**Initial Thoughts about Phased Reopening - Bolder**

A Planned return – agreed pointers (we will start small and review and then increase if we can)

1. Teachers move across site / rooms rather than students to limit movement.

2. Increasing the number of vulnerable students first, as a first wave. Then this will allow us to re-assess before increasing to larger number of students. View to then introducing year groups, form groups at a time.

3. Teaching rooms G1, G3, F5, F7 Not to be used due to size of rooms. Biggest rooms to allow social distancing.

Work rooms and staff room too small- hot desking should not be permitted.

4. Maximum of 30 on site at any one time + vulnerable students (possible view to extending to 60) at the start.

5. Students on site

Various pros and cons of each model

e.g. if students come in for a small amount each week – travelling more to and from School- therefore associated risk

e.g. if limiting to one week one week off on rota – then limiting contact with school, and still reliant on remote learning.

If model used with 30 students in the morning and 30 in the afternoon, removes need for lunch considerations with social distancing.

6. parent / carer communication will be key.

7. What can we do about the outside – students on pavement ? Can we mark up areas? Will Hounslow agree?

**PHASE 1**

Fortnightly Rota

Week A - Rota

Monday Morning 7A

Monday Afternoon 7B

(Monday Evening Cleaning)

Tuesday Morning 7C

Tuesday Afternoon 7D

(Tuesday Evening Cleaning)

Wednesday Morning 7E

Wednesday Afternoon 7F

Vulnerable students Thursday and Friday

Week B

Monday Morning 8A

Monday Afternoon 8B

(Monday Evening Cleaning)

Tuesday Morning 8C

Tuesday Afternoon 8D

(Tuesday Evening Cleaning)

Wednesday Morning 8E

Wednesday Afternoon 8F

Vulnerable students Thursday and Friday

**PHASE 2**

Move to doubling up

Monday Morning 7A and 8A

Monday Afternoon 7B and 8B

(Monday Evening Cleaning)

Tuesday Morning 7C and 8C

Tuesday Afternoon 7D and 8D

(Tuesday Evening Cleaning)

Wednesday Morning 7E and 8E

Wednesday Afternoon 7F and 8F

Vulnerable students Thursday and Friday

**PHASE 3**

Look at increasing provision on Thursday and Friday.

Potential structure – 3hrs

45 Minutes English

45 Minutes Maths

30 Minutes Science

30 PSCHE / Form style / Well being activity

30 Fitness / PE

Home learning continues for rest of the week

Staffing

Staff rota continues to reduce risk of infection – staff broken up into 3 groups – SLT, first aider, DSLs plus another dedicated to supporting the most vulnerable group – so 1 member of staff

Idea of having same staff in for the week. This minimises planning – as delivering same content each week. Equally minimises travel and allows time between visits to school. Survey needs to be sent out re: travel arrangement (most staff travel from South London) – explore what alternatives means there are.

Lunches

Students bring pack lunch – vouchers will continue for PP students so no need for catering (canteen to small)

6. Business Manager and Site Staff to liaise about social distancing- and pointers we can include

- signage

- paint on playground

- desks 2m apart

- hand sanitizer

- PPE

- lift (sign 1 person at a time)

- photocopier room (sign 1 person at a time)

**Review and audit the site again and measure out spaces that can be used.**

1. Limit use of lift to essential use - only 1 person allowed in at any one time – **laminated** **sign to be created – ONLY 1 PERSON IN LIFT AT ANY TIME**
2. Limit use of medical room – only 1 person allowed in at any one time (students self-administer and staff oversee from a safe 2m distance – **laminated** **sign to be created - ONLY 1 PERSON IN ROOM AT ANY TIME**
3. Current Staff Workroom and Staffroom not to be used at all for now as too small to social distance – **2 x** **laminated** **signs to be created – Staffroom Closed – Do Not Use, and Workroom Closed – Do Not Use**
4. F5 and F7 to be used as staff workrooms – **2 x laminated sign to be created (STAFF WORKROOM, BE KIND - KEEP YOUR DISTANCE ), and name cards to be created for all members of staff** so they can place on their tables and others can ensure they occupy the room using social distancing – **paper** **name labels to be created for all staff (replenish daily or laminate and ask staff to keep their own/re-use?)**
5. **Internal areas**

– **all corridors to be marked with hi-vis floor tape at 2m intervals** – a visual aid for students and staff when lining up and moving around the school

– **all staircases (on top of step or on riser, whichever is more visible) to be marked with hi-vis floor tape at 2m intervals** - a visual aid for students and staff when lining up and moving around the school

* **all classrooms** to be marked up **with ‘x’ cross hatch lines at 2m square intervals – 10 desks in each classroom (exam room layout not ‘grouped’) all other desks pushed to the side of the room**
* **reception area** – 2 tape marks to be placed 2m intervals in front of reception desk to illustrate queuing distance
1. **External areas**

– **main playground to be marked up with ‘x’ cross hatch lines at 2m square intervals** – options are to use hi vis paint or external hi vis tape – please explore both options and make a recommendation - so staff can manage students and their own adherence to social distancing more easily

* **fenced off corridor** leading from front gate to reception area – to be marked out at 2m intervals using external tape or paint
* **pavement outside school gates** to be marked out at 2m intervals using external tape or paint – to end of Bolder hoarding

Need to source the following

* Tape (internal and external grade)
* Sanitiser stations plus signage x 2
* Vinyl stickers x 4
* Floor stickers x 4

Here are some Examples:





**Minutes from ABO / JHU / SJO discussion**

Potential structure – 3hrs

45 Minutes English

45 Minutes Maths

30 Minutes Science

30 PSCHE / Form style activity

30 Joe Wicks style exercise

On entrance to site, they social distance outside.

Staff calls out group

Walk to classroom 2m apart

In classroom for whole day

Use set staircase to enter school, leave school and to and from playground.

|  |  |  |
| --- | --- | --- |
| 7A (Group 1) S12 – Staircase A | 7A (Group 2)S9 – Staircase C | 7A (Group 3)S10 – Staircase B |
| 9-9.30 Form Time / PSCHE | 9-9.30 Form Time / PSCHE | 9-9.30 Form Time / PSCHE |
| 9.30 – 10.15English | 9.30 – 10.15MathsAny students needing toilet go now | 9.30 – 10.00Science |
| 10.15 – 10.45FitnessAny students needing toilet go now.  | 10.15 – 11.00English | 10.00 – 10.45Maths |
| 10.45 – 11.30Maths | 11.00 – 11.30ScienceAny students needing toilet go now | 10.45 – 11.15FitnessAny students needing toilet go now.Check playground clear before starting |
| 11.30 – 12.00Science | 11.30 – 12.00Fitness | 11.15 – 12.00English |

7A Group 2 leave site first. Take bags outside. Leave site exactly at 12.00

Admin staff co-ordinates departure of other two groups / phone or walkie talk use to co-ordinate departure of other two groups.

All students to have left site by 12.10

SLT co-ordinate late departures and early arrivals of students

|  |  |  |
| --- | --- | --- |
| 7B (Group 1) F6 – Staircase A | 7B (Group 2)G2 – Staircase C | 7B (Group 3)G4 – Centre Doors |
| 1.00 – 1.45English | 1.00 – 1.45MathsAny students needing toilet go now | 1.00- 1.30Science |
| 1.45 – 2.15FitnessAny students needing toilet go now.  | 1.45 – 2.30English | 1.30 – 2.15Maths |
| 2.15 – 3.00Maths | 2.30 – 3.00ScienceAny students needing toilet go now | 2.15- 2.45FitnessAny students needing toilet go now.Check playground clear before starting. |
| 3.00 – 3.30Science | 3.00-3.30Fitness | 2.45- 3.30English |
| 3.30 - 4Form Time / PSCHE | 3.30 - 4Form Time / PSCHE | 3.30 - 4Form Time / PSCHE |

7B Group 1 – leave through Staircase A first

7B Group 3 – leave through centre doors second

7B Group 2 – leave through staircase C third

**Subjects**

Maths – APA to co-ordinate

English – Currently set 4 lessons from mastery booklet. Moving forward, students set 3 online, as well as completing a creative writing piece in school

Science – staff play pre recorded lesson from JHU / NTA. They then complete quiz (SAT style) peer assess- staff has answers.

PSCHE – ALE to provide work for in school delivery rather than work online

PE – AKN to plan fitness workout on playground (no equipment needed / projector). This is to replace online PE learning.

All other subjects continue to set work as per online learning.

**Minutes for well-being for staff:**

Do we want a re-introduction day for staff before we re-open to run through the plans for all staff? + Mental health 🡪 how do work with students

Going through the plans + voice for teachers (to avoid imposition of plans on staff – to keep an open voice)

Staff aware of government plans 🡪 travelling, PPE

LMs to see where departments are and whether deadline needs to be changed for curriculum planning based on staff coming back onto site but also continuing with home learning

Classroom designated as a staff room 🡪 bring their own stuff to eat, no use of kettle or microwave + bottle of water

Staff well-being check ins in the mornings (not just logistics) 🡪 services we can offer 🡪 support 🡪 theme

Making steps very clear for staff what to do if they have symptoms of the virus.

Actions:

ALE ERI JRA to look into well-being support for staff and to reconvene next Monday with ideas