



THE  
**Boswells**  
SCHOOL

**September 2020**  
**Year 10**

# Entry and exit from the building including bike parking



Arrival and departure times to school have been staggered so there are only two year groups arriving and departing at the same time. You will need to arrive at 8.40am to the gym gate. Members of staff will be on duty to show you where to place your bike if you cycle to school and will direct you to a place on the courts where you will meet your tutor. At 2.40pm you will leave the school site via the gym gates.

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# Journey to and from school

- Under no circumstances should you linger and wait for friends in other year groups and you should proceed to make your way home immediately. Social distance must be maintained on journeys to and from school.
- To maintain bubbles and to reduce the opportunities for mixing you are discouraged from frequenting the local shops before or after school. Under no circumstances should you congregate outside local shops.
- If public transport is used to complete your journey to and from school government guidance on the wearing of PPE must be adhered to.

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Electric scooters are not permitted to be used to travel to or from school and cannot be brought on to the school site



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# Zoning and Bubbles

To minimise the mixing of student's and to limit movement you have been placed into a year group bubble. You will not be able to mix with students from any other year group.

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# Attendance and leaving the site during the school day

It is expected that you arrive on time every day. Any student who arrives late will sign in at the attendance office and will then be allowed entry via the main gate to proceed to their lesson.

If you need to leave the site for a medical appointment during the school day you should make your way to front reception via the entry by the restaurant and past the current Year 8 toilets to main reception where you will need to be signed out by a member of staff. You should not use the control panel.

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# Pastoral Care and Learning Support

To maintain zoning and bubbles we have reallocated rooms for students to receive pastoral care or support previously offered in the Oasis to the following areas which will be known as 'Hubs'. The Year 10 Hub – will be located in the Library and the following members of staff will be available to support you:

- Mr Page – Head of Year 10
- Miss Smyth – Head of Year 11
- Mrs Oliver – Upper School Pastoral Manager
- Mrs Mariner – Learning Support Administrator
- Mrs Page – Careers Advisor

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# Pastoral Care and Learning Support

The hubs will be utilised to support you for a variety of matters including;

- Seeking Pastoral support
- Reporting incidents or concerns
- Use of time out card
- Physical disability which restricts your movement around the site
- Homework help

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# Tutor Groups and Rooms

10	Mr D Page	Miss L Rees (Mon/Tue) Mrs J Silvester (Wed/Thurs/Fri)	10G1	A25
	PM: Ms J Oliver	Mrs V Orenstein	10G2	A22
		Mrs C Gravelle	10L1	A36
		Mrs R Jenkins	10L2	A30
		Mrs R Cohen (Mon/Tue) Mrs J Robertson (Wed/Thurs/Fri)	10M1	A29
		Mrs Real Pascual	10M2	A21
		Miss E Woodhull	10S1	A35
		Mr K Wells (Mon/Wed/Thurs/Fri) Mrs S Hellen (Tue only)	10S2	A24

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# Toilets

You will only be able to use the toilets in the following area:

Girls; toilets opposite C10

Boys; toilets down the tech corridor (Old Year 8 Boys)

There will be enhanced frequency of cleaning of the toilet facilities. It is important that you regularly wash your hands and we encourage you to bring your own sanitiser in addition

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# Hygiene

- In order to ensure that Years 10-13 can access specialist classrooms (e.g. Science labs, computer rooms) we are allowing these bubbles to move around the school. This means that different bubbles may use the same room. To ensure everyone's safety you must:
  - Wipe down your chair and desk at the end of each lesson with the paper towels provided (The class teacher will spray the desks/chair before you do this. Paper towels must then go into the bin)
  - Sanitise your hands on entry to each classroom (you may wish to do this at the end of the lesson as well)

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# Hygiene

- All students will need to regularly clean their hands
- Extra sanitiser stations have been installed in corridors, outside toilets and as you enter the lunch queue
- You are encouraged to bring your own sanitizer

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# Face Coverings

We strongly advise that you wear a face covering:

- If you are walking in close proximity to friends outside your year group 'bubble' on the way to school
- as you arrive into school and as you walk into your 'designated area'
- as you walk from one area of the school to another
- if walking around a classroom
- as you wait in a queue, for example at lunch or to enter a classroom etc
- when you use the toilet facilities

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# Assemblies

Mass gatherings are not permitted therefore assemblies in the theatre will not be possible. Virtual or pre-recorded assemblies will however be delivered during allocated Personal Development time at the start or end of the day depending on year group. These will then form the basis of discussions.

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# Extra-Curricular

For the first two weeks of term there will be no extracurricular at all. This will be reviewed but any enrichment activities which are permitted after this period will need to be in your year group bubble

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# Feeling unwell

Should you feel unwell during the school day, please inform a member of staff immediately.

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# Emergency Evacuation

In the event of the need to make an emergency evacuation of the building all exits should be used and you should make your way to the allocated spaces on the courts which your tutors will show you . This is what has traditionally been called the 'fire drill lines'. You will stand in your designated space in register order in silence

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# Free time Zoning

To maintain your year group bubble there will be designated courts for each year group to be on for their free time. You are able to use Court 4 in Break 1 and Court 1 and 2 in Break 2



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# Food from the servery

- You will be able to purchase hot food from the main servery at lunchtime. On your first day you will be reminded how to line up for this – enter via gym entrance as normal, one way system past the restaurant and out by Boys PE
- To pay for the food you will need a pin number which your parents have been emailed and your parents will need to have put money on to your food account by using ParentPay

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# Student Lockers

Due to the fact we are unable to allocate lockers in year group zones there will be no lockers operational

It is essential you bring lots of water to last you the whole day as there are no outside water stations currently operational

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# First day of new academic year

Your first day will be Monday 7<sup>th</sup> September. On this day you do not need to bring your PE kit and you should arrive in your full school uniform.

On arrival on your first day go straight to your tutor room (this information is shown on this presentation).

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