

Braidhurst High School

Return Post Lockdown
Welcome Back

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Covid-19 virus has not gone away

It is vital that the school community all take **personal** responsibility for;

- Maintaining high standards of hygiene
- Maintaining social distancing as much as possible

To make things clear for everyone we have put in place a series of protocols and procedures.

Welfare of staff and pupils

- All procedures and protocols are in place following an extensive risk assessment in line with Government and NLC advice.
- Many young people and staff are anxious and we all have a role to follow protocols and to model correct behaviour.
- There will be a cleaner in the school during the school day to assist with keeping touch surfaces clean.

Ethos

School vision and values

- Integrity
- Empathy
- Respect
- Trust
- Courage

These are key to our school and it is important in these different and challenging times the school community continues to show these values in interactions with one another.

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Pupil Welfare

Support for pupil welfare;

- Recognition that many pupils had difficulty accessing digital learning during lockdown for a variety of reasons
- Teachers will ensure all learning is revisited
- Contact with pupil support teacher on first day
- Pupil support team will be available for pupils

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Social Distancing in School

Scottish Government advice is;

- Adult to adult to maintain 2m
- Adult to child to maintain 2m, **where possible**
- Child to child no restriction but to avoid physical contact

The school has a range of procedures to enable this to happen including;

- keeping groups of pupils separate
- Pupils to be outside as much as possible

Hand sanitising

Hand sanitisers are around the school, however you may wish to bring your own.

Frequent hand washing or sanitising, for 20 seconds, should take place regularly throughout the day. In particular;

- Entry and exit school
- Before and after breaks
- Eating or drinking
- Between classes

Uniform

Pupils will be expected to wear normal school uniform;

- Black skirt or trousers
- White shirt with school tie
- Black V neck jumper or cardigan
- Blazer
- Waterproof jacket for outdoor use

Resources

Pupils should bring a school bag which will have only key materials;

- Pen, pencil, rubber, sharpener, ruler and calculator etc
- Jotters and textbooks required for that day
- PE kit (suitable for outdoor) – black tracksuit/white T shirt/outdoor jacket
- As pupils are unable to use changing rooms PE kit should be worn to school on the days they have PE

Pupils should not share own resources with other pupils.

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Transport

School transport (buses / taxis) is part of the school estate and therefore the same rules apply;

- Hands to be sanitised on entry and exit
- Pupils have to spread out evenly within the vehicle
- Pupils can choose to wear a mask, but this is not essential

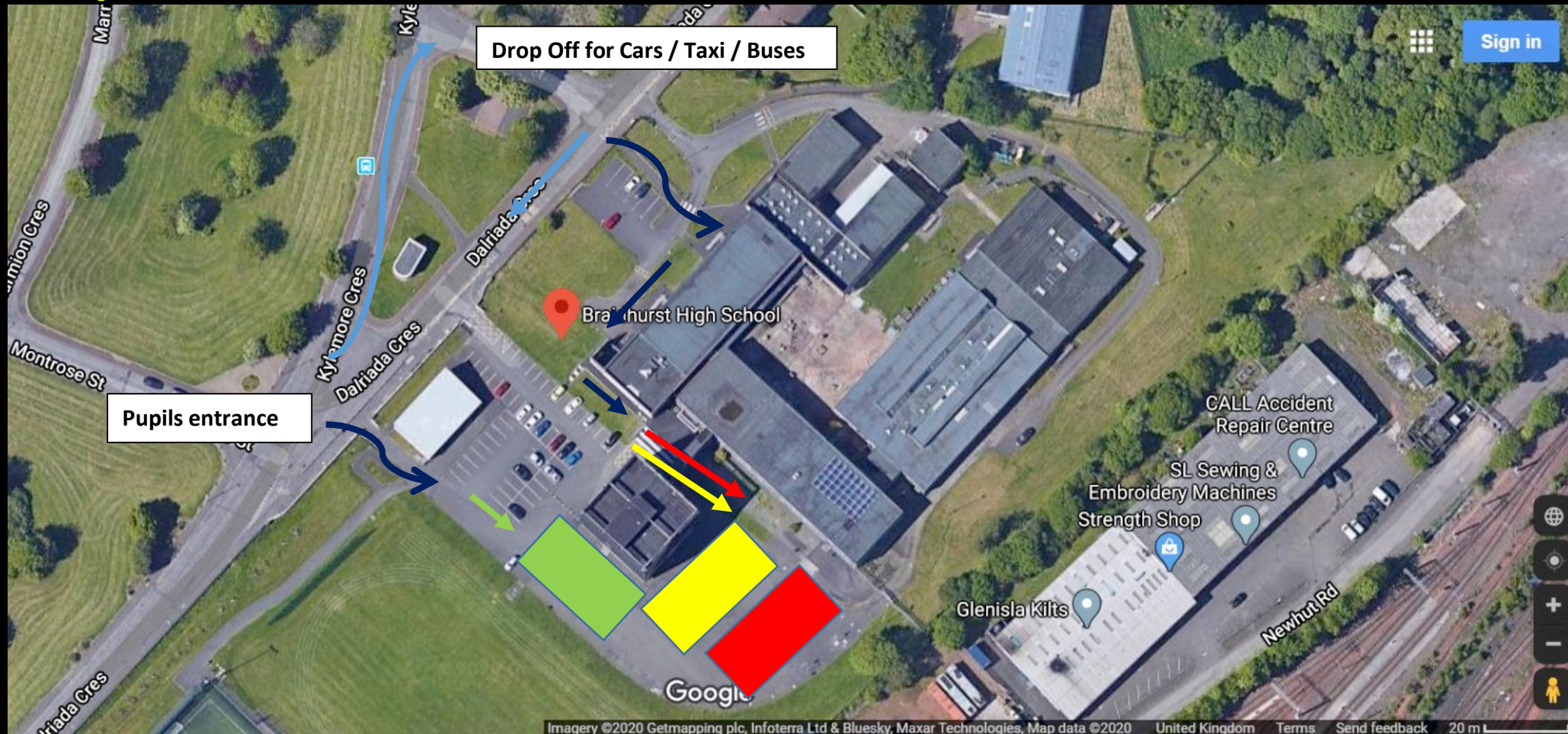
Public transport requires all pupils to;

- Wear a face mask

Designated Areas

- S1 red zone
- S2 yellow zone
- S3 green zone

Pupil Access



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Access to school

Pupils are encouraged to use active methods of travel;

- Walk / cycle / park and stride

Buses / taxis / cars should use a one way system drop off pupils (light blue arrow)

- up Kylemore Crescent and down Dalriada Crescent

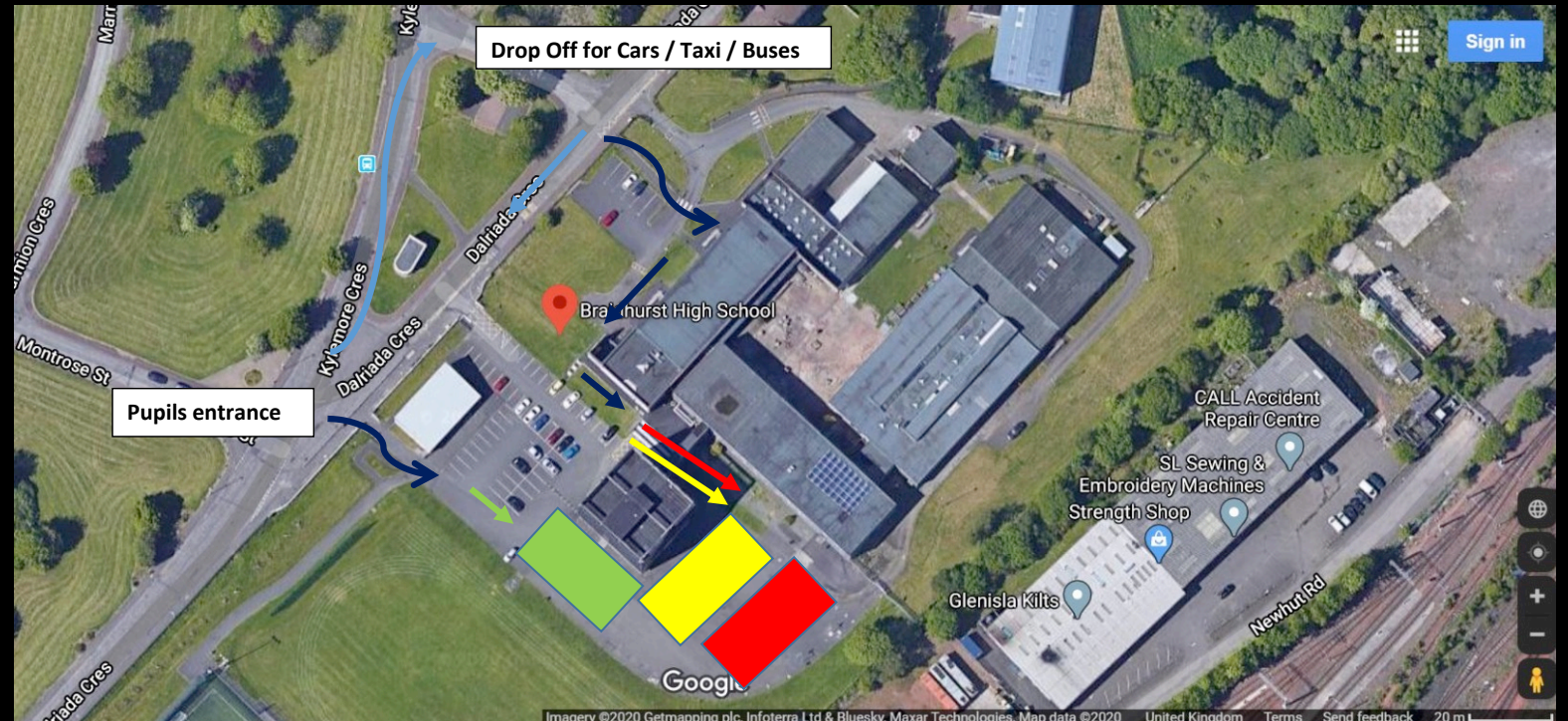
BGE Pupil Access

Those walking to school should enter the grounds using the **pupil gate**.

S1 follow red

S2 follow yellow

S3 Follow green



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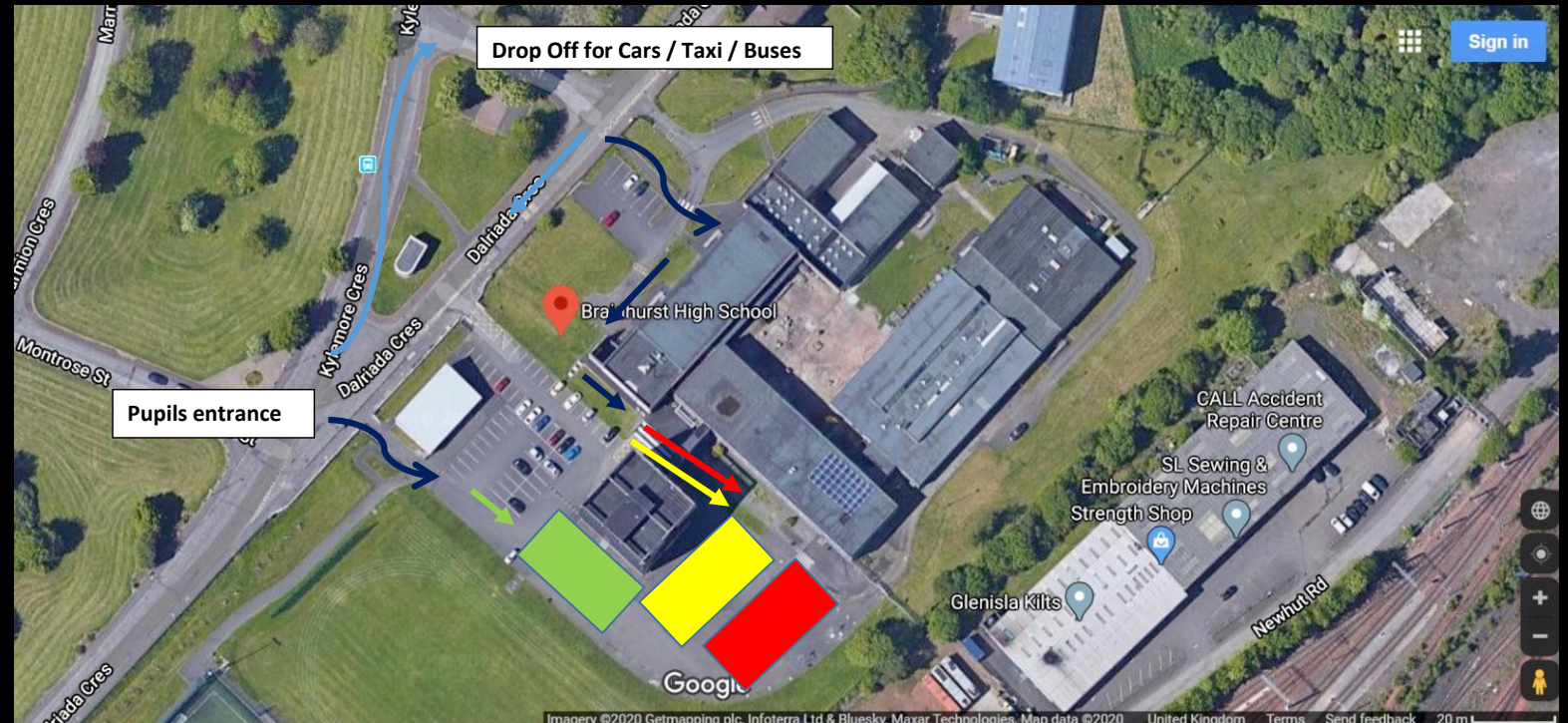
BGE Pupil Access

Those transported to school should enter the grounds using **the back gate.**

S1 follow red

S2 follow yellow

S3 Follow green



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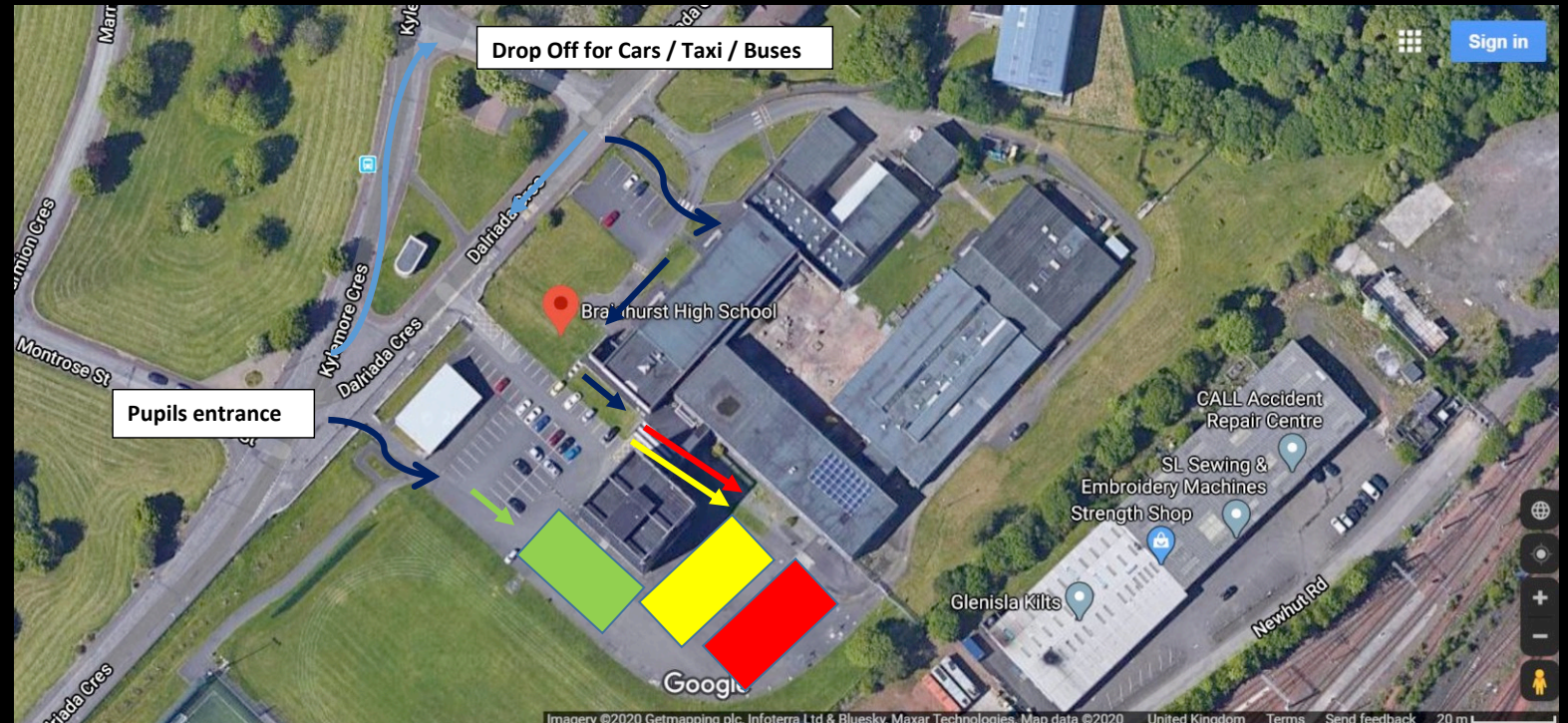


Senior Phase Pupil Access

Those walking should enter the grounds using **the pupil gate**.

Those transported should enter the grounds using **the back gate**.

Senior pupils should go under the flyover in via pupil entrance and go directly to department.



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Pupil Access – to minimise risk

- Pupils **should not** access the school using the fire exit at the bottom of the tower block.
- Pupils **should not** walk through a zone designated for another year group.

Movement around the school

Movement around the school will be kept to a minimum

A one way system is in place around the school, including the tower;

- Up – stairs nearest the main teaching block
- Down – stairs nearest the playing fields

Where this is not possible pupils and staff should keep to the left.

S1 – 3 pupils will wait in zones and be invited into school

S4 – 6 pupils go directly to department in school

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Parents/Visitors to school

All communication with the school should be by phone in the first instance. Following a phone call if an appointment is required parents/visitors should;

- Wear a mask
- Sanitise hands
- Provide contact details
- Maintain 2m social distancing

An interview room will be used for all meetings.

Classrooms

All classrooms have been prepared with;

- Desks separated and forward facing
- A 'teacher only' 2m area at the front of the classroom
- A seating plan for every class to maintain maximum distancing
- Touch surfaces kept to a minimum or covered
- Doors and windows kept open to enhance ventilation

Classrooms

Class teacher is responsible for their own work station, including desk, chair, computer and telephone.

Pupils should take responsibility for their own desk.

It is recommended that these are wiped down at the beginning of use.

Class procedures

1. Teacher sprays the desk and chairs before pupils enter.
2. Pupils only enter class as directed by teacher.
3. Pupils collect and use a paper towel to wipe seat and desk.
4. Pupils must keep their bag on the floor.
5. Pupils bring their own equipment, pens, pencils etc.
6. Pupils must not share their own resources.
7. Teacher controls when pupils leave at end of lesson.
8. Pupils place soiled paper towels in bin.

Class working

- Pupils are encouraged to send work to teachers electronically for marking.
- Teachers may use a 'marking desk' where pupils place work on a desk that the teacher can then access.
- Demonstrations may be with small groups of pupils or by video / ladybug camera.
- There will be no 'out of class' break during a double period.

Class – what if?

Toilet

- pupils are encouraged to use toilet facilities during breaks
- teacher will contact a member of SMT if a pupil needs access during the lesson
- SMT manage and control numbers using the facilities

Illness – if staff or pupils feel unwell they should not attend. If taking ill in class

- pupils should alert staff if they are unwell
- teacher will monitor situation
- teacher will contact office

Class – what if?

Behaviour

- we expect our usual high standard of behaviour in school
- teachers will remind pupils about expected rules of conduct
- school discipline steps will be implemented when necessary

Fire Procedures

- normal fire procedures will be followed

Interval

Pupils will be expected to go outside (but must remain in the school premises) during interval.

social area

- S1 – Red Zone 1
- S2 – Yellow Zone 2
- S3 – Green Zone 3
- S4 – Quadrangle
- S5 – Assembly Hall
- S6 – Dining Hall

access to catering facilities

tuck shop
tuck shop
van
dining hall
dining hall
dining hall

After accessing catering facilities pupils must go outside or to their social area.

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Wet Interval / Lunch

When extreme weather prevents the use of outdoor areas

- S1 – tuck shop area
- S2 – tuck shop area
- S3 – dining hall
- S4 – assembly hall
- S5 – foyer
- S6 – social subjects



Lunch

All schools are moving to cashless system for school payments, including lunches more information from the link below;

<https://northlanarkshire.gov.uk/index.aspx?articleid=34918>

Parents can apply for a free school meal using the link below;

<https://www.northlanarkshire.gov.uk/freeschoolmeals>

Lunches

Pupils pre-order morning break and lunch options from a smartphone app called 'Fusion Mobile'

<https://www.northlanarkshire.gov.uk/index.aspx?articleid=22309>

Instructions to prepare for use

1. Parents should sign up to their iPay impact account as soon as possible.
2. Students can download the app "fusion mobile" from the Appstore onto their smartphones.
3. Parents should keep their iPay account topped up to allow students to pre-order.

Lunches

Cold lunches and snacks will be served in the canteen.

All hot meals will be served and eaten in the canteen.

Packed lunches will be eaten in the assembly hall.

Pupils will need to maintain social distancing when in the canteen and should return to their designated social area after they have eaten their lunch.

Risk Assessment

A risk assessment has been completed for the school and is available. The document will be reviewed on a regular basis by a group of staff including union representatives.

Individual risk assessments can be completed for those staff and pupils who feel there is a specific concern e.g.;

- Underlying health conditions
- BAME
- Pregnant

Please speak to a member of SMT if you think you need an individual risk assessment.

Covid Symptoms

Check NHS website for full details

- High temperature
- New continuous cough
- Loss of, or change in sense of smell or taste

If you exhibit any of these symptoms do **NOT** come into the school and arrange for test.

Positive result

- remain at home for 10 days and self isolate
- other members of household self isolate for 14 days

Any member of the school community who exhibits any of these symptoms informs the school.

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Covid Symptoms – Pupil

At home

- Parent / carer arranges for test

At school

- Pupil informs member of staff
- Staff inform office and pupil sent to First Aid Room
- Pupil work space cleaned
- Parent / carer contacted to collect pupil
- Parent / carer arranges for test

Covid Symptoms – Staff

- Inform SMT by phone
- Remain in class
- Agree with SMT on how to get home
- Arrange for test

Exit from school building

- PE back door
- Pupil exit at tuck shop area
- Bottom of tower

Staggered departure at end of school day

S1/2 10 minutes early

S3 5 minutes early

It is essential that the area around the school is kept clear at the end of the day

- pupils do not gather at the school gates
- cars are kept away from the school gates keeping Dalriada Crescent and Kylemore Crescent clear

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Stay safe

As a school community we all have responsibility to stay safe and look after ourselves and each other.

Our behaviour is the only thing which will prevent the spread of the virus.

This will ensure all our families and the local community are kept safe too.