



## The King's School

### Frequently Asked Questions for Students from September 2020

#### Do I have to attend school in September?

Yes. The Government advice is very clear on this and everyone needs to attend school every day and on time. The only exceptions are where specific medical advice has been given to you to say that you should not attend. If this applies to you, your family must contact the school in advance of the start of term to discuss arrangements for your education.

#### What do I do if I am anxious about coming back?

Talk to an adult at home and discuss your concerns. Alternatively look at this link which has some strategies to help you: [https://www.mind.org.uk/information-support/for-children-and-young-people/coronavirus/managing-feelings-about-changes-to-lockdown/?utm\\_source=Schools+Updates&utm\\_campaign=928d76c7d4-EMAIL\\_CAMPAIGN\\_2019\\_04\\_25\\_03\\_46\\_COPY\\_01&utm\\_medium=email&utm\\_term=0\\_d23e44bb74-928d76c7d4-74759351](https://www.mind.org.uk/information-support/for-children-and-young-people/coronavirus/managing-feelings-about-changes-to-lockdown/?utm_source=Schools+Updates&utm_campaign=928d76c7d4-EMAIL_CAMPAIGN_2019_04_25_03_46_COPY_01&utm_medium=email&utm_term=0_d23e44bb74-928d76c7d4-74759351)

If you need to contact someone in school please use this e-mail address [studentsupport@thekings.devon.sch.uk](mailto:studentsupport@thekings.devon.sch.uk) and someone will get back to you.

#### How should I travel to school?

The advice is to walk, cycle, or get a lift in a car (following Government guidelines re sharing lifts) to school wherever possible.

#### What is happening with the school buses?

If you normally travel on the bus and cannot get to school via other means you may travel on the school bus. Devon County Council will be sending out bus passes with pick up times and details of the changes to the service in light of Covid-19. Please remember that you should be at your bus stop **at least ten minutes before the scheduled time.**

### Should I wear a face covering on the school bus?

It is now a requirement to wear a face covering on the school bus and if you travel on public transport. Any face masks must be removed before you come on to the school site. If it is of the disposable type, it should be placed in a bin near the entrance; if it is re-usable it must be placed in a plastic bag which you need to provide.

### Are face coverings allowed in school?

Government guidance on face coverings in education was updated on 26 August. Whilst the government is not recommending face coverings are necessary in education settings generally, schools have discretion to require face coverings in communal areas where social distancing cannot be safely managed. We have a wide range of hygiene measures and systems of control in place but recognise that face coverings may provide additional confidence to students, parents and staff. Therefore, it is permitted for students and staff to wear face coverings whilst moving around the school site.

Government guidance states that 'Face coverings can have a negative impact on learning and teaching and so their use in the classroom should be avoided'. Students will be asked to remove face coverings before entry to a classroom and must sanitise their hands immediately after placing the covering in a re-sealable bag. Students must provide their own face covering and plastic bags. Students will not be permitted to wear a face covering during a lesson unless there is an underlying medical condition and their IHCP determines there is a need for this. If you feel that there is a medical need for you to wear a face covering in a lesson, please discuss this with your parents and then contact the school.

### What time should I arrive at school?

You should not arrive at school before 8.30am. Before this time, we are unable to supervise you.

### What do I do when I arrive at school?

Year 7, 8, 10 and 11 should arrive through the Coachpark entrance. When you arrive, you should go directly to the area designated for your teaching group. This means that:

- Year 7 go to the area outside the New Block (Main Playground)
- Year 8 go to the area near the art block/canteen (Cadhay Lane Playground)
- Year 10 go to the area outside the canteen near IT3 and IT4 (Main Playground)
- Year 11 go to the area outside Student Support ('Student Support' Playground)
- Year 12 and 13 to the 6<sup>th</sup> Form Centre

Year 9 only should come into school via the Barrack Road (D&T) entrance and students should congregate in the area near "The Green" at the front of school until the bell goes. We will ask students to keep off the grass if it is raining. If students arrive on the school bus they should

walk round on the pavement outside the hospital (not through the hospital grounds) to reach the Barrack Road gate.

#### Where do I go when the bell goes on the first day back?

You should go to your form room to meet your tutor. Many of the rooms will have changed from last year and a list of tutor rooms for this coming year is attached.

#### Is my tutor the same as last year?

As we now need to operate in year group “bubbles” we have had to change the tutor groups. You will remain in the same house but there will be two Year 7, 8, 9, 10 and 11 tutor groups in each house. If you are not sure which tutor group you are in please check on Edulink or e-mail [studentsupport@thekings.devon.sch.uk](mailto:studentsupport@thekings.devon.sch.uk) before the start of term.

#### What lessons will I be studying when I am in school?

You will follow a full timetable as usual.

#### What will the school day look like?

The school day will be adapted with staggered breaktimes and lunchtimes. For example, Year 7, 8, and 9 will have a different breaktime and lunchtime to the students in the older year groups. Lunch break will be half an hour which means that school will end at 3pm rather than 3.30pm. Please see the separate timetable.

#### Apart from on Monday 7<sup>th</sup>, do I still go to my tutor every morning?

On Monday 7<sup>th</sup> you go straight to your tutor room. On all other days you should go straight to the period 1 lesson on your timetable. Your teacher (not your tutor) will register you and go through the Student Bulletin. This change is to reduce movement and to avoid unnecessary congestion.

#### What rules do I need to follow on Handwashing and Hygiene?

All the advice makes it clear that regular handwashing and/or sanitising is vital. When you arrive and leave school you will be expected to sanitise your hands at the stations at the entrances. In addition, there will be hand sanitiser available outside every classroom. You are expected to sanitise on arrival at lessons and when you are going to break or lunch.

You should bring tissues into school but there will also be tissues available in each classroom. If you sneeze / cough you are expected to use a tissue or to cover your mouth / nose with an arm rather than your hand. A used tissue must be placed in the specialist lidded bins immediately. Any subsequent sneezing should use fresh tissues. At all times you are expected to avoid touching your face – mouth, nose and eyes

### Do I have to use a specific toilet block?

No. You can use any toilets but should always choose the nearest ones to the area you are in at the time. The toilets near the MFL area and in the D&T Block have now been refurbished.

### Where do I go at break and lunchtime?

Break and lunchtime will be staggered so different groups have their breaks at different times. You cannot go anywhere you want on the site as we are keeping different years separate. Therefore, your year groups should go to the following areas:

- Year 7 go to the area outside the New Block (Main Playground)
- Year 8 go to the area near the art block/Cadhay Lane gate (Cadhay Lane Playground)
- Year 9 go to the area outside Student Support ('Student Support' Playground)
- Year 10 go to the area outside the canteen near IT3 and IT4 (Main Playground)
- Year 11 go to the area near the art block/Cadhay Lane gate (Cadhay Lane Playground)

### Can I still buy food from the canteen?

Yes, but the food offer will not be as wide and there will be no Main Meals. During your lunchtime you should line up outside the following places in order to buy food:

- Year 7 – side door of the Canteen near the playground area
- Year 8 – side door of the Canteen near the Caretakers office.
- Year 9 – there will be a kiosk available near Student Support
- Year 10 - side door of the Canteen near the playground area
- Year 11 – side door of the Canteen near the Caretakers office

Unfortunately, during the first two weeks you will NOT be able to buy food at breaktime from the Canteen. Please bring in your own snacks if you need them.

The 6<sup>th</sup> Form will not be able to purchase food from the school canteen. They will be expected to use the 6<sup>th</sup> Form café only.

### Can I still pay for my food with my thumbprint?

Due to the risk of infection we are unable to use thumbprints at the moment. Therefore, you will be issued with a lunch card linked to your account. You will use this to pay for your food. If you lose this card you will need to buy a replacement.

The Finance Office will not be accepting cash during this time and parents can only top up online. Please ensure that you have money on your account before the start of term.

### What happens if it is wet at break or lunchtime?

Each year group will have a wet weather area which will be explained to them. This will include using existing under cover areas, the Canteen (when appropriate) and a marquee which has

been purchased specifically to provide shelter for students given the new arrangements in place.

#### How do I move about the school?

In addition to the restrictions on where you can go at break at lunchtime you will need to access some parts of the school in a different way from normal. This will be explained to you when you come back. There will be additional signage in place and you must follow the instructions.

#### Will staff work in the same way?

The Government have advised that staff should stay at the front of the class wherever possible and keep a two metre distance where they can so you may notice some minor changes.

#### Will classrooms be set up in the same way?

You may notice some changes to the layout to classrooms as the Government has said that desks should face the front wherever possible.

#### What other specific measures have we put in place to try and ensure that we minimise the risk of infection?

- You will spend most of your time in a year group “bubble”. If there are exceptions to this you will be expected to keep a social distance of 2m between you and other students or staff.
- There will be increased cleaning of toilet facilities and other key areas around the school during the day.
- When you leave a classroom it will be cleaned prior to other students arriving if they are in a different year group bubble.
- The Canteen is being split into two halves with a dividing wall in order to ensure canteen arrangements can continue whilst maintain the year group bubbles.
- There will be some barriers in some outside areas so that students are clear where they should be at break and lunchtime.
- You may not move rooms quite as often as usual and some teachers may move to be with you for some lessons.

#### Do I need to wear school uniform?

You need to wear your school uniform every day that you are in school. Please refer to your planner. It includes:

- School blazer
- School clip-on tie with house colour.
- Plain blue shirt collared shirt (buttoned to the collar) and which are tucked into trousers or skirt. Short/long sleeved shirts are acceptable.

- Plain mid-grey formal full length trousers.
- Mid-grey school skirt; pleated or straight. It must be worn to knee length
- Plain black leather-type formal shoes
- No jewellery except a watch and one pair of small studs or sleepers for the ears.
- Black/grey plain socks
- Plain navy blue tights. Socks and tights should not be worn together.
- A narrow, plain black belt may be worn.

Also please note that:

- Extremes of hairstyle (for example significant differences in length, tram lines) are not acceptable. Only natural hair colours are permitted.
- Make-up should be discreet. Brightly coloured eye make-up and nail varnish is not permitted. False/acrylic nails must not be worn to school.

#### What happens if I don't have the correct uniform?

You are expected to be in complete uniform. In the very unlikely event that you have an item of clothing missing, **you must bring in a note written by a parent/guardian and give it to the member of staff you have at the start of the day.** If you don't do this, you may have a sanction.

#### What happens on the days that I have a practical PE lesson?

On the days when you have practical PE lessons, you are expected to come to school in your PE kit. This reduces the risk of infection with students sharing changing rooms. On the days when you attend school in your PE kit you must also bring in your normal school uniform apart from your blazer. This is so that if you are caught out in poor weather, you can change into your uniform afterwards. You will not have to wear a blazer in this scenario. If you are wearing the school hooded PE sweatshirt, you **should not** wear a blazer over the top of this.

#### What am I expected to wear when I have a practical PE lesson?

This will vary depending on which year group you are in due to the change in PE kit but all jewellery must be removed by all students prior to PE lessons.

Yr7/8 BOYS PE Kit: Aptus Essentials sky-blue polo shirt with embroidered logo and/or black rugby shirt with reversible band inside with house colour & white collar; **plain/all black** shorts; **plain/all black** socks or short white sports socks. In addition students should be allowed to wear a **plain black or navy** outer layer/sweatshirt (as the 1/4 zip training top is not compulsory for boys) and **plain black or navy** tracksuit trousers. Our preference is for students to wear tracksuit bottoms however for some students this may be difficult so students may wear their school trousers /skirt over their PE kit and remove for their PE lesson. It is also acceptable for students to wear a **plain black or navy** base layer under their polo shirt.

Yr7/8 GIRLS PE Kit: Aptus Essentials sky-blue polo shirt with embroidered logo Aptus Essentials 1/4 zip training top with embroidered logo; **plain/all black** shorts or skirt; **plain/all black** socks or short white sports socks. In addition students should be allowed to wear **plain black or navy** tracksuit trousers. Yr7/8 girls should **not** wear leggings. Our preference is for students to wear tracksuit bottoms however for some students this may be difficult so students may wear their school trousers /skirt over their PE kit and remove for their PE lesson. It is also acceptable for students to wear a **plain black or navy** base layer under their polo shirt.

Yr9/10/11 BOYS PE Kit: Sky-blue polo shirt with embroidered logo and/or black rugby shirt with reversible band inside with house colour & white collar; **plain/all black** shorts; **plain/all black** socks or short white sports socks. In addition students are allowed to wear a **plain black or navy** outer layer/sweatshirt and **plain black or navy** tracksuit trousers. Our preference is for students to wear tracksuit bottoms however for some students this may be difficult so students may wear their school trousers /skirt over their PE kit and remove for their PE lesson. It is also acceptable for students to wear a **plain black or navy** base layer under their polo shirt. (The **school** hooded PE navy embroidered sweatshirt is still acceptable for students in Yr9-11).

Yr9/10/11 GIRLS PE Kit: Sky-blue polo shirt with embroidered logo; **plain/all black** shorts, skirt **or leggings**; **plain/all black** socks or short white sports socks. In addition students should be allowed to wear a **plain black or navy** outer layer/sweatshirt and **plain black or navy** tracksuit trousers. Our preference is for students to wear tracksuit bottoms however for some students this may be difficult so students may wear their school trousers /skirt over their PE kit and remove for their PE lesson. It is also acceptable for students to wear a **plain black or navy** base layer under their polo shirt. (The **school** hooded PE navy embroidered sweatshirt is still acceptable for students in Yr9-11).

What other equipment do I need to bring in?

You will need to bring in pens, pencils, a ruler, scissors, glue, calculator, protractor, pair of compasses, highlighters etc. If you have your own headphones please bring these in too when you are using an IT suite as any school headphones borrowed will have to be sanitized between use. Please remember that you can only use headphones when a teacher tells you to and they **MUST** be “off and away” at all other times. We will be unable to share equipment with you due to the risk of infection and you will not be allowed to share equipment with other people in your class.

What happens if I forget books or equipment?

There is likely to be a sanction particularly if you forget things regularly. Unfortunately, we are unable to allow parents to drop off any items that you have forgotten due to the risk of

infection. You must therefore pack your bag the night before and ensure that you have everything you need.

#### Will I be able to speak to staff in Student Support?

Pastoral staff will be available and you will be able to talk to them, however you cannot just go over to Student Support. You will be told how you can access this support on your first morning in school.

#### What happens if I am ill?

- If you have coronavirus symptoms you should NOT come to school and you should follow Government guidelines. Your parent/guardian should contact the school as soon as possible.
- If you are ill or cannot attend school for any reason it is essential that your parent/guardian lets us know.
- If you feel that you are experiencing coronavirus symptoms during the school day you are expected to speak to an adult immediately. If this is the case, you will be taken to a separate room in Student Support to reduce the risk of harm to others. The situation will be assessed, and your parent/guardian will be expected to make immediate arrangements to pick you up.

#### What happens if I require First Aid?

Tell a member of staff straightaway and they will contact a first aider to come and support you.

#### Does the normal school behaviour policy apply?

You are expected to follow the normal rules that we have in school. You should be respectful of all other students and staff.

If you don't behave appropriately staff will follow the strike system. Students who get two or three strikes would normally get a detention soon after the incident, usually at lunchtime. Due to our shorter lunchtimes, and the need for students to get a break and have time to eat, we will now be holding detentions after school. We aim for these to take place as soon as possible after the incident.

It is important to note that due to the risk of infection any student found to have coughed over or spat at another student or done anything that might cause an increased risk of infection will be considered to have seriously breached the school's behaviour policy and this will result in a serious sanction.

### What will happen if one or a few students test positive for COVID-19?

The school has clear procedures in place to segregate students as per the Government guidance. We would then seek further advice from Public Health England who would advise us on our next steps.

### Is the school preparing for local lockdowns or partial closures?

Yes. If the school were to close due to a local lockdown, we would move as close to a full timetable of virtual lessons using MS Teams as possible, as quickly as possible. Students should ensure that they have access to Office 365 and can sign into their MS Teams account – students will be reminded how to do this at the start of term.

### How is the school supporting “catch-up” of learning?

We recognise that the experience of students during lockdown has varied significantly for a variety of reasons. We will not be re-teaching content covered during school closure however teachers will revisit knowledge gained during this time using homework and starter activities throughout the year. We will focus teaching on the skills and knowledge necessary for students to make strong progress in this coming academic year. There is some additional capacity for small group and one to one support in maths and English; this will be directed by the Heads of Department, working within timetable constraints, and aimed at those that have public examinations in the summer 2021.

### Where can I find further information?

On the school website there is a COVID-19 section under the “About Us” tab. In here are various other documents that you may want to look at.

### What if I have further questions?

If you have any questions in relation to the new term please e-mail [studentsupport@thekings.devon.sch.uk](mailto:studentsupport@thekings.devon.sch.uk). Please be aware that staff are on holiday so may not reply to your e-mail straightaway.