

Reigate School

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Dear Parents and Carers

We are now in a position to inform you of the plans that we intend to implement for the reopening of the school in September 2020. However, we do need to be clear that these are subject to change as the government are issuing new guidance for schools on 11th August 2020 and as we have seen over the last few months, this is an ever changing situation. There will be further communication during the last week of August to inform you of any changes to the plans outlined below if necessary. We have also set up a page on the website where we will place any information about the reopening in September.

We are very much looking forward to all of the children's return in September and as we have done since the start of lockdown with our key worker group and Year 10s, the health and safety of all our children and staff have been our main priority. We are committed to being as ambitious as possible for our children's learning and have worked hard to provide a full curriculum for every child, albeit with some adaptation for some of the more practical subjects in order to conform to the DfE guidance. The children will have access to specialist teachers and we are confident that the learning experience for the children when they return will be meaningful and stimulating and will take place in a safe and welcoming environment.

We understand that some of you may have concerns about your child returning to school and we are very aware that the experience of lockdown has been different for every family. The children will need support in returning to a regular routine of school attendance and this is also the case for staff; we will all need to be patient with each other as we navigate this new way of working.

The DfE has stated that all schools must ensure that:

- Contact is minimised 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 school
- Children and staff clean hands thoroughly more often than usual
- Good respiratory hygiene is promoted through the coughing or sneezing into a tissue
- Enhanced cleaning routines are followed, including cleaning frequently touched surfaces often, using standard products such as detergents

Additionally, the DfE has stated that **schools should try to separate year groups, and to maintain social distancing wherever it is possible to do so.**

Contact is minimised 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 school

- Children and staff who develop symptoms of COVID-19, or who live with someone with COVID-19 symptoms, will be directed to stay at home and self-isolate for 7 days with symptoms, or 14 days if they live with someone who has symptoms
- Any child that develops suspected COVID-19 symptoms during the day will be placed in a supervised isolation room until a parent/carer is able to collect them. Please ensure your contact details are up to date which you can check via INSIGHT.
- Testing is now widely available, and parents/carers will be asked to ensure that children with symptoms are taken to be tested, along with the rest of the household, and the test result is reported to us on receipt
- Results are now available within 24 hours and, therefore, the school and Public Health England can respond rapidly to any positive case to ensure the school continues to be a safe environment

Hygiene and enhanced cleaning routines.

- Children will be asked to sanitise their hands before entering every classroom
- We have contracted additional cleaners for during the school day which means that toilets and other high touch areas will be cleaned on rotation throughout the day
- Classrooms have been arranged so all desks are either forward facing or back to back
- Computer and musical keyboards will be wiped with disinfectant between each lesson
- Equipment will only be shared within a year group, and never between different year groups, unless it is thoroughly cleaned first. Any shared equipment used within a year group will also be regularly wiped down and cleaned

Schools should try to separate year groups and maintain social distancing wherever possible

- We encourage children to walk or cycle to school, wherever possible. There will be no car access to the site.
- If your child uses public transport, they will need to wear a mask. At present the guidance is clear that masks should not be worn in school, but in the light of recent changes to the wearing of face coverings in shops we anticipate that this guidance might change over the summer
- Children will have a staggered start and finish time to the school day
- Each year group will have their own zone with their own toilet block, food outlet and arranged area for break and lunch
- Additional water fountains are being installed so that each zone will contain at least one fountain
- Children’s movement around the school will be minimized
- Everyone will be required to walk on the left hand side of corridors in single file.
- Children will not share frequently used equipment, pens, pencils etc
- Children will not have access to lockers at this stage.
- Equipment for subjects such as Art or PE will be thoroughly cleaned between use or quarantined for 48hours (books), 72 hours (plastics)

Our schedule for the first week - Children will only be in on their scheduled day for this week.

Wednesday 2 nd September	Year 7 Induction With Tutor 11.00 – 2.00 Lesson 5 with teacher 2.55 Finish	Enter through Front Gate Through Reception
Thursday 3 rd September	Year 10 with Tutor 9.00 – 11.00 Year 11 with Tutor 1.00 – 3.00	Enter through Front Gate and line up on the Astro in Tutor Groups
Friday 4 th September	Year 8 with Tutor 9.00 – 11.00 Year 9 with Tutor 1.00 – 3.00	Enter through Front Gate and Line up on the MUGA in Tutor Groups

Going forward from Monday 7th September – Children should NOT arrive early. Please try to coordinate arrival exactly within the allocated timeslot.

	Arrival Time	Entrance/Exit	End time
Year 7	8.15 - 8.30	Main Gate Reception	2.55
Year 8	8.30 - 8.40	Main Gate Through car park and in Food corridor	3.00
Year 9	8.30 - 8.40	Side Gate Through gate between A Block and N Block – walk straight ahead between Astro and T Block	3.00
Year 10	8.40 – 9.00	Front Gate Along the front of school and through Glass Corridor	3.20
Year 11	8.40 – 9.00	Side Gate Through gate between A Block and N Block	3.20

What should children bring with them

- Bag big enough to hold exercise books of various sizes including A4 text books
- Black, purple and green pens
- HB Pencils
- Ruler
- Eraser
- Pencil sharpener
- Coloured pencils
- Protractor
- Pair of compasses
- Scientific calculator
- Glue stick
- Safety Scissors
- Mini whiteboards with whiteboard pen and eraser (supplied by school and issued on induction days)

School uniform and PE lessons

Children should come to school in full uniform each day with the exception of when they have a scheduled PE lesson when they should come to school in their PE kit.

Conduct and behaviour

The vast majority of our children behave brilliantly every day. It has never been more important for all of our children to follow instructions from all members of staff, to follow the hygiene polices, keep to their zones and areas of entry to and exit from the school. They will need to move to their next lessons as quickly and calmly as possible and be kind and supportive to every member of the community. Your support in going through these expectations is greatly appreciated.

The government has outlined their expectations that every child will return to school from September. We hope that this letter provides you with the information you need to confidently support the return of your child to Reigate School then. We will constantly review our processes and procedures.

It is also important to reiterate that a great deal could change between now and the start of the school year. We expect the summer to be extremely busy as we work to finalise and to implement our plans for reopening, and we are sure that the government guidance planned for 11 August may influence our thinking further. We will, therefore, not respond to queries or concerns raised by this letter until after this date when we know what the new guidelines contain.

Thank you for your continuing support.

Yours sincerely



Mrs Wardlow
Executive Vice Principal



Mr Alexander
Head of School