



TANFIELD
SCHOOL

HARD WORK | TRUST | FAIRNESS

8th July 2020

Dear Parent/Carer,

I hope all is well with you and your family.

Last week the Education Secretary Gavin Williamson outlined his plan to reopen schools for all students in September. I am writing to explain how we aim to keep all members of TeamTanfield as safe as possible. I apologise that this is a long letter, however, I think it is important that you know everything that we are doing to keep everyone safe.

In welcoming all children back, schools have been asked to minimise the number of contacts that a student has during the school day as part of implementing the following system of controls to reduce the risk of transmission:

- 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
- 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

Reducing contacts and maximising distancing

Minimising contacts and mixing between people reduces transmission of coronavirus (COVID-19). The government's guidance states that:

“schools must do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum. 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 distance between individuals. Maintaining distinct groups or ‘bubbles’ that do not mix makes it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible.”

The way the school normally operates would make reducing contacts very difficult due to the amount of movement students participate in across school. Therefore, this is a change we will be making in September. We want to keep the ‘bubbles’ as small as possible. A year group will be the biggest ‘bubble’. We have created zones across the school for different year groups, that can be seen on the map below. Year groups will remain in these zones for all of their lessons and teachers will move to the zone to deliver the lesson. There are very few classrooms that will be used by two year groups. This will not be at the same time. We have had to do this to ensure that specialist subjects like Technology and Art can still take place. Between uses, these rooms will be cleaned thoroughly.

TANFIELD SCHOOL
HEADTEACHER Steven Clough BSc (Hons) NPQH

Tanfield Lea Road, Stanley, County Durham, DH9 8AY

enquiries@tanfieldschool.co.uk

01207 232 881

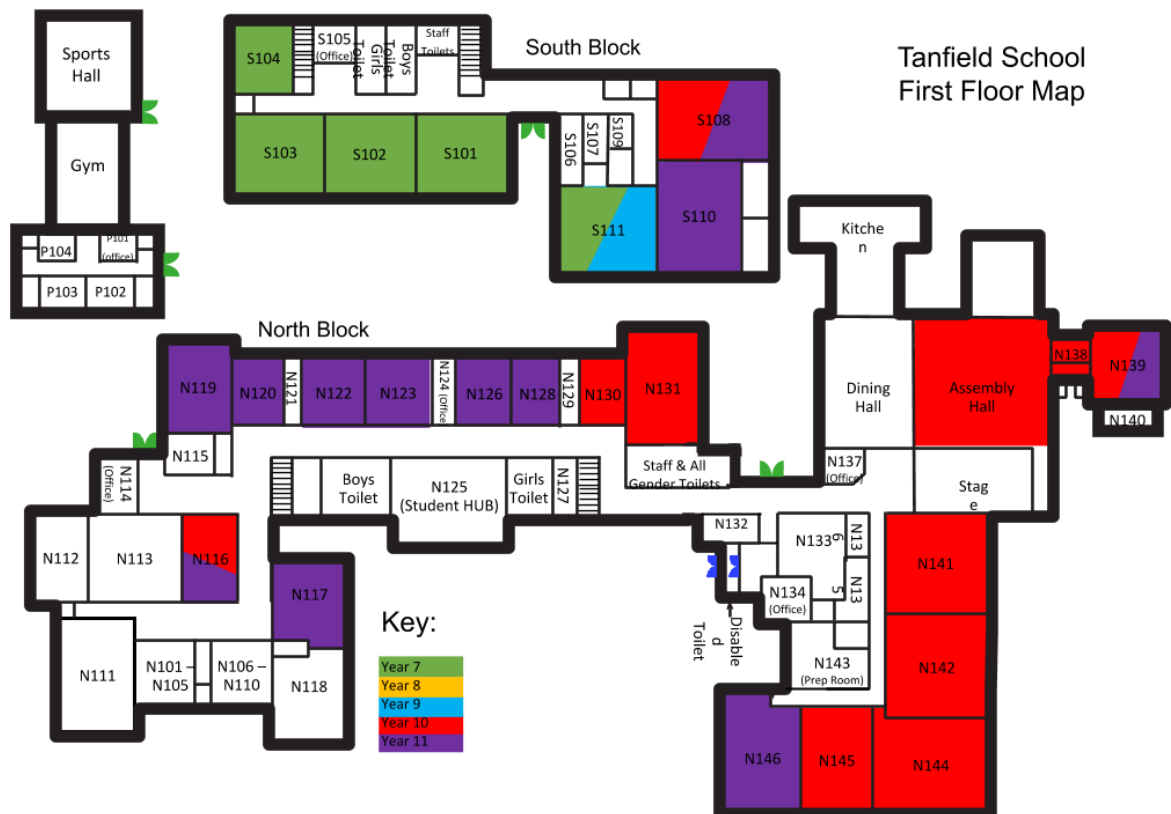
@TanfieldSchool @TanfieldSchool

www.tanfieldschool.co.uk

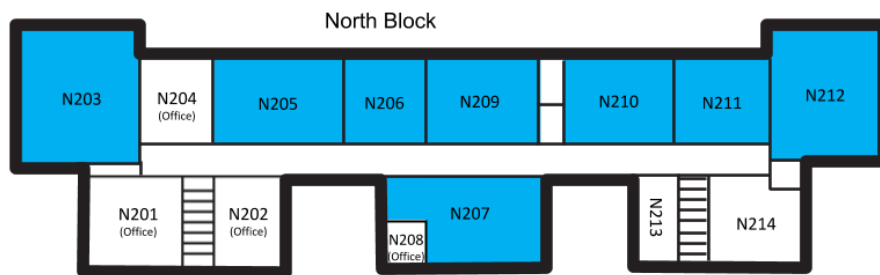
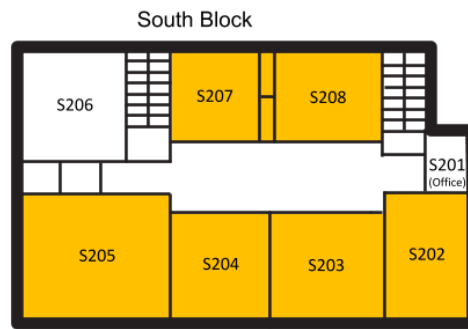
As students are in one classroom in year 7 and 8 for all of their lessons they will only be surrounded by a very small number of students. In years 9, 10 and 11, students will be in one classroom for all subjects except their option subjects. When they have their options, students may need to move to another classroom within their year group zone. Students will not be mixing with other year groups at any time. At break and lunchtime students will be in a zone with the rest of their year group. We will be encouraging students to minimise the number of people they are mixing with during these times and we hope that you will reinforce this. As you will see on the timetable, we have a split break and lunch which will be different to this year. This is to ensure that there are three year groups on one break and two on the other. This allows us to keep all year groups separate during these times.

At lunchtime, students will be in their own zone. This means that we are unable to offer an extensive menu for lunch. Food will need to be transported to the various student zones. **Therefore, we are requesting for students to bring a packed lunch to school if they can.**

To avoid mixing at the start and end of the day we will be using three entrances to the school site. Once on site students will be separated into their year group zones. At the end of the day students will be escorted to their exit, by their teacher, at staggered times to avoid mixing. Obviously, when students are on their way to or from school, we hope that they will continue to avoid mixing with students from other year groups. We hope that you will support us with this request.



Tanfield School Second Floor Map



	8:30-8:40	8:40-9:00	9:00-10:00	10:00-10:15	10:15-11:00	11:00-11:15	11:15-12:15	12:15-12:45	12:45-13:10	13:10-13:40	13:40-14:35	14:35-15:05	15:05-16:05
Year 7	Arrival to school	Morning Meeting	Lesson 1	Break Inner Yard	Lesson 2		Lesson 3	Lunch Inner Yard	Lesson 4		Lesson 5	Afternoon Meeting	Student departure
Year 8	Arrival to school	Morning Meeting	Lesson 1	Lesson 2		Break Inner Yard Zone 1	Lesson 3	Lesson 4		Break Inner Yard Zone 1	Lesson 5	Afternoon Meeting	Student departure
Year 9	Arrival to school	Morning Meeting	Lesson 1	Break Outer Yard	Lesson 2		Lesson 3	Lunch Outer Yard	Lesson 4		Lesson 5	Afternoon Meeting	Student departure
Year 10	Arrival to school	Morning Meeting	Lesson 1	Lesson 2		Break outer Yard	Lesson 3	Lesson 4		Lunch outer Yard	Lesson 5	Afternoon Meeting	Student departure
Year 11	Arrival to school	Morning Meeting	Lesson 1	Lesson 2		Break inner Yard Zone 2	Lesson 3	Lesson 4		Lunch inner Yard Zone 2	Lesson 5	Afternoon Meeting	Get Exam Ready

TANFIELD SCHOOL

HEADTEACHER Steven Clough BSc (Hons) NPQH

Tanfield Lea Road, Stanley, County Durham, DH9 8AY

enquiries@tanfieldschool.co.uk

01207 232 881

@TanfieldSchool

@TanfieldSchool

www.tanfieldschool.co.uk

A requirement that people who are ill stay at home

Our usual attendance advice is to send your child to school if they have a bit of a headache, or upset stomach because often students are fine once they get to school. However, in the current situation we need students to stay at home if they or anyone in your household have **a new, continuous cough** or **a high temperature**, or has **a loss of, or change in, their normal sense of taste or smell (anosmia)**. The 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' should be followed which sets out that **students must self-isolate for at least 7 days and should arrange to have a test** to see if they have coronavirus (COVID-19). Other members of your household (including any siblings) should self-isolate for 14 days from when your child first had symptoms.

If anyone in school becomes unwell they will be sent home. If a child is awaiting collection, they will be isolated in a designated room near to the main reception, with appropriate adult supervision. **It is really important that we have up to date contact details** to enable us to do this. Please contact us if any of this information has changed.

Robust hand and respiratory hygiene

We will ensure students clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating. We have rotas for toilets to ensure students from different year groups can not mix. We have also bought more hand sanitiser stations for around the school. However, **we would encourage you to give your child their own bottle of hand sanitiser to bring to school.**

The 'catch it, bin it, kill it' approach is very important. Therefore, we have tissues and bins available in all classrooms to support students and staff to follow this routine.

Public Health England does not (based on current evidence) recommend the use of face coverings in schools. However, face coverings are required at all times on public transport. Therefore, any student who is travelling to school on the bus will need to have a face covering on. We have contacted the bus company to ensure that no student is admitted without a face covering. If any parent is struggling to find a face covering please let us know, as we do have some face masks in school that we can give to students. We are also asking the bus company to have zones on the bus for different year groups as well as to provide sanitiser for students to wash their hands when entering and exiting the bus. We would also encourage all students to carry their own hand sanitiser. **If possible we would encourage students to avoid buses.**

Enhanced cleaning arrangements

We have introduced enhanced cleaning, including cleaning frequently touched surfaces more often, using standard products such as detergents and bleach. A designated team of staff will be following a cleaning schedule that ensures cleaning is enhanced and includes:

- more frequent cleaning of rooms / shared areas that are used by different groups
- frequently touched surfaces being cleaned more often than normal
- toilets will be cleaned regularly and students will be encouraged to clean their hands thoroughly after using the toilet

Active engagement with NHS Test and Trace

The media have often reported that the way to beat this virus is through testing, tracing and isolating. It is important that all members of TeamTanfield follow this process to ensure that everyone can stay safe. **We need to look after each other and ensure that we are not spreading it to other members of the team.** Therefore:

- Please book a test if you or your child are displaying symptoms
- Ensure your child does not come into the school if they have symptoms.
- All children can be tested. In school we will have details of who your child has been in close contact with in lessons, however, please provide details of anyone they have been in close contact with if asked by NHS Test & Trace.
- Self-isolate if your child has been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)
- If anyone in your family displays symptoms of coronavirus (COVID-19) please get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet.

Once you have had a test we would ask you to inform us of the result immediately so that we can take the necessary actions.

If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. However, they could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of your household would be able to stop self-isolating.

If someone tests positive, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than a cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. **If they still have a high temperature, they should keep self-isolating until their temperature returns to normal.** Other members of your household should continue self-isolating for the full 14 days.

Start times for September

As you will see, there are a lot of things that have changed for our students and we need to ensure that they understand all of the new routines. Therefore, we would like some extended time with each year group at the start of the year. Therefore, we are proposing the following start times:

Wednesday 2nd September - 8.40 am year 7 and 11.00 am for year 11.

Thursday 3rd September - 8.40 am year 10 and 11.00 am for year 9

Friday 4th September - 8.40 am year 8

TANFIELD SCHOOL
HEADTEACHER Steven Clough BSc (Hons) NPQH

Tanfield Lea Road, Stanley, County Durham, DH9 8AY

enquiries@tanfieldschool.co.uk

01207 232 881

@TanfieldSchool

@TanfieldSchool

www.tanfieldschool.co.uk

If this is going to cause any issues for you, please let us know so that we can find a solution to support you.

We are asking students to wear their full uniform when attending school as this is a big part of being in TeamTanfield. The government guidance states:

“We would, however, encourage all schools to return to their usual uniform policies in the autumn term. 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.”

Whilst expectations of our behaviour policy remain the same, it is necessary in light of the current situation to make some adjustments for the safety of all students and staff. The updated policy will be shared with you in due course.

Finally, we want to thank you for the continued support you have given over the last few weeks. It has meant a lot. However, if there is anything you think we can do better, please let us know by using the help@tanfieldschool.co.uk email address.

We will continue to keep you updated with any further developments.


Until then, I wish you and your families all the best.


Take care and stay safe,


Mr Steven Clough
Headteacher

TANFIELD SCHOOL
HEADTEACHER Steven Clough BSc (Hons) NPQH

Tanfield Lea Road, Stanley, County Durham, DH9 8AY

 enquiries@tanfieldschool.co.uk

 01207 232 881

 @TanfieldSchool

 @TanfieldSchool

www.tanfieldschool.co.uk