

A Day in the Life of a Secondary Pupil at CFS March 2021



Travelling To and From School

You will be able to travel to and from School as normal. However, please remember that you will be required to wear a face covering when using public transport and follow the Government's guidelines regarding social distancing measures.

Arriving at School

You will enter through the Pupil Gate, which will open at 7.45am – there will be staff on duty to ensure that your entry is staggered and to support with social distancing. We ask that you do not congregate in groups outside of the gate or wait for your friends – you will be able to meet in your year group zone. Members of staff will also check your uniform and direct you to your zone. Please remember that you are no longer able to come inside before tutor time, so make sure you have a coat if it is cold. On very wet days we will allow you into your tutor room at 8am at the earliest.

As you enter the building you will be asked to use hand sanitizer from one of the automatic machines.

Tutor Time and Assemblies

You will still have tutor time and assembly, at the start of the day. On the day you have assembly, you will not enter the building as normal, but go to the Courtyard to line up in your tutor groups so that you can go straight into the Hall. The room is also marked as 'Hall' on your timetable, so you will always be able to remember which day it is, so you don't forget to go to the Courtyard at 8.15am.



Your tutor is very much looking forward to working with you, and will be able to make you feel at ease if you are anxious about return to school following lockdown. The Pastoral Team are planning a programme of support to be delivered during tutor time and through assemblies to address the impact of this second lockdown.

Timings of the Day

The timings of the day are the same as last term:

- 7.45am: gates open
- 8.15am: you are allowed into tutor bases (8am if very wet)
- 8.20am: tutor time/assembly starts
- 8.50am – 9.45am: Period 1
- 9.45am – 10.40am: Period 2
- 10.40am – 11.10am: Break
- 11.10am – 12.05pm: Period 3
- 12.05pm – 1.00pm: Period 4
- 1.00pm – 1.40pm: Lunch
- 1.40pm – 2.35pm: Period 5
- 2.35pm – 3.30pm: Period 6
- 3.30 – 4.30pm: Optional Extended Day



Lessons and Movement Around the Site

Overall you will have the same lessons on your timetable as normal, with your year group and in different groups of pupils depending on the subject.

As last term, you will be having most of your lessons in one area, or zone, of the school – as explained below and on the map we have also sent to you. So instead of going to the Science rooms for Science, and the Maths rooms for Maths, most of your lessons will take place in the same area of the School. You will be able to move freely between these lessons in the corridors as only pupils in your bubble will be there.

There are of course some lessons that really do need to be in the right room, like Food Tech or Art. For these rooms you will continue to meet in an outside area like last term – we will remind you of where on the first day back! Your teacher will meet you there and take you to the room, ensuring that you don't mix with any other bubbles as you enter and exit. And don't worry, these rooms will still all be cleaned before the next bubble uses them. We will ask you to support with wiping down desks and some equipment as part of your clearing up routines in these practical rooms.



It is essential that you remain in your zone at all times, so that you aren't mixing with other bubbles. We are going to be spending time on the first day reminding you of all of this, as December probably feels a long time ago! There will also be signs all around school to help. And, of course, as always if you have any questions please do not be afraid to ask.

Every time you come into the building from outside we will ask you to use the automatic hand sanitizer stations and there will also be access to hand sanitizer in classrooms and of course use of the toilets to wash your hands carefully.

A reminder of the year group zones (also see your map):

Years 7 & 8 – Areas of the main playground and Primary Dining for recreational times; MFL/Humanities/PE classrooms for lesson time. MFL 1 will be used for your Social Inclusions and your S4 sanctions will be served in Inclusion.

Years 9 & 10 – Each Year Group will be allocated half of the Food Technology playground and half of the Sports Hall for recreational times; the English and Maths Corridor for lesson time. English 2 will be used for your Social Inclusions and your S4 sanctions will be served in Internal Exclusion.

Year 11 – The bench and playground area outside the DT classrooms, the grass area at end of the DT block and Secondary Dining for recreational times; the Science labs for lessons. Science 1 will be used for your Social Inclusions and your S4 sanctions will be served with a member of the Senior Leadership Team.

Year 13 – Sixth Form Centre for recreational times; Science Labs and Sixth Form Area of lessons.

Wearing of Masks

Unless you have medical exception, you now need to wear a face mask whenever you are inside, including classrooms. The only exceptions are when you are eating in dining areas, and if you are doing activities like PE. You will also need to wear a mask as you are arriving and leaving school, as you move to your outdoor zone, but may remove it when you are in your year group area. You need to have a plastic bag with you to put your face covering in when you are not wearing

it, or if you are using the disposable ones you must place this in a bin carefully after use. Your face coverings must not be inappropriate or offensive – sanctions will be imposed for misuse in line with our Behaviour Policy. We will have a few spares, but if you keep forgetting your mask or not wearing it, Behaviour points will be issued like we do for all aspects of uniform. If you cannot wear a mask, please make sure your parents contact your tutor to let them know.



Use of the Toilets

You may only use the toilets in your zone at an appropriate time:

Years 7 & 8 – the toilets on the lower floor by the Secondary Entrance.

Years 9 & 10 – the toilets on the middle floor on the Maths and English corridor.

Year 11 – the top floor toilets in the Science Department.

Year 13 – either the top floor toilets in the Science Department or the toilets near the Sixth Form Centre.

Of course, if you are really desperate for the toilet and your designated toilets are a long way away we will allow you to use different toilets in an emergency as long as teacher is aware. Hand washing is of course essential after you have used the toilet.



Breaktime and Lunchtime



During break and lunch time you must remain in your zone. The canteen will continue to operate a staggered system:

Years 7 & 8 – you will enter the canteen via the External Door between 11.00am-11.10am and 1.20pm-1.35pm

Years 9 & 10 – you will enter the canteen via the PE Corridor between 10.50am-11.00am and 1.10pm-1.20pm

Years 11 & 13 – you will enter the canteen via the External Door between 10.40am-10.50am and 1.00pm-1.10pm.

Don't worry, staff on duty in your zones will continue to remind you when it is time to go to canteen. You can of course bring your own food to eat throughout break and lunch times.

End of the Day

At the end of Period 6 you may either go on to a Club or Supervised Study, or leave site as normal through the pupil gate. Whilst at these times you will be mixing slightly with other pupils, we will ensure that you are keeping your distance and keeping moving, and this is one of the times where masks need to be worn outside please.

At all times, the rule is – you should only stop and chat when you are in the correct zone with the right bubble!

Testing

We know that some of you will be worrying about the lateral flow tests. Try not to panic about this – we have made sure that there is plenty of time for you to take the test in small groups, and we are doing these first few tests in school to help you be able to do your own at home after the second week.

A lot more information has come out to your parents separately, including a pupil guide to testing – do make sure you have read, and lots of staff will be around in the testing centre to help you and to answer any questions. But if you decide not to have the test, don't worry – we won't make you!