

Dear C6th Student

New ways of working: September 2020

We are so pleased to be able to welcome everybody back into school this September. It will be fantastic to see you all again. Our challenge will be to try and get you back to some new form of normal as quickly as we can so you can get learning really well and do the best you can.

I know many of you may have certain concerns and worries about coming back to school after such a long period of studying at home and then holiday. We have even changed the day around slightly so that you get more time with your Tutors first thing so you have the opportunity to let your Tutor know if you need a bit of support and we have more time to put something in place if we can.

All schools have to follow the Government's Covid safety rules in order to reopen safely in September. These will be slightly different for each school, but for us the rules are simple.

- Don't come to school if you are ill with any Covid symptoms, your parents have a letter explaining these.
- You have to keep 2m away from any adult in school
- In school, you can mix with people in 6th form both y12 and y13 without social distancing, but none others, this is called a "bubble".
- You have to stay within your year group "zone" at all times to keep you separate from other year group students
- You can only use toilets allocated to your year group/bubble, washing your hands carefully with each visit
- You can only use the free time space allocated to your year group/bubble
- You can only enter/leave the school by your allocated gate
- You have to sanitise your hands when you arrive/leave school and enter/leave any room
- You have to follow "catch it, bin it, kill it" advice, posters to remind you are everywhere

So, this guide will hopefully achieve 4 very important things:

1. Explain to you all about your school entry/exit gates, zone and bubble
2. Describe your ways around your zone to your classrooms, pointing out which classrooms you'll be using
3. Show you what happens upon arrival at school, breaks, lunchtimes and home times
4. Hopefully reassure you that we take your safety very seriously and school is as safe as it can be.

Y12 return to school on **Friday September 4th from 8.20 onwards**. This will be an induction to walk you through the information in this document and your induction to life in the 6th form. Y13 induction will be virtual/online as most of Y13 came into the school June/July experience. Lessons will start for all year groups fully on Monday September 7th.

There is also a video in the link below that will helpfully explain everything too.

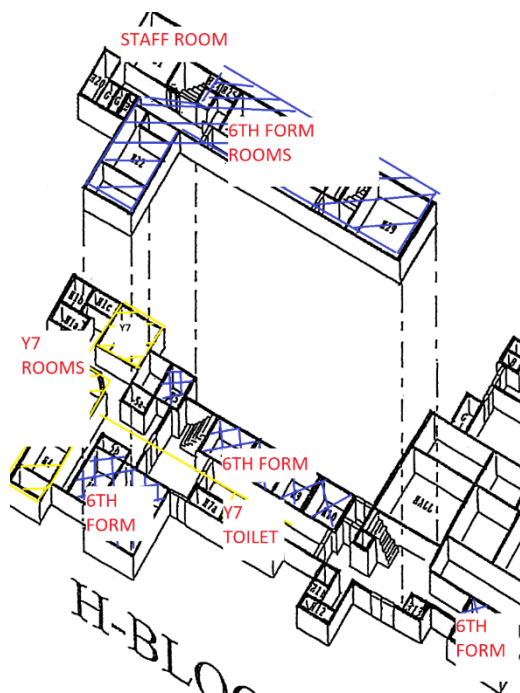
Year Bubble	Zone	Notes	School Gate
Y12/13 -16 rooms required	H block	Use 6 th form build for study and toilets	Only enter/leave school by Paul Street pedestrian gate

On a typical school day, you will arrive at the ***C6th gate at the bottom of Paul Street opposite reception*** no earlier than 8.15 and no later than 8.30. If you come by bus/car, you will be dropped at the campus and you will walk down the alleys to your designated gate for C6th only.



As soon as you come through the gate, you will sanitise your hands, you can then make your way to the 6th form centre.

Your zone is H block apart from the 3 rooms H2-4 closest to L block which are assigned to Y7. Your Tutor bases and all your lessons will be in H block rooms in your zone.



You enter the building through the Dance hall foyer, then use the first staircase if your lesson/Tutor is upstairs or in H10. This is the only staircase you can use as the central staircase is reserved for staff.

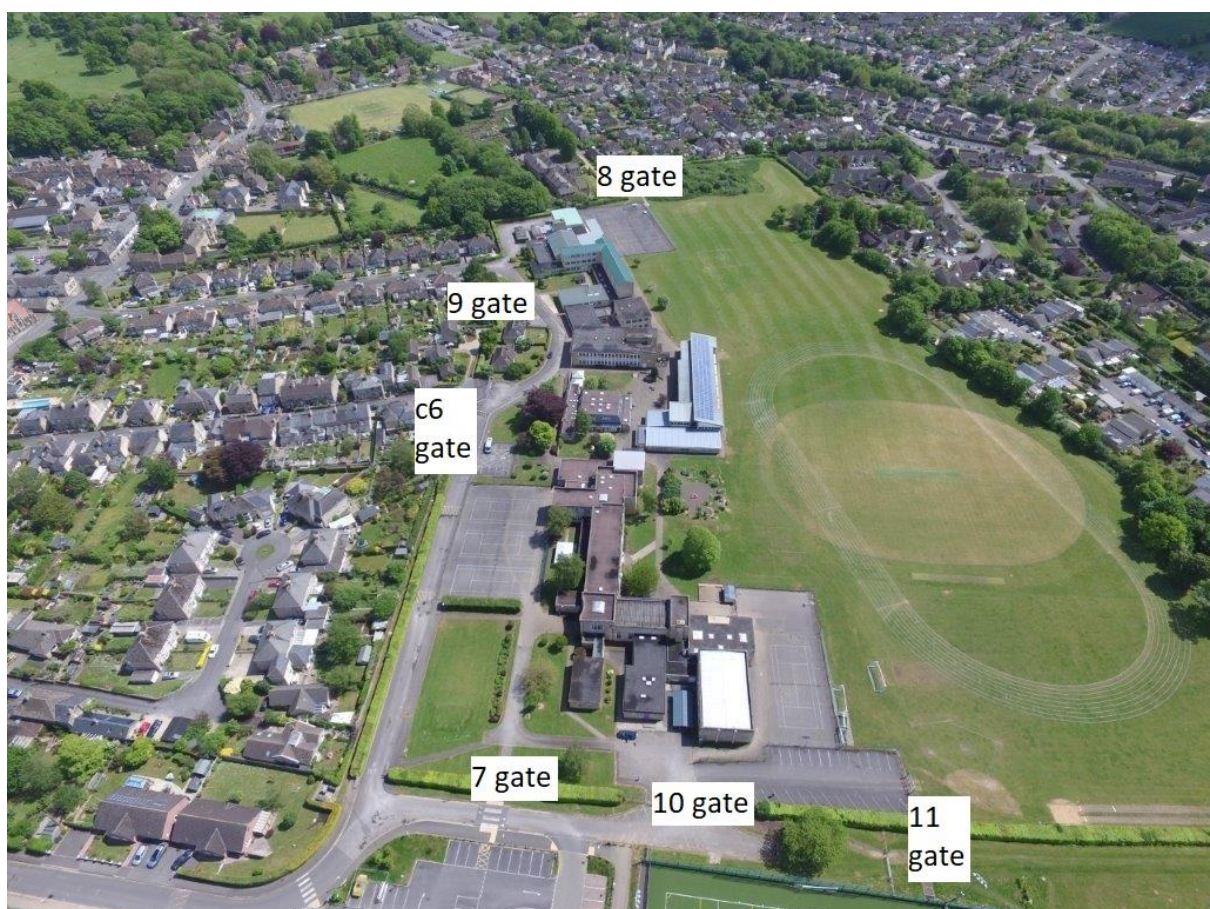


H6A, H8 and H9 can only be accessed from their outside doors. H7, H5, H6 can only be accessed by the door next to H1 conservatory. H4A and H5A can only be accessed through H6 and H5 respectively. The aim is to keep corridors as empty as possible at all times.

In corridors and on stairs, it is very important that you move in a single file, respecting the floor markers as to directions. This is because adults too will use these stairs and corridors and you must remain in single file to allow people to pass in the other direction safely. Y7 will be accessing their toilet through the bottom corridor,

Your designated toilets are those in the 6th form centre. These are the only ones you can use and please remember to wash your hands with each visit.

At break and lunch times, as you are 6th formers you can get food from town or bring it in from home. You can't go to the canteen/sales points in school as they are in different zones. Your outside area for lunch and break time is the front of H block around the 6th form centre. You may not stroll into other year groups' areas. When you hear the warning bell for the end of break or lunch, just make your way to the H block path near the foyer and line up by your room markers.



One of the most important safety guidelines concerning classrooms is ventilation. Windows and doors must be kept open to keep fresh air coming in. For this reason, after each lesson, you have to leave the building and make your way to the H block path by the foyer where you will line up and wait for your next lesson until your teacher tells you to go. On the path, there will be room markers that show you where to line up according to which room you are in next.

It is really important that everybody sticks to these new ways of working and thereby ensures that everyone is as safe as they can be in school.

If you catch a bus at the end of school. Simply make your way to the appropriate queue, down the path on the road side of the 6th form building and simply wait in year group order as per the markers on the path, otherwise leave school by your year group gate.

Specialist rooms for Art, Photography, Textiles, Music, Drama, IT, DT. Graphics, Food

Sometimes it is possible for Y10, 11, 12 and 13 on exam courses to be taught in specialist rooms for certain subjects like Food or DT. This is because you need these specialist spaces to do well in your chosen qualifications and it is desirable to do appropriate practical work.

Where this is the case, your timetable will indicate which classroom you will be taught in. When this happens, you will not go to your usual zone. Instead you will find the floor marker for your room and wait outside the building by the appropriate floor marker until you are told to enter. You may come across classes for another year group close by and where this happens, it is your personal responsibility to keep at least 2 metres apart from students from other bubbles

For 6th formers doing Art and Photography, you will be taught upstairs in T block. You may enter the building by the side door closest to the making room, go straight upstairs into your classroom, keeping away from students from other years and staff and remembering to go single file on stairs and corridors. Likewise when C6th students have drama ,they may enter the room from the outside door without lining up or waiting.

For Y10/11 doing Art/Photography/Graphics, you will be lining up outside of T7 in the space by the Making Room. T8 is only accessed through T7, and T9 students will line up by the T9 floor marker and enter by the side entrance closest to the Making Room.

T4, T3 and T2 will be accessible from the outside door only and the floor markers will be close to these outside entrances and you will line up there, waiting patiently for your teacher.

T10 and 11 will be accessed through the T11 outside door only and you will be lining up on the grass near the snack shack.

S26/27 will be used by those in y10 through to 13 studying Computer Science. You will need to line up and wait by the floor markers on the path at the back of S block.

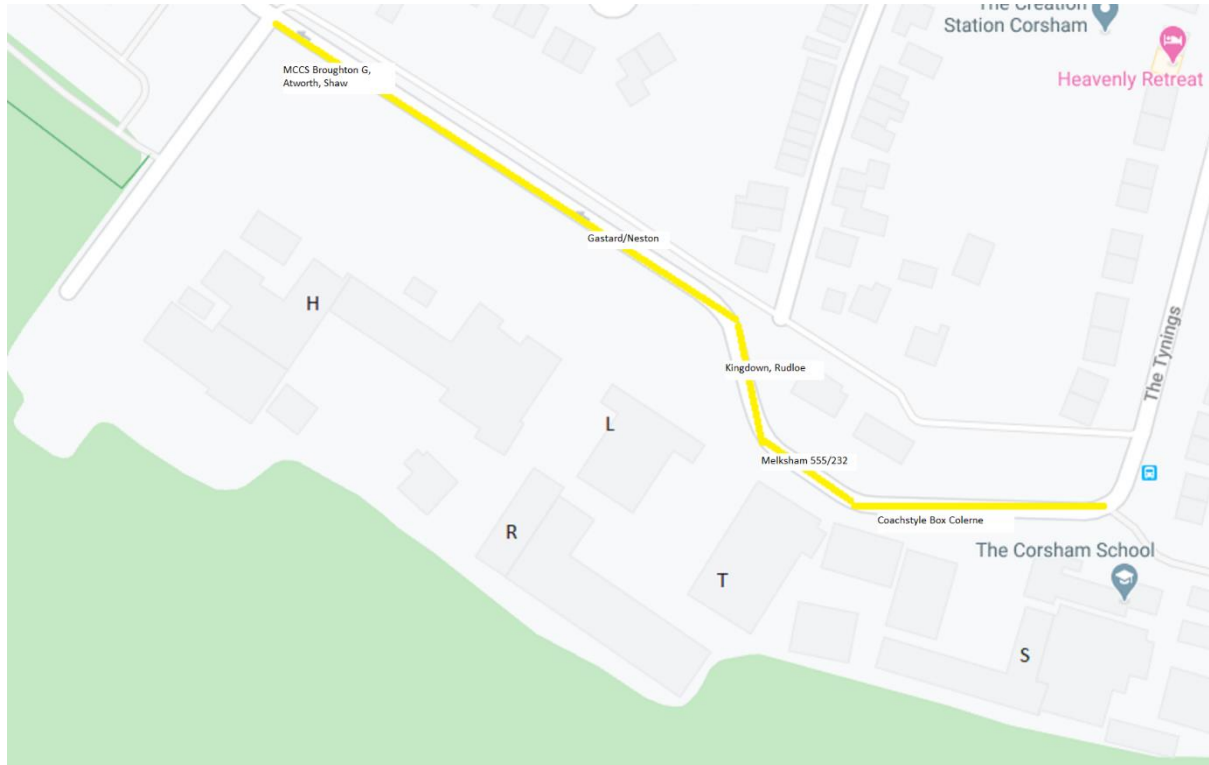
If you do Music in y10/11, you will be taught in H14. The waiting area for this room is the outside door at the back of the building. There will be a floor marker there for this purpose.

If you do Drama in Y10 and 11, you will be using DS1 and you will need to line up by the DS1 marker near the bike sheds at H block.

New Bus Positions at 3 o'clock

As mentioned earlier, there will be markers on the path on the school road to help you maintain your year group bubbles even on the school buses.

The buses will be waiting for you in the following places.



New Fire Arrangements

In order to keep zones and bubbles going in even in the event of a fire evacuation, we have changed slightly the lining up places on the field should the fire bell sound.

