

5 March 2021

Dear Parents and Carers,

I am really pleased to be writing to you regarding the return to SCS on Monday 8 March following the recent announcement by the Government last week. Whilst many of the routines previously in place last term will still apply, there have been some changes including the introduction of Lateral Flow Testing announced in the latest guidance and to that end we hope that the following information will be useful. This is, therefore, a lengthy document, so I have marked each item with 'new', 'enhanced' or 'reminder' to help with its reading. I continue to work closely with our colleagues across Sandwell in how we can safely manage our students in our Centres of Learning but also some elements that are unique to our specific Centre of Learning. I thank you in advance for your understanding and flexibility as we all adjust to any new arrangements.

★★New★★ - Staggered Return

As you may be aware, secondary schools have been asked to consider a phased return for face-to-face education. The below table shows our plan to welcome students back from the 8th March 2021. Any students not expected to attend for face 2 face learning will continue to have access to 'Live Learning'. A gentle reminder that School attendance will be mandatory for all pupils, with secondary schools able to phase return over the week of 8 March.

Week Commencing 8 th March						IN@SCS
	M	t	W	T	F	✓
Y11	✓	✓		✓	✓	9.00-1.30
Y10			✓			9.00-1.30
Y9			✓			9.00-12.30
Y8			✓			9.00-12.30
Y7			✓			9.00-12.30

Week Commencing 15 th March						IN@SCS
	M	t	W	T	F	✓
Y11	✓	✓	✓	✓	✓	9.00-1.30 (12.30)
Y10	✓	✓	✓	✓	✓	9.00-1.30 (12.30)
Y9	✓	✓	✓	✓	✓	9.00-1.30 (12.30)
Y8	✓	✓	✓	✓	✓	9.00-1.30 (12.30)
Y7	✓	✓	✓	✓	✓	9.00-1.30 (12.30)

Week Commencing 22 nd March						IN@SCS
	M	t	W	T	F	✓
Y11	✓	✓	✓	✓	✓	9.00-2.30 (1.30 Fri)
Y10	✓	✓	✓	✓	✓	9.00-2.30 (1.30 Fri)
Y9	✓	✓	✓	✓	✓	9.00-2.30 (1.30 Fri)
Y8	✓	✓	✓	✓	✓	9.00-2.30 (1.30 Fri)
Y7	✓	✓	✓	✓	✓	9.00-2.30 (1.30 Fri)

★★Reminder★★ - Vulnerable & Keyworker Students

We will continue to offer face-to-face education every day for all vulnerable and keyworker students, however please note we will have an earlier finish time of 1.30 for 8th March and 15th March.



Sandwell Community School, Main

School Centre of Learning,

Westminster Road, West Bromwich, B71 2JN

Tel No: 0121 521 1542 | e-mail: enquiries@sandwellcs.org.uk **EXECUTIVE**

HEADTEACHER: Mr Kevin Morgan

◆◆New◆◆ - Lateral Flow Testing

As you may be aware, students attending schools across England have the opportunity to take part in the COVID-19 rapid testing programme which will take place here at school. Testing is only for those without coronavirus symptoms and who have not had a positive diagnosis for Covid-19 within the past 90 days and will use quick COVID-19 tests known as 'lateral flow tests' (LFTs). Up to one third of people who have coronavirus experience no symptoms.

The Government has asked us to do this testing three times for each student, spaced at intervals of between 3-5 days, to help stop the virus spread, to help keep our school as safe as possible. Whilst we would really encourage and hope that everyone will fully engage with this process, the Government has said that this is not compulsory but highly recommended and any students who do not take the tests will, therefore, still be able to attend school.

Our experienced staff will supervise all students taking the test, gradually helping to develop and empower students to take ownership of the process by their second and third visit. The 'lateral flow' tests are quick and easy using a swab of the nose and throat. An instructional leaflet with some more information is on the last page.

Results (which take around half an hour from testing) will be carefully recorded and where positive, students and their family will be required to self-isolate (for 10 days from a positive test or first symptoms) and follow guidance from NHS Test and Trace.

To enable the whole school to return from Monday 8 March at the earliest possible opportunity, we will begin this process this week, in advance of school re-opening, with a testing facility available at the student's HOME Centre of Learning. A school text message will be sent out for you to book a slot for your son/daughter. We will require consent for your son/daughter to be part of this testing so please can you either email/text/post the CONSENT slip on page 3 for return as soon as you can, so we can plan. If you have any further questions regarding the testing programme, please address these to enquiries@sandwellcs.org.uk.

Students will need to arrive for their allocated time and must then return home immediately afterwards. I expect the process for each student to take between 20- 30 minutes.

HOME Centre of Learning	
Assessment @ Wednesbury	Thur 4 March 9.30-12
Cope @ Smethwick	Fri 5 March 9.30-12
Create @ Tividale	Tue 2 March 12.30-2.30

HOME Centre of Learning	
Main @ West Brom Y11	Wed 3 March 9.30-12
Main @ West Brom 10.9.8.7	Wed 3 March 12.30-2.30

◆◆Enhanced◆◆ - Face Coverings

The guidance regarding face coverings has been enhanced since we were last on site. In addition to the use of face coverings on transport, when moving around the premises and in communal areas, the Government has recommended that face coverings should be worn in classrooms where social distancing cannot be maintained (apart from when taking part in exercise or strenuous activity e.g. PE). They are recommending this additional precautionary measure for a limited time, until Easter in the first instance, when it will be reviewed. Due to the nature of our classrooms, whilst we have enabled social distancing between teachers and students, this will be our default here too.

I strongly advise face coverings to be worn during lessons, unless notified otherwise by a member of staff, for example if sufficient social distancing between students is able to take place within that classroom.



The Government has also recommended that face visors or shields should not be worn as an alternative to face coverings. Whilst they may protect against droplet spread in specific circumstances, they are unlikely to be effective in reducing aerosol transmission when used without an additional face covering.

Some students are exempt from wearing face coverings and this applies to those who:

- cannot put on, wear or remove a face covering because of a physical impairment or disability, illness or mental health difficulties
- speak to or provide help to someone who relies on lip reading, clear sound or facial expression to communicate

Please do let us know if this may apply in your circumstances so that we can be sensitive and supportive to those needs. Whilst a limited supply of disposable face coverings will be available in reception, we would expect students to bring two face coverings (preferably reusable) with them to school each day and that these should be washed regularly, so it may be advisable to have an ample supply to avoid the necessity to wash them at the end of every day. I will supply a sealed clear plastic bag for students to carry their face covering.

◆◆Reminder◆◆ - School Lunches

School lunches will continue to be available at each Centre of Learning. Please do let us know if there are any special dietary circumstances so that we can be sensitive and supportive to those needs.

◆◆Reminder◆◆ - 'Bubbles' and other initial principles

All Centres of Learning at SCS are following this system of controls:

- A requirement that people who are ill stay at home
- Robust hand and respiratory hygiene
- Enhanced cleaning arrangements
- Active engagement with NHS test and trace
- Formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable.

In order to minimise the number of contacts students will continue to be in their form and year group 'bubbles' and students will be seated separately wherever possible. Classroom desks will remain forward facing as much as possible and staff will be maintaining distance from students and other staff as much as possible.

Respiratory Hygiene

We continue with the 'Catch it', 'Bin it', 'Kill it' approach. Students will be reminded of the following:

- 1) Avoid touching your mouth, eyes and nose
- 2) Cover your mouth and nose with disposable tissues when you cough or sneeze. If one is not available, sneeze into the crook of your elbow, not into your hand
- 3) Dispose of tissues into a bin and immediately clean your hands with soap and water or use a hand sanitiser

◆◆Reminder◆◆ - Uniform

We will continue in full school uniform. HOWEVER, students will be allowed to come into school wearing **appropriate** sports kit on the days when they have PE lessons or a sports club. Appropriate is key here, so NO leggings, NO crop tops, NO hoodies and DEFINITELY NO Jeans. We will monitor this carefully and liaise with you if this is not being adhered to.



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New - Water bottles

As a trial, ALL students are allowed to bring a water bottle, WATER ONLY, with them to school; maximum capacity of bottle is 1 litre. Disposable single use water cups will no longer be available on any Centre of Learning. If rules are not followed this will be stopped for the Centre of Learning.

Reminder - Cleaning of the buildings

Hand sanitiser is available for use at the entry to each building and is also available in each classroom and office. Banisters, door handles, light switches, etc. will continue to be cleaned throughout the day. Toilets and sinks will be cleaned during the day. In addition to the above, anti-bacterial wipes will be available for students and staff to sanitise their desks and chairs on arrival and departure from every classroom that they are in as a matter of course. Your continued support, patience and co-operation is much appreciated and will be vital in the coming days and weeks.

New - Public Examination Groups

Following the release of information last week relating to the awarding of grades for public examinations, we are working through the guidance to develop a robust plan and policy.

Yours faithfully

K Morgan

Kevin Morgan

Executive Headteacher

LFT CONSENT..... LFT CONSENT.....LFT CONSENT.....LFT CONSENT.....LFT CONSENT.....LFT CONSENT.....

If you are happy for your son/daughter to be tested then send your CONSENT by email, text or use the slip below

EMAIL enquiries@sandwellcs.org.uk

"I consent for _____ to be tested. Parent: _____ Mobile _____"

OR

Text the SCS number:

"I consent for _____ to be tested. Parent: _____ Mobile _____"

OR

This slip →

"I consent for _____ to be tested.

Parent: _____ Mobile _____"





HOW TO DO YOUR TEST

WHILE THIS IS A SELF-SWAB TEST, THERE WILL BE A TESTING HELPER WHO WILL OVERSEE THINGS AND PROVIDE HELP IF YOU NEED

1



YOUR COVID-19 TEST WILL BE SCHEDULED. IF YOU ARE UNDER 16, YOUR PARENT / CARER WILL HAVE CONSENTED

2

YOUR TEST WILL BE FAST AND WHILE IT MIGHT FEEL A LITTLE UNCOMFORTABLE, IT WON'T HURT YOU

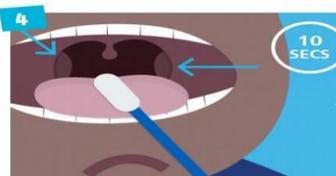


3



BLOW YOUR NOSE IF NEEDED, WASH AND DRY/SANITISE YOUR HANDS. REMOVE THE SWAB BEING CAREFUL NOT TO TOUCH THE SOFT PART

4



10 SECS

OPEN YOUR MOUTH WIDE AND USE A MIRROR TO LOOK AT THE BACK OF YOUR THROAT, THEN USE THE SWAB TO RUB FIRMLY 4 TIMES ON EACH SIDE

5



REMOVE THE SWAB CAREFULLY WITHOUT TOUCHING YOUR TEETH, TONGUE OR GUMS

6



GENTLY PLACE IT ABOUT 2-2.5 CM INSIDE ONE OF YOUR NOSTRILS. ROLL THE SWAB 4-5 TIMES ALONG THE LINING OF THE NOSTRIL. THIS WILL TAKE 10-15 SECONDS

7

AFTER THIS, YOU'RE DONE. GENTLY REMOVE THE SWAB BEING CAREFUL NOT TO LET ANYTHING TOUCH THE TIP

8



YOUR SWAB CAN THEN BE PLACED IN A TUBE FOR TESTING, THIS TAKES ABOUT 30 MINUTES

9



YOUR SCHOOL / COLLEGE WILL CONTACT YOU OR YOUR PARENT / CARER WITH THE RESULTS AND LET YOU KNOW WHAT HAPPENS NEXT

