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Ysgol Greenhill School

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PRIFATHRO/HEADMASTER: Mr R McGovern MA, FInstLM

19<sup>th</sup> June 2020

Dear Parent / Guardian,

As we prepare for the phased re-integration of pupils into schools following the COVID-19 closure on 20th March 2020 we are now in a position to share some information regarding how the school 'phased' re-opening will look at Ysgol Greenhill.

Extensive planning has taken place over the last few weeks to ensure that the health, safety and well-being of all pupils and staff has been at the heart of our decision making. We have followed all guidance provided to us by Welsh Government, Public Health Wales and Pembrokeshire County Council.

The Welsh Government's first key principle is that the re-opening of schools should focus on ***'the safety and mental, emotional and physical well-being of learners and staff'***. This principle places well-being as a top priority, before the provision of taught timetabled lessons, as we might traditionally think of them.

The ***"Check-in, Catch-up and Prepare"*** phase from the 29th June – 24th July 2020 will be focused upon pastoral care whilst securing the safety and mental, emotional and physical well-being of pupils. There will be no academic learning taking place at school during this period, however, **the on-line learning will continue over four days a week**. This is in line with Welsh Assembly Government expectations for the current re-opening.

Pupils will be attending school for one day per week and this will be structured around their 'Pastoral House'. This not only allows pupils to be placed with peers who are familiar to them, but to connect with their Head of House and form tutor. This also allows siblings to attend on the same day. Form Tutors and their tutees will become 'teuluoedd' or 'families' of no more than 10 pupils in each of our designated classrooms. All rooms will be hygienically cleaned at the end of each day, **an additional cleaning team** will be tasked to clean high contact points throughout the school day (to include the school toilets which will also be monitored and cleaned continually). Hot water, soap and hand sanitiser will be available for all pupils to use as required. Hand sanitiser stations will also be present within each 'teulu' classroom for use throughout the school day. Pupils are welcome to bring their own soap or hand sanitising products to school if they wish.



Pupils from the following 'Pastoral Houses' will attend on the following days.

Monday	MILLER HOUSE (Head of House – Mrs Nicholas)
Tuesday	WEBB HOUSE (Head of House – Mrs Thomas)
Wednesday	VI FORM and Bespoke Interventions
Thursday	GALAHAD HOUSE (Head of House – Mr Leigh)
Friday	DEVEY HOUSE (Head of House – Miss Evans)

The school day for pupils will start at 9.00am and end at 1pm with a staggered arrival and departure before and after these times. Pupils arriving on buses will be dropped off by their bus provider and met by a member of staff who will provide guidance on the start of the day, pupils who are dropped off at the top of Heywood Lane and those who walk to school will also be met by staff to support them.

Parents and carers are being urged to travel with their children to and from school, when education resumes in Pembrokeshire. Guidance issued by Welsh Government also encourages families to use 'active travel' wherever possible. It recommends that school transport should only be used when parents have no other means of transport.

Guidance on transport with information on the compulsory wearing of facemasks can be found on this link <https://www.pembrokeshire.gov.uk/newsroom/pembrokeshire-school-transport-guidance>.

Supervised breaks will be part of the structured school day. Groups of pupils will not be allowed to be unsupervised at any point in the day. Pupils will be required to stay within their 'teuluoedd' for the duration of the school day. There will be no opportunity for mixing and social interaction with friends or family members outside of a designated 'teuluoedd'.

Pupils are encouraged to bring packed lunches/snack to be eat either outside or in their 'teulu' room. Meals will be available from the canteen for those who require one. Dietary requirements will be met as usual. A pre-paid card must be available for pupils to purchase their meal if required. The LEA Catering Department are currently coordinating the re-issue of pre-paid cards for pupils who may have lost or misplaced these. Pupils eating in the dining hall will sit at single tables and chairs that have been set up following social distancing regulations. These tables and chairs must not be moved at any point. No pupil in any year group will be allowed 'out of school' or off the school premises for any reason throughout the school day.

During the school day (9.00am – 1.00pm) pupils will undertake a variety of different activities linked to their health and well-being. These may include the familiar 'Time to Talk', some indoor and outdoor Health and Well-being tasks linked to re-adjusting to the new expectations being placed upon us and building resilience following this challenging period. During the structured school day pupils will be provided with regular opportunities for hygiene, eating and less formal social activities to be taken on rotation.

Pupils are requested to bring their pencil case, water / drink bottles and snacks in their school bag as normal. The school will not be able to provide any equipment to pupils and likewise pupils will not be permitted to share any items with their peers. Pupils will not have access to their school locker. The school bag and any equipment that pupils bring to school must be

kept in the 'teulu' room for the duration of the day. It is advised that any items carried into school are easily washable.

Pupils will notice a significant change with regard to the movement around the school building. A one-way system will be in operation and this must be strictly adhered to. All pupils will have a 'walk through' of this system on their first day in school from the 29<sup>th</sup> June.

On the days when a pupil is not attending school with their 'pastoral house' the on-line learning will continue as a means of delivering subject content and support for pupils to make progress. The 'timetable' for online learning sessions will be restructured to provide all pupils with four days of 'lessons' and one day in school. Further detail and information will be shared regarding this during the next week.

The decision has been made that pupils **will not** be required during this period (29<sup>th</sup> June – 24<sup>th</sup> July) to wear school uniform. We have listened carefully to the views that have been shared with us and believe that this is the most sensible decision in the current circumstances. A decision on uniform for next academic year will be made over the next week and shared with parents accordingly.

Pupils can wear clothes of their choice, but we would strongly advise that these should be items of leisure wear. They should be items that are dedicated for wearing whilst attending school. They must be clean, in good repair and suitable for a range of activities. Ideally, they should be quick and easy to wash. An example of these might be the school PE kit worn with 'trackie/ jogging' bottoms and top. Items that are not machine washable must be avoided. Pupils should also have with them a shower proof outdoor coats as some activities will take place outdoors unless the weather is very inclement. Face masks are not required, nor recommended in an education setting, but pupils (and staff) may wear them if they choose. Face masks must be worn properly, put on and off in accordance with current guidance and disposed of hygienically at home.

High standards of behaviour are expected at all times. The school rules with regards behaviour and mobile phones remain in force. In addition, pupils are required to observe all of the social distancing rules during their time in school. The Welsh Government guidance is very clear on this point. Pupils who are not able to maintain social distancing or behave in ways that risk the health and safety of others will not be able to attend or continue to attend school.

In the unlikely event of staff facing challenges with regard to behaviour and compliance we may be required to contact parents to support. The health and safety of all pupils and staff is paramount and we must ensure that all rules and expectations are followed throughout the school day to mitigate any risks. We politely request that you discuss the school rules, social distancing measures and the need for good hygiene with your child prior to their return to school.

**Pupils must be feeling physically fit and well to attend school.** Pupils should not attend school if they have displayed any symptoms of Covid-19 in the last 14 days. If anyone has any of the following symptoms they must stay at home and you should contact school to let us know: cough, shortness of breath or difficulty breathing, fever or chills, muscle pain, or a new loss of taste or smell.

If your child is displaying Covid symptoms, please keep them at home for seven days, whilst the rest of the household self-isolates for 14 days. It is parents' responsibility to seek a test as quickly as possible. If a positive case is confirmed, then the whole of the 'teuluoedd' group, including adults, will need to self-isolate for 14 days. If a test proves negative, school will need proof of this result before the child returns to school. If there appears to be a significant outbreak of the virus within school, then the school will likely close again and deep cleaning will follow. Please do not send any child to school who is at all unwell. The health and safety of all pupils and staff is of extremely important to us all.

In order for further planning to take place it is essential that we have an indication as to whether your child /children will be returning to Ysgol Greenhill for the final weeks of this academic year. **Please can all parents complete the following 'Google Form'** <https://docs.google.com/forms/d/1Yy3XCKzoafO2wwkzMm5oxcLLqfo2IDNVsuNkYmApNik/ed> **it** that outlines your own family intentions. Please can all families, irrespective of your response to previous surveys, follow the link and complete the survey by **6.00pm on Sunday 21st June 2020**.

We appreciate that your family decisions and circumstances may change over the coming weeks. Please can we politely ask that you contact our school attendance officer, Mrs C Harding – Jones, on [hard-jonec2@hwbmail.net](mailto:hard-jonec2@hwbmail.net) if your decisions change and you no longer intend for your child to attend school **or** if you amend your decision and wish for them to attend. Our usual attendance and safeguarding procedures will still apply during this period of time and attendance calls will be taking place for all 'pastoral house' members on their designated day of school attendance.

In order for pupils to feel fully prepared we will be sharing further correspondence and video messages / guides during the next week outlining the requirements and the systems in place at Ysgol Greenhill from Monday 29<sup>th</sup> June. We have also attached a 'family friendly guide' which provides an overview of this detailed letter.

Apologies that this is such a lengthy correspondence. However, it was felt necessary that all relevant details were shared with our families in order for you to make informed decisions.

Kind regards,



Mr R McGovern  
Headteacher