

Subject to change according to government guidelines



Full school re-opening after Covid -19 school closure:

The parent's guide

- Nursery ✓
- Reception ✓
- Year 1 ✓
- Year 2 ✓
- Year 3 ✓
- Year 4 ✓
- Year 5 ✓
- Year 6 ✓
- Year 7 ✓
- Year 8 ✓
- Year 9 ✓
- Year 10 ✓
- Year 11 ✓



Our safety measures ...

1

Stay at home

Any pupil living with a person who is at increased risk of severe illness, or an extremely vulnerable person who is showing symptoms of Coronavirus (Covid-19), should stringently follow the guidance on social distancing and minimise contact outside the home.

The school will ensure any pupil feeling unwell is sent home immediately.

Government Guideline :

Minimise 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 school.

2

Hand Hygiene

We will ensure our pupils are washing their hands for at least 20 seconds across the school day, particularly:

- when they arrive at the school
- when they return from breaks
- when they change rooms
- before and after eating

We will also be placing hand sanitisers in all communal areas of the school.

Government Guideline:

Clean hands thoroughly more often than usual.

3

Promoting Good Hygiene

The school will promote regular 'good hygiene' material for pupils to ensure they are maintaining a good hygiene. E.g. How to cover a cough/sneeze and apply the 'catch it, bin it, kill it' approach.

Government Guideline:

Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.



HAND CLEANING

Arrival to school



Before & after
handling food



When changing rooms



After break/lunch



After cough/sneeze



After going
to the toilet



DAILY ROUTINE

Important Notice!

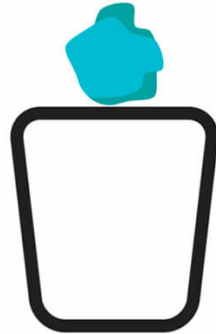


HM Government

NHS



CATCH IT.



BIN IT.



KILL IT.

*Remind your child of the most important things they can do to stay healthy –
catch it, bin it, kill it advice for coughs and sneezes*

Our safety measures ...

4

COVID Testing Programme

Secondary pupils will be provided with a home testing kit to take and carry out at home 2 times a week.

Government Guideline :

All secondary school and college students will take three COVID-19 tests as they return to the classroom from the 8 March at existing school testing facilities. Schools and colleges will have discretion on how to test students over that week to enable their return to the classroom. After the initial programme of three tests in school or college, students will be provided with 2 rapid tests to use each week at home.

5

Engage with Track & Trace

- The school will inform staff and parents they must be willing to take a test if they or their child are displaying symptoms.

Government Guideline:

Schools must ensure they understand the NHS Test and Trace process and how to contact their local [Public Health England health protection team](#). Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing.

6

Promoting Good Hygiene

The school will promote regular 'good hygiene' material for pupils to ensure they are maintaining a good hygiene. E.g. How to cover a cough/sneeze and apply the 'catch it, bin it, kill it' approach.

Government Guideline:

Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.

Our safety measures ...

7

Face Masks

- Secondary pupils will be recommended (not mandatory) to wear face coverings in classrooms where social distancing cannot be maintained. Secondary pupils **MUST** wear face coverings in communal areas of the school unless exempt.

Government Guideline:

we now also recommend in those schools, that face coverings should be worn in classrooms or during activities unless social distancing can be maintained. This does not apply in situations where wearing a face covering would impact on the ability to take part in exercise or strenuous activity, for example in PE lessons.

Face visors or shields should not be worn as an alternative to face coverings.

8

Arrival to school

- Social distancing markers will be set out on the ground at all 3 entrance points so a 1 + metre rule can be enforced while parents wait for staff to receive their child/children.
- The school will only allow **ONE** parent to escort their child to the entrance point and will ask parents to not enter beyond a certain point.

Government Guideline:

The overarching principle to apply is reducing the number of contacts between children and staff. This can be achieved through keeping groups separate (in 'bubbles') and through maintaining the distance between individuals.

9

Attendance

- School attendance is mandatory. The usual rules on school attendance will apply. The school will record attendance and follow up absence and will issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct and the school's attendance policy.

Government Guideline:

School attendance will therefore be mandatory again from the beginning of the autumn term (Sept 2020) This means from that point, the usual rules on school attendance will apply

Important Notice!

If you opt for your child to wear the face mask whilst at school then help your child learn of the most important things they can do to stay healthy – How to wear a face mask.



Important Notice!

If you opt for your child to wear the face mask whilst at school then help your child learn of the most important things they can do to stay healthy – Choose the correct face mask.

DO choose masks that



Have two or more layers of washable, breathable fabric



Completely cover your nose and mouth



Fit snugly against the sides of your face and don't have gaps

Important Notice!

If you opt for your child to wear the face mask whilst at school then help your child learn of the most important things they can do to stay healthy – How NOT to wear mask

Do NOT wear a mask



Around your neck



On your forehead



Under your nose



Only on your nose



On your chin



Dangling from one ear



On your arm

Important Notice!

How to take off a mask



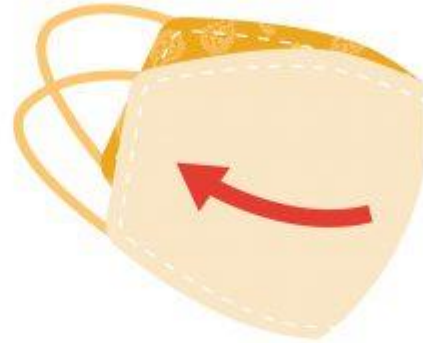
1

Carefully, untie the strings behind your head or stretch the ear loops



2

Handle only by the ear loops or ties



3

Fold outside corners together



4

Be careful not to touch your eyes, nose, and mouth when removing and wash hands immediately after removing

Our safety measures ...

10

Dropping off and picking up your child:

It is vital that pupils are dropped off and picked up on time.

We will ensure social distancing is maintained and so that not all pupils enter and leave school at the same time using the same entrance and exit.



Y1, Y5, Y6 & EYFS Makkah Entrance



Y2, Y3, Y4 & EYFS Madinah Entrance



Year 7 - Year 11 Entrance

Our safety measures ...

11

Enhanced Cleaning

The school will carry out a deep clean before pupils return in to face to face education. Thereafter, we will be undertaking regular cleaning procedures throughout the school day to minimise the risk of any germs spreading.

Government Guideline:

Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.

12

Minimising Contact

Pupils will be in year group and/or key stage kingdom bubbles - year group and/or key stage kingdom will not mix with any kingdom.

Pupils will also be in the year group and/or key stage kingdom whilst in the canteen and during break/lunch and salah times.

Government Guideline:

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- *grouping children together*
- *avoiding contact between groups.*
- *staff maintaining distance from pupils and other staff as much as possible*

13

PPE – Personal Protective Equipment

The pupils and staff will not be required to wear full PPE in the school setting. However, the school will ensure enough supplies of PPE are stored such as disposable gloves, aprons and fluid-resistant surgical face masks should we need them. Children in primary school should not wear face coverings. Parents are welcome to provide their child with their own PPE.

Government Guideline:

Where necessary, wear appropriate personal protective equipment. In primary schools, we recommend that face coverings should be worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas).

Our safety measures ...

14

Transport

Pupils should continue to avoid using public transport where possible. Walking and the usage of bikes is advised. The school will have an area available for bikes to be kept during the school day.

Government Guideline:

Schools should encourage parents, staff and pupils to walk or cycle to school if at all possible.

15

Food Service

- **All catering staff will maintain good hygiene.**
- **There will be no mixing of one kingdom with another kingdom during lunch time.**
- **There will be no sharing of school plates and cutlery.**
- **We will use disposables when and where necessary.**

Government Guideline:

*Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures.
Schools should ensure that they implement sensible and proportionate control measures which follow the health and safety hierarchy of controls to reduce the risk to the lowest reasonably practicable level.*

16

Water supply

We will disconnect all water coolers around the school and ask pupils to bring in their own water bottle from home which is clearly labelled with their name.

Our safety measures ...

17

School uniform

We will ensure all pupils adhere to the correct school uniform and allow for them to wear their normal school uniform or their PE kit on alternating days. We will encourage the cleanliness of school uniform.

Government Guideline:

Encourage all schools to return to their usual uniform policies. Uniform can play a valuable role in contributing to the ethos of a school and setting an appropriate tone. 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.

18

Wraparound Provision

.Wraparound provision will only be provided for a selective number of reasons. All restrictions for wraparound provision will be lifted after April 12th 2021.

Government Guideline:

You should be working to resume all your before and after-school educational activities and wraparound childcare for your pupils, where this provision is necessary to support parents to work, attend education and access medical care, and as part of pupil's wider education and training.

19

Parent & Staff communication

All staff will be readily available for phone call meetings and responding to emails.

Face to face communication between admin/staff and parent, must be kept at a minimal.

Please ensure you refrain from handshaking and hugging.

Government Guideline:

Minimise contact between individuals and maintain social distancing wherever possible

Our safety measures ...

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Visitors & Meetings

Essential visitors will be given a briefing upon entrance on the health and safety measures.

We will not allow any non essential visitors to be on site until further notice.

Prospective secondary pupils on a trial day will be required to carry out a LFD test prior to beginning their trial day.

21

Volunteers in school

Volunteers will be assigned to a specific year group or key stage kingdom. The volunteers will remain within their kingdom and limit the mixing amongst kingdoms. The volunteers should remain 1+ metre from pupils and staff where possible.

22

Year group/key stage kingdoms

Pupils are to be kept in their class and/or year Kingdoms (bubbles) and not to mix with other Kingdoms.

Government Guideline:

Minimise contact between individuals and maintain social distancing wherever possible

Government Guideline:

Consistent groups reduce the risk of transmission by limiting the number of pupils and staff in contact with each other to only those within the group.

Our safety measures ...

23

Isolation room

If any pupil becomes unwell and is showing any symptoms of COVID-19 whilst at school, they will be sent home. Whilst the pupil is awaiting collection, they will be placed in an 'Isolation room' away from others until they are picked up. It is vital we are able to get in touch with parents immediately.

Government Guideline:

If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not possible to isolate them, move them to an area which is at least 2 metres away from other people.

24

Seating plan

We will ensure that wherever possible, the pupils will adhere to a strict seating plan throughout the day which will reduce contact to different surface areas.

Government Guideline:

Equipment and resources are integral to education in schools. During the summer term, their use was minimised, many were moved out of classrooms, and there was significant extra cleaning. That position has now changed for the autumn term, because the prevalence of coronavirus (COVID-19) has decreased and because they are so important for the delivery of education.

Classroom based resources, such as books and games, can be used and shared within the bubble; these should be cleaned regularly, along with all frequently touched surfaces.

25

Classroom/School resources

We will remove unnecessary items from classrooms. We will remove soft furnishings, soft toys and toys that are hard to clean. We will frequently clean shared school/classroom resources.

We will ensure all classrooms are decluttered and are kept in this manner.

Our safety measures ...

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Stationery

- The school will provide each pupil (EYFS & Primary) with their own plastic wallet/case containing all the equipment they will need and ensure all pupils in secondary have their own set of resources.

Government Guideline:

For individual and very frequently used equipment, such as pencils and pens, it is recommended that staff and pupils have their own items that are not shared.

27

Assemblies & large gatherings

- All whole school assemblies will not take place until further notice.
- Assemblies will take place only within the year group/key stage kingdom.
- We will ensure no large gatherings of parents take place on site, outside the school premises.

Government Guideline:

Groups should be kept apart, meaning that schools should avoid large gatherings such as assemblies or collective worship with more than one group.

28

Educational Visits

- All educational day trips will commence after 12th April 2021, As normal, full suitable and sufficient risk assessments will be put in place for each trip.

Government Guideline:

We continue to advise against domestic (UK) overnight and overseas educational visits. This advice remains under review. In the autumn term, schools can resume non-overnight domestic educational visits. As normal, schools should undertake full and thorough risk assessments in relation to all educational visits to ensure they can be done safely.

Our safety measures ...

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After school club

- We will resume educational after school clubs in order to aid our curriculum recovery post lockdown. This will only commence when a sufficient number of pupils sign up to attend from one respective kingdom

STRICT social distancing will be maintained during the club and all safety measures will apply.

- After school clubs will be limited to a number of **8** per club.

Government Guideline:

Schools should work to resume any breakfast and after-school provision, where possible, from the start of the autumn term.

30

Collective worship

- Collective worship will be suspended for key stage 1 and lower key stage 2. For upper key stage 2, key stage 3 and key stage 4 will be allocated time to offer their prayer in small groups within their kingdoms.
- Ask pupils to bring in their own prayer mats from home and take it home at the end of the school day.

Government Guideline:

Groups should be kept apart, meaning that schools should avoid large gatherings such as assemblies or collective worship with more than one group.

31

Ventilation

We will prop open all doors in use, where safe to do so to limit the need to touch door handles and to aid ventilation. We will keep windows open where safe to do so to aid ventilation.

Government Guideline:

When your school is in operation, it is important to ensure it is well ventilated and a comfortable teaching environment is maintained. Opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space) and opening internal doors can also assist with creating a throughput of air. If necessary external opening doors may also be used (as long as they are not fire doors and where safe to do so).

Our safety measures ...

32

Movement around school

Staff will monitor the level of movement in and around the school. No more than one pupil will be permitted to leave their classroom to use the toilet or other areas of the school during lesson time.

33

Break times

We will have staff supervising pupils and provide visual aids to ensure social distancing is adhered to as much as possible. We will also introduce games/activities that the pupils can participate in taking into consideration social distancing.

Whilst in the playground, Kingdoms will play in separate zones.

34

Lunch times

Pupils will have packed lunches (either provided from home or by school) and these will be eaten in the canteen with cleaning between each year group kingdom. All pupils from a kingdom will remain in the canteen until the sitting for that kingdom is over.

Government Guideline:

Minimise contact between individuals and maintain social distancing wherever possible

Our safety measures ...

35

Emotional support

Pupils will be supported emotionally in a variety of ways throughout the school day, from planned teaching activities to allocated well-being sessions with their form teacher within the school's daily timetable.

Pupils will have the chance to express their feelings and emotions and have the opportunity to voice their thoughts and feelings throughout the school day.

Government Guideline:

The return to school allows social interaction with peers, carers and teachers, which benefits wellbeing.

36

Remote Learning

Should groups of pupils (a kingdom) or the whole school be under a shutdown we will provide high quality remote education.

This will strictly align with in-school provision and be available on line and/or as hard copy where possible.

Government Guideline:

Where a class, group or small number of pupils need to self-isolate, or there is a local lockdown requiring pupils to remain at home, we expect schools to have the capacity to offer immediate remote education. Schools are expected to consider how to continue to improve the quality of their existing offer and have a strong contingency plan

**Say: "Never will we be struck except by what Allah has decreed for us; He is our protector."
And upon Allah let the believers rely.**

Qur'aan 9.51