



Student Parent Information Pack

Introduction

We understand that many parents, carers and students will have questions about returning to school and what we will be doing to minimise the risk of infection from COVID-19. We have put together this pack to provide you with as much information as possible.

Please note that this information pack is intended to answer questions parents might have. It is neither official guidance nor a school policy; links to these can be found in Section 1.

1. What are the relevant policies and where can I find them?

There are 4 key documents available on our website that underpin our way of working. These are:

1. Health and Safety Policy
2. First Aid and Supporting Students with Medical Needs
3. Behaviour Policy
4. Blaise Infection Control Procedure

The relevant part of the website is linked below:

<https://www.blaisehighschool.co.uk/information/statutory/policies>

2. How will the daily routine work?

Daily routines are organised to closely mirror the way school operated before the pandemic. We want school to be as welcoming, ambitious and normal as possible. The key difference is the way in which students will be kept within year group “bubbles” meaning students mix on the most part only with students from their own year group. Each bubble will have different designated transition routes and locations within the building. Details of how this works are below, please ensure you are familiar with the particular designations for your child’s year group. It is essential that these are followed as they are designed to help minimise contact and mixing between students which is key to minimising risk.

What will happen when students arrive?

- Students arrive through their designated entrance gate
- Students go straight to their roll call point listed on their designation below, they should not enter the building
- At roll call their Head of Year and Tutors will greet them, record their attendance and ensure they are ready for their day
- Students will then be walked to their tutor room, within their bubble’s corridor
- Parents who are dropping off students must do so from outside the school gate whether in person or in your vehicle

How will students move around the building?

- For almost all lessons students will stay within their bubbles. This will mean that they’ll stay within one corridor.
- However, to ensure quality curriculum, for some lessons requiring specialist equipment or facilities students will be taken outside their bubbles. During these transitions they will be led by the teacher to minimise mixing and contact with others



What is the timetable for the day?

- Students' timetables will run as normal with the full provision of lessons
- On their first day back they will receive their personal timetable
- The only difference is that every lesson changeover will include time for sanitation, this will be organised within the bubble and supervised by staff
- Staff will be on duty throughout the day, particularly during transitions to ensure all students are safe and well-behaved

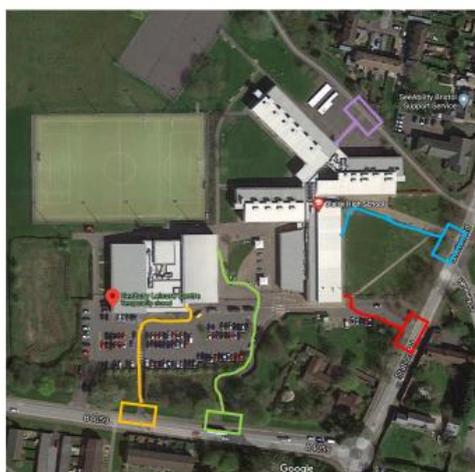
What happens at the end of the day?

- Students will leave through the same gate as they enter, this is on their designated schedule
- Students must leave site promptly, and will only be able to stay on-site for a pre-arranged club or activity
- Parents who are picking up students must do so from outside the school gate whether in person or in your vehicle

What are the designations for each bubble?

	Teaching Space	Roll Call	Entry/Exit Gate	Social Space	Dining Space
Year 7	Upstairs Red	Gym Left	Leisure Gates	Astro	Gym Left
Year 8	Downstairs Red	Gym Right	Halen Gates	Playground	Hall
Year 9	Blue	Hall	Main Pedestrian	Front Lawn	Canteen
Year 10 & KS3 RB	Upstairs Green	Canteen	Main Vehicle Gate	MUGA	Gym Right
Year 11 & KS4/5 RB	Downstairs Green	Classrooms	Marissal Road	Marissal Playground	Atrium

Where are the designations for each bubble?



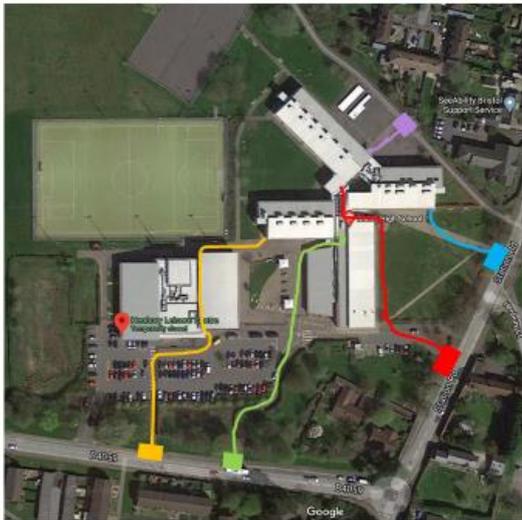
Entry to roll call

Key
Y7 – Left Gym
Y8 – Right Gym
Y9 – Hall
Y10 & KS3 RB – Canteen
Y11, KS4 RB & KS5 RB - Classrooms



Social Time

Key
Y7 – Gym Left & Astro
Y8 – Hall and Playground
Y9 – Canteen and Front Lawn
Y10 & KS3 RB – Gym Right & MUGA
Y11, KS4 RB & KS5 RB – Atrium and Marissal



End of the day

Key
Y7 – Leisure Gate
Y8 – Halen Gate
Y9 – Pedestrian Gate
Y10 & KS3 RB – Vehicle Gate
Y11, KS4 RB & KS5 RB – Marissal Gate

3. What happens at break and lunch?

We want break and lunchtime to feel as normal as possible. It's important that students can socialise with their peers, rest and engage in extra-curricular activities. Students will spend social times in their designated location, which includes both indoors and outdoors space. Social seating will be rearranged to reduce face to face contact and promote distancing. As always, social times will be supervised by staff to ensure students are safe.

What will happen with food and drink?

- Students will be able to purchase food, both hot and cold, from our canteen. This service will be held in each designated indoor location. To enable this mobile service at each location the menu has had to reduce so students will notice fewer choices. However, the quality of food and service will be the same
- Students can, like always, bring a packed lunch if they prefer
- We ask that students don't touch each other during social times; this means they will not be permitted to share food or drink



4. How will infection be controlled?

There are important actions that students, their parents and staff can take during the coronavirus (COVID-19) outbreak to help prevent the spread of the virus. Blaise High School is ensuring that we implement these actions and expects you to understand and follow these too.

Preventing the spread of coronavirus (COVID-19) involves dealing with direct transmission (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces). A range of approaches and actions are being employed to do this. These can be seen as a hierarchy of controls that, when implemented, creates an inherently safer system, where the risk of transmission of infection is substantially reduced. These include:

- Minimising contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend
- Cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
- Ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach throughout the school
- An enhanced cleaning schedule
- Minimising contact and mixing by creating bubbles

At Blaise High School we have implemented the following specific routines:

- Sanitation stations at all entrances/exits including tissues and alcohol gel sanitisers
- Sanitation equipment at all rooms including tissues, wall mounted alcohol gel sanitiser dispensers and disinfectant wipes which must be routinely used by all students as part of entry to lessons
- Increased frequency of cleaning, in particular the routine cleaning of frequently touched surfaces throughout the day, scheduled cleaning of rooms used by different bubbles and deep cleaning of all spaces at the end of every school day
- Removal of unnecessary furniture, loose and soft items
- The promotion of good hygiene through clear posters throughout the school
- Maintaining good ventilation
- Reduced mixing of by having year group bubbles
- Limiting the number of students using toilets at any one time to reduce crowding
- Ensuring staff are on duty to monitor students throughout the day

5. How will the first aid protocol work?

The following expectations must be followed by students:

- any student who is unwell with coronavirus (COVID-19) symptoms* must not attend school
- any student living in a household with someone with coronavirus (COVID-19) symptoms* must not attend school

*NHS guidance on relevant symptoms can be found here: <https://tinyurl.com/yamja5m8>



If a student becomes unwell on site and requires first aid we will follow this procedure:

- Staff will use the on-call procedure to alert senior staff to attend and remove the student to the first aid area
- A trained first aid staff member will then assess the student
- If the student is unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow the COVID-19: guidance for households with possible coronavirus (COVID-19) infection guidance. This guidance can be found here: <https://tinyurl.com/u25puoa>
- The first aider or senior leader will contact parents to arrange for them to be collected
- If a child is awaiting collection, they will be moved, to a room where they will be isolated behind a closed door, with an appropriate adult supervising if required. A window in the room will be opened for ventilation
- If they need to go to the toilet while waiting to be collected, they will use a separate toilet. The toilet will be cleaned and disinfected using standard cleaning products before being used by anyone else
- PPE will be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained
- In an emergency we will call 999 if they are seriously ill or injured or their life is at risk.
- If the student is unwell with symptom unrelated to coronavirus (COVID-19) we will follow our usual protocols for first aid

6. What are the academic expectations?

Are we changing the curriculum?

Our curriculum remains unchanged, we have worked hard to ensure that high quality lessons and a broad and balanced curriculum are maintained despite the changes required by the guidance.

We will also continue to run interventions, particular to ensure all Key Stage Three pupils can read with fluency and all Key Stage Four pupils are well prepared for their exams.

What about homework?

Homework will continue to be an essential learning tool. Students will be expected to complete self-quizzing in their planner and reading each night. All students will also complete online homework for their core subjects, for example Hegarty Maths. More details of how the online homework will work will be clarified with students directly when they return to school. We will also spend time reminding students of expectations and best techniques for self-quizzing to ensure any skills lost during the closure are re-taught. We expect all students in Years 7 to 10 will complete 5 hours of homework weekly, Year 11 students will complete more than this.

7. What are the behaviour expectations?

Blaise High School continues to have high expectations of behaviour. Most importantly the Blaise High School behaviour policy will continue to be adhered to and has been updated for the new academic year. There are some additions to the usual expectations that we must make clear.

- Failure to comply with expectations regarding maintaining bubbles and/or hygiene and sanitation will be treated as defiance



- Students will be reminded and informed, as we understand that these expectations are unusual and new in these circumstances
- However, if students persistently defy these expectations this will result in their removal from site as they will be undermining safety, this will be a fixed term exclusion
- In this circumstance we will contact parents to arrange their removal from site and students will be isolated with a senior leader

Will classrooms still be disruption free?

Every second, of every minute, of every lesson at Blaise High School is disruption free. This is a tough but important aspect of what sets us apart from other schools. We believe wholeheartedly that all our students can meet that high standard and therefore do not accept anything but their best behaviour at school. We will not settle for less. We will continue to use our binary behaviour system, giving one warning for first disruption and then, if a student chooses to disrupt again, sending them out of class. They will go to “Supervised Learning” where we will ensure students are kept socially distant during their time there. Senior and Pastoral Leaders will be on duty throughout the day to ensure this process is managed safely.

8. What the expectations for attendance and punctuality?

Do all student have to attend school?

School attendance is mandatory from September. This means from that point, the usual rules on school attendance will apply, including:

- Parents’ duty to ensure that their child attends regularly at school
- Our responsibilities to record attendance and follow up absence
- The availability to issue sanctions, including fixed penalty notices in line with local authorities’ codes of conduct

What happens if a student is shielding?

The only examples of absence from school relating to shielding or self-isolating are for students unable to attend in line with public health advice because they have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19). In these circumstances the absence will not be penalised and the student will be expected to engage in the curriculum remotely. Blaise High School will provide a complete remote curriculum, it will mirror the style and structure used during the school closure. We will monitor their engagement in this to ensure they have the best chance of success.

All other forms of shielding will pause on the 1st August, although this is subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). If this changes we will get in contact to explain how we will support any student who remains on the shielded patient list or has family members who are shielding.

What happens if a student is late to school?

It is, as ever, important that students are on time to school. Being on time ensures students benefit fully from our morning routines and the whole curriculum. Not only this but punctuality will be key to maintaining our bubbles. Students arriving late will be met by a senior leader, will be escorted to



their bubble and we will contact home. If lateness is persistent parents will be required to attend a meeting to discuss this concern.

9. What are the expectations for equipment and uniform?

Do students still wear full uniform?

Students must wear full school uniform at all times. Please contact the school if you need support in providing this. Expectations with regard to shoes, accessories and jewellery remain as usual. Full details of these expectations can be found here: <https://tinyurl.com/y9edkwau>

Current NHS advice suggests that it is not necessary to wash uniform after a day in school – although you may wish to as part of your normal laundry cycle.

Blaise High School will continue to provide uniform items on the day to any student requiring them to ensure that all students are wearing the correct uniform every day. Those items borrowed will be laundered and/or quarantined when they are returned.

Do students still bring their own equipment to school?

Students must bring equipment and stationery for lessons including the usual pencil case with pen, pencil, ruler, maths set and calculator. If students need support with this we will be able to provide equipment. Students should not lend or swap equipment between each other.

Can students wear a face mask?

This section was amended on 26th August in line with revised government guidance

The government's position is currently that "while the government is not recommending face coverings are necessary, schools will have the discretion to require face coverings in communal areas if they believe that is right in their particular circumstances." Bristol currently has a relatively low rate of Covid-19 transmission, and we have taken a number of precautions to minimise any risk, as outlined in this document. Therefore, in line with the above government guidance, we will not be making the wearing of masks mandatory in the corridors.

Furthermore, the guidance states: "Face coverings can have a negative impact on learning and teaching and so their use in the classroom should be avoided." We therefore recommend that students do not wear masks in classrooms. However, we recognise that some students will feel more comfortable wearing a face mask in the corridors and/or in the classroom we are happy for them to do so. It is essential that when wearing a face mask, rules are followed to ensure they're used safely and are fitting with the high expectations of our school.

Rules on face coverings at Blaise High School:

1. Unless we experience a local lockdown in our area, face coverings remain optional for staff and students
2. All masks worn must be plain coloured with no patterns, logos or motifs
3. Students who deliberately wear their masks incorrectly, e.g. on their chin or forehead, will be asked to remove their mask for the day
4. Students wearing a mask should also bring a resealable plastic bag to place the mask in when they are not using it (e.g. when eating)



Are students required to carry hand sanitiser?

Students may carry their own hand sanitiser gel or wipes if they wish. However, this is not required as school will provide this for all students on site. Students will be required to use the sanitiser provided as part of the entry routine to lessons. Mis-use of sanitiser, which is construed as dangerous, will be sanctioned as per our behaviour policy.

10. Will there still be extra-curricular activities?

Our ambitious Character Education programme is essential to us. We believe that all pupils should be able to access a broad range of high-quality activities. Many aspects of our Character Programme involve students from different year groups coming together and so this poses new logistic challenges to ensure risks are minimised.

Are extra-curricular activities safe?

The guidance makes clear that extra-curricular clubs can run safely either with students who are all from one bubble or students from different bubbles who come together in a consistent group. To ensure clubs which include students from different bubbles are consistent we will be asking students to “sign up” before attending. A full Character Education programme will be shared in September, we will then run a sign-up week and using this we will have the consistency we need to ensure the clubs can run safely.

When will clubs start?

We hope to be able to start after school clubs from September 21st as we believe this gives us enough time to make necessary arrangements for these to launch safely.

Will interventions run before school?

Breakfast club will be on offer; however, it will require sign up beforehand to ensure the group using this are consistent. We will organise sign-up in September and hope to start running breakfast club from September 21st.

Will Champions Hour run after school?

Junior Champions Hour will run daily from 3pm to 4pm for Year 7 to 10 and from 4pm to 5pm for Year 11 students to complete homework with supervision and support. Each bubble will be given their own designated space. For some students Champions Hour will become compulsory if we have identified that they require additional support to complete good quality homework on time.

11. How do students minimise risks outside of school?

Blaise High School has considered how pupils travel to and from school and we encourage students to walk or cycle where possible.

We remind you that the use of public transport to travel to and from school should be minimised and that where it is used students must follow the relevant guidance relating to being on public transport. Guidance for safe travel can be found here: <https://tinyurl.com/yd3hllnu>. We will support students when they arrive at school to remove and store their face coverings safely as per government guidance.



We remind all our students that they should follow guidance on how to stay safe when not at school. The latest staying alert and safe government guidance can be found here:

<https://tinyurl.com/y8k2aasz>

12. What do students or families do if they have additional questions?

Who can I contact with my question?

What?	Who?	Address
General Enquiries	Administration Team	info@blaisehighschool.co.uk
Pastoral Questions Y7	Lisa Chinn	lchinn@blaisehighschool.co.uk
Pastoral Questions Y8	Oliver Bird	obird@blaisehighschool.co.uk
Pastoral Questions Y9	Andy Pryde	apryde@blaisehighschool.co.uk
Pastoral Questions Y10	Jon Peach	jpeach@blaisehighschool.co.uk
Pastoral Questions Y11	Christabel Brightley	cbrightley@blaisehighschool.co.uk
Attendance Enquiries	Nicole Cerullo, Assistant Headteacher	ncerullo@blaisehighschool.co.uk
Resource Base Enquiries	Sammy Nutt, Head of RB Department	snutt@blaisehighschool.co.uk
Main School SEN Enquiries	Ian Squire, Main School SENco	isquire@blaisehighschool.co.uk

What should a student do if they have a question or need help during the school day?

Students can access support throughout the school day, however, it is important that students remain focussed on their routines and lessons. This is why we have built in specific mechanisms to help students get support without detracting from their normal day.

- Firstly, roll call is a dedicated time every morning where tutors check every student is ready for their day. We encourage students to raise their questions there and tutors will make sure they get support
- Secondly, we have a robust pastoral system including a Head of Year for each year group and 3 Deputy Heads of Year. Students can ask their Head of Year for guidance before school, during break or lunch or after school every day
- Thirdly, break and lunch are always covered by duty staff. This includes the entire Senior Team every day and teaching staff on a rota. We always work collaboratively and students can speak to any teacher if they have a concern
- Finally, we have a robust and dedicated safeguarding team led by our Designated Safeguarding Lead, Lydia Greenwood. The team also includes school counsellors and family support workers. They will respond swiftly to referrals

Will Thrive still be available?

We are very proud of our Thrive provision run by Ms Chinn and Mr Bransfield. Thrive will continue but will need to look a little different in our new way of working. Rather than the Thrive room being open at break and lunch, our Thrive practitioners will be available in the bubble areas of the school. Thrive sessions will be 100% scheduled in advance and there will no longer be ad hoc sessions available. Students involved in a session will have this included on their timetable.



What should a student do if they're worried about the new adjusted way of working?

The new routines for the school will, like any change, take some getting used to. We really hope we've created a plan that is simple to understand and mirrors the way we worked as a school before as closely as possible. However, it is inevitable that some students will have times when they feel more worried than normal.

As a school one of our core values is Growth Mind-Set. We encourage everyone to ask when they're not sure, take on feedback and instructions positively and be honest. We must take our way of working seriously so we keep everyone safe, but we can do this without school becoming scary. If a student is feeling worried they should talk to a staff member and share their concern. All staff, as always, commit to their first duty which is to keep all students safe and will be able to resolve problems or find the right person to help any student.