



ENSURING A COVID-SECURE WORKING AND LEARNING ENVIRONMENT



GUIDE FOR PARENTS AND CARERS



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Wellbeing and Pastoral Care

How will you ensure that the pupils socially and emotionally readjust after all this time?

Pupils who have already returned to College were delighted to see their friends after such a long time, and it was a pleasure to see them settle back into school routines so quickly. That being said, we are very mindful that lockdown has been extremely traumatic for some children, and so our full counselling service and pastoral support team are on hand to support pupils who are struggling. We will use tutor time (Senior School) and Form Time (Junior School) to support social interaction, and teachers will be mindful of the emotional wellbeing of all the children, alerting the pastoral team and parents or careers if they have any concerns, or feel additional support is needed.

What will happen if my child is now too anxious to return to school?

If your child is feeling particularly anxious about returning to school, please contact the relevant pastoral team or your child's Form Teacher who will be happy to discuss the best way forward to support your child. We hope that, through discussion and by putting in place a plan for support, all pupils will quickly feel confident to return to St Dunstan's.

What will happen if I don't feel comfortable with my child attending school?

It is very much our hope that all parents will feel reassured by the extensive planning and preparation the College has undertaken to make its sites as safe as possible. However, if you do not feel comfortable with your child attending school, please contact the

relevant member of the pastoral team, who will be happy to discuss the protective measures in place within school and any specific concerns you may have. They will also be able to discuss with you the latest guidance from the Department for Education, on attendance management and expectations, as well as any remote learning support that we may be able to put in place, if required. Our intention is that all pupils return to school in September.

How will you support pupils with particular health or learning needs?

Where you feel that the return to College may present a particular challenge to your child, due to their individual needs, please get in touch with the relevant pastoral team, SENDCo or College Nurse, who will be happy to discuss how best to support your child upon their return.

My child is new to the school - how will you help them to settle-in?

We will run our usual programme of induction for all pupils new to the College, which will help them to get to know their teachers and peers, and also get used to our routines and procedures. We will also make sure that new pupils are prioritised, so that they fully understand how our remote learning offering works and how to access it to best effect, should that become necessary. We fully intend to host all relevant welcome evenings for new parents, whether remote or in school, providing you with an early opportunity to meet the team responsible for your child's ongoing care throughout the course of the year.



Academic Matters

How will you ensure that the pupils academically catch-up and readjust after all this time?

We are very mindful that remote learning has been academically challenging for some pupils, and we are actively planning for the return to school to include clear adjustments from teachers to support this. In particular, we will be asking teachers to scaffold lessons more gradually than usual, in terms of expectations, sanctions, and lesson pace, including building in time for consolidation of previous year's work more explicitly than would normally be the case. As always, where any pupil or group of pupils are in need of further and targeted academic intervention, we will make provision for this in our timetable.

What is the timetable likely to look like in September?

We have planned for a full timetable from September, and have not currently made adjustments to it other than the timings of the day to ensure that we are minimising the crossing of different bubble groups. The range of lessons taught and total teaching time will remain the same. If remote learning does become necessary again, in all or in part, we intend to still maintain the timetable as written in the Senior School. In the Junior School, we would revert to the successful bespoke timetable for remote provision, with the addition of increased live teaching. Teachers will discuss what their remote timetable will look like with pupils, who will receive a printed copy to put in their reading record/pupil planners to refer to if needed.

Will you adjust the times of the school day to avoid rush hours?

We have staggered start and end times in line with

government guidance. In order to maintain a full timetable, we were unable to make significant adjustments to the starting times of the day to avoid peak travel periods and therefore we encourage as many pupils as possible to walk or cycle to school.

What will happen if teachers become unwell or have to self-isolate?

If a member of staff displays any symptoms of Coronavirus, they will return home immediately and follow the appropriate self-isolation guidance. Parents will be notified if a member of staff has been tested positive for the virus. Classes will be covered appropriately.

If my child is required to self-isolate, will they still be able to access lessons?

Where pupils must self-isolate, we are committed to continuing their education through interactive and remote teaching and learning, as much as is practicable.

In the Junior School, will specialist lessons take place in September if children are still in bubble groups?

We are committed to pupils accessing specialist lessons from September and our specialist teachers will continue to deliver these lessons as normal. When lessons take place in a specialist classroom (Art Room/Music Room), pupils will need to wash their hands thoroughly upon entering and leaving the lesson, as well as assisting with cleaning their work space and chair. All equipment/resources will be thoroughly cleaned before being used by a different bubble group.



Co-Curricular (Forder)

Will we continue to have exciting Forder activities on offer?

Yes, we fully intend to have a full range of co-curricular activities on offer. We are in the process of planning for a full launch in September. Activities will be adjusted to ensure that we limit mixing of bubble groups as much as possible, but we remain confident that we will still be able to offer an extensive and exciting schedule of Forder activities nonetheless. These will begin to launch in week three of term, to allow time for pupils to settle in to routines and school life.

Will music lessons continue to take place?

We have been and continue to be supportive of remote music lessons and feedback from parents on these has been positive. However, the guidance does indicate that lessons can take place in school and we are confident instrumental lessons can be safely accommodated on site. Parents will be able to liaise with the visiting music teachers directly to arrange a suitable lesson time with them, whether this is in school or a continuation of remote provision.

Will competitive sports be re-introduced?

It looks unlikely that competitive sport as we knew it previously will be back in time for the start of Michaelmas Term. Our Sports Department have been active participants in regular virtual meetings of the professional body for Directors of Sport, who

are discussing the impact government guidance, and then the interpretation of National Governing Bodies, will have on sport in schools. Regardless of where we are in September, we will be working with other schools to find creative ways of keeping pupils active and able to access sporting competition in a safe and appropriate way.

Are any trips going to happen?

We continue to follow guidance and meet weekly to update our position on all planned trips. We fully recognise the importance of trips for pupil development, and are committed to getting back to a full programme as soon as we are safely able to do so. We won't be asking parents to make any financial contribution to trips until we are certain that they will be able to go ahead or only when we are certain that a full refund will be granted should the trip not take place. Day trips may take place with thorough risk management, as always, and Staff will communicate with parents directly on a case by case basis.

Will House activities happen?

Our programme of remote House activities was a big success last term, with Heads of Houses reporting excellent engagement from our pupils. We have planned a full calendar of House Competitions in preparation for being back in the Michaelmas Term, but they will inevitably be adjusted to maintain the principles of social distancing and bubble integrity.



The Health & Safety of our Sites

What happens if there is a case of Covid 19 in the school?

We will strictly follow government guidance on this matter

In line with current guidance, any pupil with Coronavirus symptoms will remain in our dedicated isolation room, with a qualified nurse and/or first aiders, until their parents can collect them safely. Once at home, they should arrange to have a test. This can be organised by visiting <https://www.gov.uk/get-coronavirus-test> ; all staff and pupils attending an education or childcare setting have access to a test, if they display symptoms. If a pupil has symptoms, they should isolate, along with members of the household.. If the test results are negative, they can return to the College and household members can end their isolation. If the result is positive, they should isolate for at least 10 days and their household should isolate for 14 days. In the event of a confirmed case within the College community, we will follow the advice of the local health protection team, who will guide on appropriate action.

What happens if my child has no choice but to use public transport?

Pupils and staff are encouraged to walk, cycle or travel by car to school, however we appreciate that this may not always be possible. If public transport is your only option, and in line with current guidance, you will need to wear appropriate PPE which, as a minimum, should include a face covering.

Will lunch still be available?

We are planning and preparing for the return of a full catering provision, with a range of high quality, healthy, hot meals being provided each day. We believe this will be possible with the tried and tested measures we already have in place, to reduce risks of cross contamination, through physical distancing and additional screen protections.

Will access to toilets and communal areas be controlled to protect the integrity of bubble groups?

The areas pupils are allowed to access during break and lunch times will be limited, and staff supervision of those areas will be different to our usual procedures. We will be deploying staff on duty, particularly during break and lunch times, to support the integrity of bubble groups and remind pupils of social distancing, where appropriate. This will include supervision for the use of toilets, at key points in the day, to ensure that there is reduced mixing between bubble groups and social distancing is in place where appropriate. While the weather remains fair, it is our firm intention to ensure outdoor recreation remains the default, as much as is possible.

Can my child bring snacks/their own water bottle to lessons?

Yes, children will be expected to bring their own water bottles, and access to fresh drinking water will be provided in the Refectory and at hand washing stations, so that pupils can refill bottles throughout the day. Water fountains will not be usable. To ensure that we are able to maintain bubble groups and social distancing, we are not currently planning to open the Refectory for Senior School students to purchase breakfast before school or snacks at break time. We will therefore allow these students to bring in their own healthy snacks from home to eat at break time if required. These should not contain nuts. We will keep this under review and will resume break time service when appropriate to do so. In the Junior School, all pupils from Nursery to Year 6 will be required to bring in a healthy, nut-free snack for break time.

How will you manage cross-contamination of stationery and other classroom equipment?

Pupils will be expected to bring in their own pencil cases and equipment, and must not share or borrow other pupils' belongings. Teachers and support staff will endeavor to clean curriculum resources provided by



the College, such as toys, text-books and practical equipment, after use, by using antibacterial wipes. Pre-Prep pupils (Nursery-Year 2) will not be required to bring their own stationery to school and will be provided with their own items on the first day of term. These items will remain in school and they will be unable to share them with other pupils.

How are you going to make sure my child washes their hands regularly?

All staff and pupils will be expected to wash their hands upon arrival and regularly throughout the day. Hand sanitizers are also positioned in all common areas around the College and we request that all pupils (Nursery to Sixth Form) bring their own small bottle of hand sanitizer to carry during the day to use at the start and end of lessons. Teachers will remind children throughout the day on the importance of regular hand washing, including an instruction before lunch. Staff on duty will talk to children who are using the bathrooms about the importance of good hygiene, where appropriate. The latest hand washing Government posters are on display around the College.

How are you going to keep the College from getting stuffy and keep the air flowing?

All classroom doors and windows will remain open, with appropriate measures in place in the event of lock down or evacuation. Air conditioning units will not be in operation to reduce any risk of cross contamination.

How will you reduce the risk of cross contamination?

A number of key property staff have completed specific external training on how to clean the College appropriately. Cleaning procedures have been changed significantly and common touch points, such as door handles, light switches, bannisters and desks, as well as common areas, are being cleaned throughout the day. Thorough cleaning of all common areas is completed twice daily.

Can I wear a face covering and/or gloves?

We will actively support all pupils, teachers and parents who wish to use PPE while on the college

site. We appreciate that each individual will have their own thoughts and priorities on this matter and, as such, the College will encourage people to do what makes them feel safe. We will ask Senior School students to wear face coverings in the corridors and indoor communal spaces. This is due to the specific complexities of our school site and the difficulty of being able to distance in these areas. We will be discussing with all Senior School students how to safely wear a face covering in school.

Will you complete temperature checks upon arrival?

As research suggests that many children do not display a temperature with Covid 19, but may indicate a range of other more common illnesses, we have decided not to temperature check, unless a child feels unwell.

Do you have access to handwashing facilities and anti-bacterial hand sanitisers?

All Staff and pupils will be expected to wash their hands upon arrival and regularly throughout the day. Hand sanitisers are also positioned in all common areas around the College, and in a number of classrooms. Should you wish for your child to bring in their own hand sanitiser, they are very welcome to do so but they must not share it with other pupils.

Do you have facilities for medical attention and isolation in the event of an expected outbreak?

The College's Wellness Centre, managed by our fully qualified nurse, Mrs Watson, is fully equipped for first aid and medical treatment. This facility also includes a complete separate area for isolation, should it be required. Discussions with the Chaplain, Counsellors, Tutors or our Designated Safeguarding Lead will all be available, whenever you need assistance.

What should a pupil do if they feel unwell whilst at the College?

Pupils simply need to let their teacher, or any member of staff, know if they are feeling unwell. The College has a significant number of qualified



first aiders, in addition to the Medical Team who are located in the Wellness Centre and led by a full time, qualified nurse.

Where is the nearest hospital?

The University Hospital Lewisham is only 1 mile away, which is a 5-10 minute drive away from the College.

What are the arrangements for September and what will you do if there is another lock-down?

We are very proud of our remote learning provision and we are ready to revert to it, in whole or in part, as necessary.

How will you manage the beginning and end of the school day to avoid overcrowding on the drives and commutes?

We have now shared our timetable for staggered drop off and collection times, depending on your child's year group. This has worked successfully when we welcomed pupils back to school during the Trinity Term and we will continue to use floor markings to indicate social distancing on the approaches to the College buildings and within the corridors. We kindly request that you ensure that your child arrives during their allocated 'window' to minimise overcrowding on the College site.

How will you manage lunch times?

Thanks to our fantastic caterers, Holroyd Howe, we have continued to provide hot meals for pupils during lock-down. This has been achieved by physical distancing measures, screens and appropriate PPE. We believe that children sitting and eating a healthy lunch with their friends is an extremely important part of the day so we intend to continue to offer this provision from September, complying with the latest guidance at that time. Lunch times have been staggered for different bubble groups to facilitate smaller numbers being in the Refectory at the same time.

How will you ensure that physical distancing is followed?

We will continue to follow physical distancing guidance through thorough site signage and

marking, as well as staffing the site to assist in monitoring. Classroom layouts will be adjusted to conform with social distancing guidelines.

Will class sizes change?

We will continue to follow government guidance on this matter and can confirm that bubble groups will be specific to year groups. The only exceptions to this are a Sixth Form bubble group (combining Year 12 and 13) and an EYFS bubble group (combining Nursery and Reception).

Will you allow visitors in the College?

Whilst the majority of visitors will be asked to meet with staff 'virtually', those that need to access the College will be expected to wash their hands upon arrival and to adhere to the social distancing guidelines.

Will pupils be able to wear home clothes each day to aid with washing?

Pupils will return to College in full uniform, summer uniform for the Junior School. The guidance now indicates that uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. On days where pupils have PE or Games, they should wear their kit for the entire day to avoid changing. Changing rooms will be closed until further notice. If your child has PE/Games on the first day of term, your child's Form Teacher will communicate this with you in advance.



Travel, Holidays and Quarantine

What do we do if quarantine disrupts my child's return to school?

Should your child be unable to return to school for the first day of term, we ask that you inform the College Office (Senior School) or Junior School Office in advance.

What transportation will be available from September?

The school coach will run as normal, with slightly adjusted timings. Pupils will be required to wear a face covering if they are in the Senior School and all pupils should sit within their bubble groups when on the coach. We will communicate separately with families who use the school coach with details of any changes.

Finances

How are the finances of the College coping in this pandemic?

We are in a strong place. Demand for places at the College has never been higher. Our building works continue and we are confident for our future. Where families are struggling as a consequence of Covid 19, we are doing everything we can to offer flexibility and support.

If School does not resume in September, will there be a discount in fees?

We are planning for the College sites to be fully open from September and therefore full fees will be charged. Should we not be able to realise this intention and have to revert to remote learning, we will actively consider appropriate fee remissions as we have done throughout this pandemic.

Communications

Communications during Covid 19 have been excellent – will this continue?

We have been so grateful to you for your feedback on the recent survey. We have considered what you have said and are going to continue with a weekly bulletin to all parents

sent, with links, in one email to you each week. The Headmaster will also write a letter to you weekly, as part of this bulletin. In addition to this, the parent bulletin, hosted by iSAMs will be comprehensively reviewed so that it can more effectively store your data and information pertaining to your child, as well as letters, but in a user-friendly way.

KEY



TOILETS



HANDWASHING AND
DRINKING WATER STATIONS



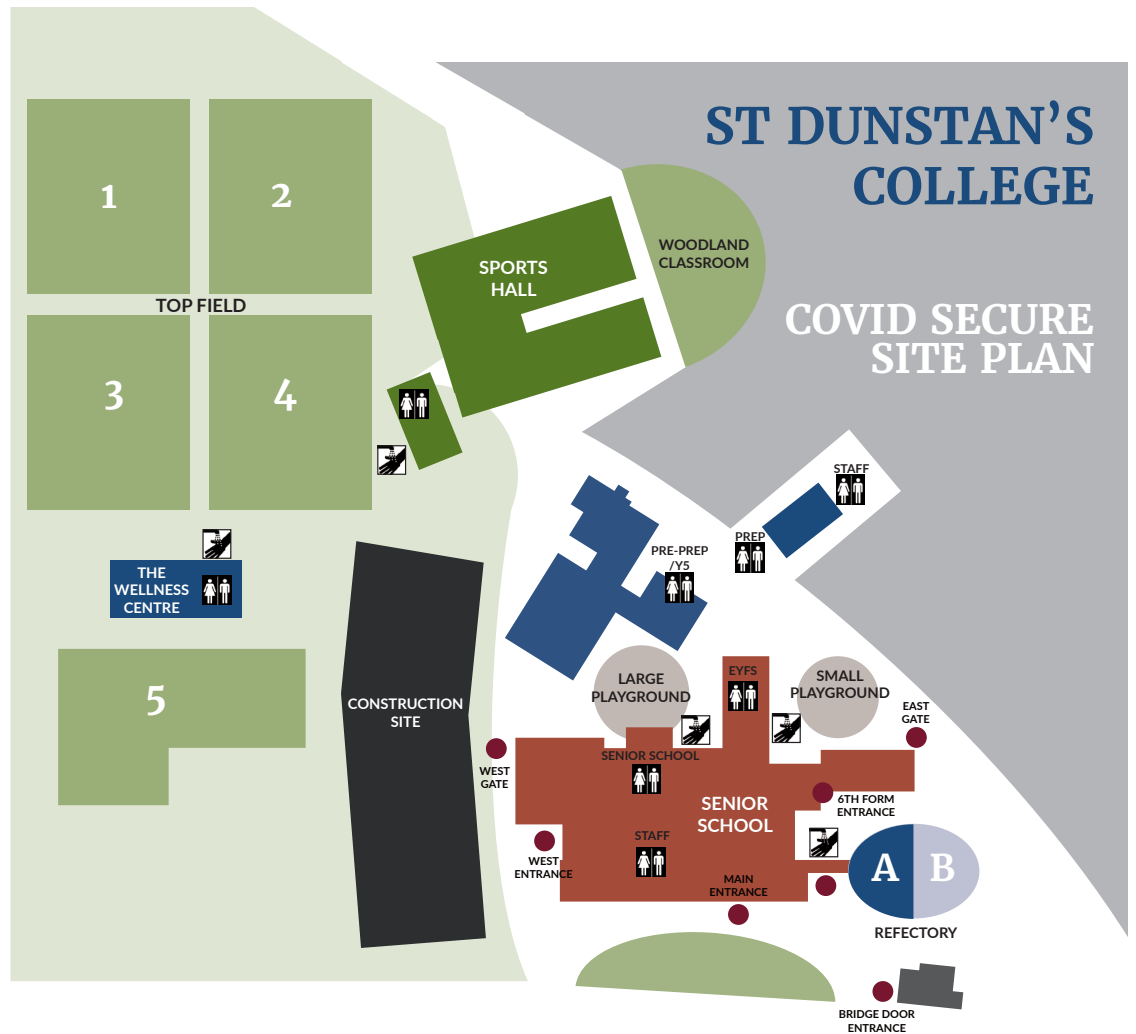
OUTDOOR AREAS

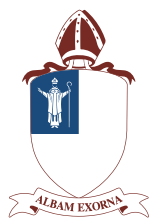


PLAYGROUNDS



ENTRANCE/EXITS





St Dunstan's

— College —

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St Dunstan's College, Stanstead Road, London, SE6 4TY
Charity number: 312747
www.stdunstans.org.uk

An ambitious, forward-thinking community that inspires and supports individuals to thrive