

Plans for the full re-opening of Brymore in September 2020

Guidance for Parents and Boys

THE 'DAY' SCHOOL

Introduction

It is important all parents read and understand this guidance and ensure that they are aware of all updates as they are published. The only thing that is certain is that the situation and guidance is constantly changing and we have to be ready to adapt at short notice.

1. MINIMISING COVID-19 RISKS

We will continue to comply with health and safety law and ensure the appropriate risks are assessed and that proportionate control measures are in place. The school has introduced a system of controls to help minimise the risks of Covid-19 which can be grouped into two key areas: 'prevention' and 'response to infection'.

Prevention

No one is to come into school if they have Covid-19 symptoms and must follow the Government guidance set out below about when to self-isolate:

When to self-isolate

The medical advice is clear: You must self-isolate if you have coronavirus symptoms or live in the same household as somebody who does. The main symptoms of coronavirus are:

- *high temperature - this means you feel hot to touch on your chest or back (you do not need to measure your temperature)*
- *new, continuous cough - this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)*
- *loss or change to your sense of smell or taste - this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal*

For more information, read the further [guidance on symptoms](#).

If you have one or more of these symptoms, you must self-isolate straight away for 10 days - or longer, if you still have symptoms other than cough or loss of sense of smell/taste.

If you live in the same household as someone with coronavirus symptoms, you must self-isolate straight away for 14 days.

Anyone returning from abroad from a non-exempt country must self-isolate for 14 days. Parents must not send their son in until this quarantine period has been completed.

If an out-boarder in school develops symptoms he will be sent home immediately and parents will need to ensure they are able to pick boys up at short notice. Parents must then follow the Government 'stay at home' guidance and arrange to have a test. If the test is positive then parents must inform the school immediately. Whilst waiting to be picked up, boys will be isolated from the rest of the school in the surgery and staff attending him will wear PPE. The layout of the surgery allows us to meet all Government guidance on isolation including being behind a closed door, in a ventilated room, visible to staff with the use of a separate toilet. Once collected the surgery will undergo a deep clean. If a boarder develops symptoms then the process followed will vary slightly as outlined in the boarding section at the end of this document.

All staff who have dealt with a boy with symptoms must wash their hands thoroughly for 20 seconds and the areas of the surgery where the person was isolated needs to be cleaned with household bleach. If there is a confirmed case in the school then all parents will be informed and the bubble affected will be identified only. The identity of the person infected will not be shared with parents.

Cleaning hands thoroughly more often than usual

We will do everything that is reasonably possible to keep high use areas and equipment clean and will have an enhanced cleaning programme. However, we believe that keeping the boys and adults clean is key to preventing the spread of the virus. Everyone will be expected to clean their hands on entry to every room. Hand sanitiser is available outside all high usage areas and staff will ensure all boys use it at all times. This includes tutorial, every lesson, the dining hall and all social spaces including the boarding houses.

Respiratory hygiene

Boys will be reminded each morning of the importance of the 'catch it, bin it, kill it' approach and we have ensured we have an adequate supply of tissues and lidded bins available. Every member of staff who regularly interacts with the boys will have hand sanitiser and tissues readily available in order to ensure the consistency of these important messages. Posters have been placed throughout the school site in all key areas re-enforcing this message. Staff will be visible throughout the school also. We will not be insisting on the use of face masks throughout the school, as Government guidance currently suggests that this is not necessary, however, face masks will need to be worn in key areas and at key times outlined below. All staff will be provided with a visor and all boys should have a face mask and a re-sealable plastic bag.

Enhanced cleaning

We have introduced a revised cleaning schedule that ensures enhanced cleaning of high use areas and frequently touched surfaces. This does mean that some types of cleaning may be reduced such as vacuuming classrooms each day. We have also increased the cleaning of the toilet areas.

Minimising contact between individuals and maintaining social distancing

Bubbles

We will be operating a year group 'bubble' system as recommended by the Government. This will operate throughout the day where boys in each year group will be kept apart where possible. Boys are currently taught in year groups however, they will also socialise separately in different zones around the school and we will have two break and lunch periods so that only three year groups are socialising at any one time. It must be recognised that boys will socialise outside of these bubbles at other times mainly before and after school. Boarders will be in a separate bubble in the evenings and this is permitted under Government guidance.

Assemblies

There will be one assembly each week for a year group at a time led by a member of the Senior Leadership Team. Hand sanitising to take place on entry. There will be no singing and no giving out of certificates however award winners names will be read out. Boys will be seated to ensure social distancing and are to sit on the same chair for every assembly. The theme will follow the weekly theme with an emphasis on procedures/safety and mental well-being. There will be strong emphasis on the Brymore ethos throughout.

Year 7 - Monday
Year 8 - Tuesday
Year 9 - Wednesday
Year 10 - Thursday
Year 11 - Friday

Tutorials

We intend to keep the vertical tutor system as it is well established and the Year 6 boys in particular have already made connections with staff and boys. Boys will need to wear face masks when they line up, enter and throughout tutorial. They must also wear them when leaving tutorial if they are based in the teaching block, with masks to be worn in the teaching block corridor. Boys will sit in their own year groups in the classroom, where social distancing will be made easier, as there will always be one year group in assembly, so class sizes are smaller. There will be a seating plan that is constantly applied to facilitate track and trace if necessary. All classrooms will have boys in rows facing the front. Where it is safe to do so tutors will open their tutor base early (not possible in some rooms) to avoid boys having to queue where social distancing is hard to enforce.

Classrooms

All classrooms will be arranged with tables in rows and boys facing the front. The teacher should remain at the front where possible and try and maintain 2m social distancing. If this is not possible then the amount of time where this is not adhered to should be kept to a minimum and a visor used for any prolonged contact. Learning support staff can circulate but should try and keep some distance where possible and avoid face to face support. Teachers and learning support staff should try and maintain 2m social distancing from each other as should all staff, at all times. Most classrooms have an entrance and an exit and these should be strictly controlled. In the teaching block classes will line up outside and a clear area for each class has been identified. The path running the length of the teaching block has been widened to allow boys to pass each other safely. Boys will exit rooms from the inside door and there will be a one-way system from Room 2 towards science. Boys and staff must wear face masks whilst in the teaching block corridor. All rooms have hand sanitiser and staff should welcome boys in a controlled manner and boys should clean their hands on entry. To avoid prolonged queuing, boys should enter the classroom on arrival, rather than waiting for everyone to arrive and all classrooms have an outside area where the boys can wait before lessons away from other classes. All classes should have a seating plan, adequate tissues, a bin and the relevant posters displayed. Windows and doors need to remain open at all times. Boys must line up and enter the classroom wearing face masks and can remove them once they are sat in their seat and are told it is safe to do so. The movement of boys in classrooms should be kept to a minimum however in some lessons such as Design and Technology it is accepted movement is necessary. Boys should line up for tutorials and classrooms in the usual areas except the following:

Science - boys will line up outside the rear entrance facing Sedgemoor Tree Services
Art - boys line up in the newly created middle path leading to the dining hall
ICT - boys line up behind the white line parallel to the art/ICT classroom
PE/Games - Boys to line up at the front of school

Practical lessons/Cleaning

Practical lessons will continue and staff must insist boys clean their hands before using any equipment.

Social spaces

Indoor social spaces will be made available at break times and at lunchtimes with each year group having their own indoor and outdoor social space however, it has to be accepted that boys will need to move around the site for many reasons. The proposed spaces at break time are:

Year 7 - Kemp House common room and the area immediately outside

Year 8 - Reid House common room and the area immediately outside the main hall

Year 9 - Reid House common room and the area immediately outside

Year 10 - School House common room and the MUGA

Year 11 - School House common room and the MUGA

Break time will be split with Years 7, 8 and 11 having break at 10.45am before returning to period 2 at 11.00am. Years 9 and 10 will have break at 11.00am with period 3 starting at 11.15am for all.

Boys will be required to clean their hands on entry to the common room they should also wear face masks. Each common room has a maximum capacity of 20 people.

The Dining Hall and food

At break time there will a limited offer that consists of either 'packaged' products or easy to eat finger food with bottled water/drinks available. Boys are encouraged to bring in snacks where possible.

We will continue to use the biometric system and staff will ensure it is cleaned between each use. We will split lunchtime and period 4 into two equal periods. Years 7, 8 and 11 will have lunch first whilst Years 9 and 10 are in lessons. This arrangement will then be reversed as Years 7, 8 and 11 go to period 4, Years 9 and 10 will have lunch. Social spaces at lunchtime will be:

Year 7 - Kemp House common room and area outside

Year 8 - Reid House common room and area outside the main hall

Year 11 - School House common room and the MUGA

Year 9 - Reid House common room and the area outside

Year 10 - School House common room and the MUGA

Years 7, 8 and 11 Lunch from 12.20pm - 1.10pm

Years 9 and 10 Period 4 from 12.20pm - 1.10pm

Years 7, 8 and 11 Period 4 from 1.10pm - 1.55pm

Years 9 and 10 Lunch from 1.10pm - 1.55pm

At lunchtime we will have two areas for the boys to line up. One where they line up usually and one running parallel to it. Boys will continue to come down at set times but we will alternate lining up points so that there will only ever be two year groups lining up at once, in two separate areas. The dining hall will also be divided in two so that each year group can sit together without mixing. Boys will have named tables and will need to sit at the same table every lunchtime. Additional cleaning staff are available to clean the tables throughout the lunch period and boys will not be asked to wipe down tables. Boys entering the dining hall will be strictly controlled to minimise the need for boys to cross each other when taking their plates back to be washed.

Boys will be expected to wear face masks when they line up and enter the dining hall and can remove them once they have sat down.

The old dining hall will be used for packed lunches a year group at a time which will also reduce numbers in the dining hall.

The library will also be open to a single year group on a given day.

Year 7 - Monday
Year 8 - Tuesday
Year 9 - Wednesday
Year 10 - Thursday
Year 11 - Friday

Activities

The activity programme has been completed and largely keeps boarders and out-boarders apart. Fitness will also continue for the rugby squads only at first and will separate boarders and out-boarders. Where possible out-boarders will complete their activities immediately after school and before 5.15pm and boarders will complete theirs after prep. All activities must have an individual risk assessment. Boarders will need to change for activities in their dormitories. Out-boarders need to use the following changing rooms:

Year 7 - nearest the hall
Year 8 - cellars
Year 9 - back of school house
Year 10 - horticulture
Year 11 - agriculture

Boys will be expected to wear face masks in the changing rooms and a maximum of 15 students should be in the changing rooms at any one time.

Out-boarders

Where possible parents are asked to collect out-boarders immediately after school unless they are taking part in an activity. Out-boarders on site and not doing an activity will put undue pressure on the pod system. If parents are unable to do this they are asked to contact the house parent of the boarding house their son is attached to, to inform them of the anticipated pick up time. Parents are also asked not to drop their son off too early, if possible.

Toilets

Guidance suggests we should not have separate toilets however, we will allocate year groups to specific areas and this should be encouraged where possible.

The proposals are:

Years 7 and 8 - teaching block
Years 9 - toilets nearest the main hall
Year 10 and 11 - toilets immediately outside the staff room

Prefects will manage the toilets at break and lunchtime and there will be a one in and one out policy where possible. The main door should remain open and the cubicles only should be used. If more than one person uses the toilets at one time then face masks should be worn.

Lockers

The locker room will be managed by prefects at lunchtime and breaktime and will be limited to five boys being allowed in at any one time.

Parental drop offs and picking up

Parents will be allowed on site only in a vehicle to drop off and pick up. They must remain in the car at all times unless visiting reception. Appointments must be made to visit any other member of staff and staff are encouraged to hold meetings by telephone or Microsoft Teams where possible. Other than on the first and last day of each half term, parents must not enter the boarding house. Parents wishing to purchase plants or meat must do so by appointment only.

Visitors/Supply teachers

Where possible professionals will be encouraged to meet either via Microsoft Teams or by telephone. We will use supply teachers only where necessary and we will try and maintain our policy of rarely cover where possible. All boys will return with gaps in their learning, Year 11 critically so, and therefore keeping staff teaching normal lessons will remain the priority. We have produced clear guidance for visitors and ensure they have had time to read it before they enter the main school site. We will continue to ensure all visitors must report to reception.

Taking books and resources home

Everyone will be encouraged to minimise the need to take equipment and books home. Where possible prep should not require boys to take books home and books should remain in the classroom. Other equipment such as boots etc should be kept in the boy's locker. It will be necessary for staff to take books and papers home from time to time to ensure boy's work is marked appropriately. Staff must ensure there is a 24 hour gap between books being handed in and taken home, and another 24 hour gap before they are returned after marking. Books should be handed in at the end of a lesson and handed out by a boy at the start of lessons. The boy giving out the books should clean his hands before and afterwards and wear a face mask.

Changing rooms

Changing rooms will be subject specific except during Friday activities and after school when they will be year group specific. This will ensure the mixing of year groups and bubbles will be kept to a minimum. Changing rooms will be allocated as follows:

PE/Games - changing rooms nearest the hall, back of school house and cellar changing rooms

Land based/agriculture and horticulture - Agriculture and horticulture changing rooms

Forest school - Cellar changing rooms

Year 7 forest school/agriculture and horticulture should divide each class into two and offer staggered changing times.

Boys should wear face masks in the changing rooms.

Staff will supervise boys and be a presence inside the door of the changing rooms where possible to insist on social distancing. For each lesson staff will establish where each boy gets changed which should then remain the same for every lesson. Staff must keep a record of this. All personal belongings must be removed at the end of each lesson with nothing stored in the changing rooms. Boys are to sanitise their hands on entry and exit at the end of the lesson. Showers should only be used if absolutely essential. Boys must wear a face mask inside the changing rooms and a maximum of 15 allowed in at any one time.

For Friday activities and after school activities boarders should change in their boarding house.

Out-boarders should use the following changing room:

Year 7	- nearest the hall
Year 8	- cellars
Year 9	- back of school house
Year 10	- horticulture
Year 11	- agriculture

The site team will clear the changing rooms at the end or start of each day.

Duties

There will be no farm or garden duties for the first two weeks other than HOD's or Year 10's that need to complete them as part of the land-based qualification. Once we have completed the first two weeks, plans can be made to re-introduce duties for all safely. This is to ensure that the farm and gardens can continue to function without an unnecessary demand on the changing rooms where boys will be changing without being directly supervised. It is likely that morning farm duties will be covered by boarders and evening farm duties covered by out-boarders.

Friday activities

There is a catch up programme for Year 11 who will not be able to sign up for the normal Friday activities. Boys will complete Friday activities in their year groups.

Responses to an infection

Everyone must ensure that they understand the NHS Test and Trace process and everyone must be prepared to:

- Book a test and to self-isolate if they are displaying symptoms
- Provide details of anyone they have been in close contact with if they test positive or are asked to by NHS Test and Trace
- Self-isolate if they have been in close contact* with someone who develops symptoms or who tests positive

* *Close contact means:*

- Direct close contact - face to face with an infected individual (less than 1m) including being coughed on face to face
- Proximity contacts - extended close contact (within 1-2m for more than 15 minutes) with an infected individual
- Travelling in a small vehicle, like a car, with an infected person

In the event of a positive test the school will contact the health protection team, who will provide definitive advice on who should be sent home. Household members of those who have been sent home do not need to self-isolate.

If we have two or more confirmed cases of Covid-19 within 14 days or if there is an overall rise in sickness where Covid-19 is suspected then we will work with the health protection team to determine whether larger numbers of people need to self-isolate as a precautionary measure.

The Contain Framework

The contain framework sets out four tiers of restrictions for education settings, for use as an absolute last resort in areas subject to local restrictions.

Tier 1

The default position for areas in national government intervention is that education and childcare settings will remain open. An area moving into national intervention with restrictions short of education and childcare closure is described as 'tier 1'. There are no changes to childcare, and the only difference in education settings is that where pupils in Year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.

All nurseries, childminders, schools, colleges and other educational establishments should remain open and continue to allow all their children and young people to attend, on site, with no other restrictions in place.

Tier 2

Early years settings, primary schools and alternative provision (AP) providers, special schools and other specialist settings will continue to allow all children/pupils to attend on site. Secondary schools move to a rota model, combining on-site provision with remote education. They continue to allow full-time attendance on site to vulnerable children and young people and the children of critical workers. All other pupils should not attend on site except for their rota time. Further education (FE) providers should adopt similar principles with discretion to decide on a model that limits numbers on site but works for each individual setting.

In all areas of national government intervention, education settings where pupils in Year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.

Tier 3

Childcare, nurseries, primary schools, AP, special schools and other specialist settings will continue to allow all children/pupils to attend on site. Secondary schools, FE colleges and other educational establishments would allow full-time on-site provision only to vulnerable children, the children of critical workers and selected year groups (to be identified by Department for Education). Other pupils should not attend on site. Remote education to be provided for all other pupils.

In all areas of national government intervention, education settings where pupils in Year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.

Tier 4

All nurseries, childminders, mainstream schools, colleges and other educational establishments allow full-time attendance on site only to our priority groups: vulnerable children and the children of critical workers. All other pupils should not attend on site. AP, special schools and other specialist settings will allow for full-time on-site attendance of all pupils. Remote education to be provided for all other pupils.

In all areas of national government intervention, education settings where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.

2. SCHOOL OPERATIONS

School transport

We will continue to operate the Minehead and Williton bus with the following measures in place:

- Boys will need to use hand sanitiser on entry and exit of the bus
- The bus will be cleaned each day and will not be used for other visits during the day
- Boys should observe social distancing whilst waiting for the bus
- Boys must wear face masks
- Boys must sit in Year groups where possible and sit in the same seat for each journey

Premises

Additional wash basins have been provided and water fountains switched off. Good ventilation is essential and staff will ensure windows and outside doors remain open where possible during the day. Please note fire doors should not be kept open unless they are fitted with an automatic release mechanism.

Educational visits

There will be no overnight educational visits. Whilst we are able to resume other educational visits these will be severely restricted. There will be no inter-school fixtures in the first half term. The Minehead and Williton minibuses will not be used for school visits. Year 11 will not be allowed on any visits during the school day unless it is an essential part of their GCSE study.

Well-being and support for boys

We have already assessed the well-being and mood of boys through an online questionnaire and we have reliable data on those who have found lockdown difficult. Many have continued to be supported over the holidays. The RSHE (Relationships, Sex and Health Education - formerly known as PSHRE) scheme of learning, the tutorial programme and the assembly themes will be adjusted to take into account increased anxiety and stress and will focus on building relationships, dealing with issues related to Covid-19 and supporting the mental health and well-being of boys in the first half term.

The physical layout of the student support area has been altered for September with the SEN team and counselling moving to the Mews flats after the first week back. This will provide extra space for the safeguarding and pastoral support team to do effective intervention work.

Behaviour expectations

These will not change however, we will not tolerate Covid-19 related behaviours such as deliberately coughing at someone. Boys will be constantly reminded about social distancing and the need for good hygiene. The referral system has changed and will now be based on Year groups and not subjects to avoid breaking year group bubbles.

BOARDING

1. MINIMISING COVID-19 RISKS

All of the controls that have been put in place for the re-opening of the school apply equally to boarding. However, there are some boarding specific additional controls.

Reducing the chances of an infection in a boarding house

A. Before opening

1. All parents are given these procedures for reducing and dealing with Covid-19 in a boarding house and agree the action required should their son present with symptoms. Either we will keep any boarder with symptoms at school and will arrange for a test to be carried out or parents pick up their son and arrange for the test themselves. Any boy testing positive will need to be picked up and taken home.
2. All parents must agree not to send their son back if he presents with symptoms. These symptoms are outlined at the beginning of this document. This also applies if a family member has Covid-19 and if a boy needs to quarantine following travel abroad.

B. On arrival

1. Parents have been given staggered drop off points and can only help carry cases to outside the entrance of the boarding house. Year 7 and 8 parents only will be allowed to help their son unpack.
2. Parents are not to enter the boarding house.
3. All boarders are temperature checked on arrival.
4. Clear instructions are given to the boys about procedures that must be followed.

C. Daily routines

1. All boarders are temperature checked twice a day, once in the morning and once in the evening.
2. All boys to clean their hands every time they leave or enter the boarding house.

Pods

Kemp and Reid will be divided into three 'pods' of boys who will be prevented from mixing in the house. School House will be divided into two pods. Each pod will be classed as a 'household' for self-isolation purposes. Boys will be able to mix (socially distanced) outside during activities but not inside the boarding house.

Kemp

Pod A = Cluster 2 (Dorms 6-10)

Pod B = Cluster 1 (Dorms 1-5)

Pod C = Cluster 3 (Dorms 11-14)

Reid

Pod A = Cluster 2 (Dorms 6-10)

Pod B = Cluster 3 (Dorms 11-14)

Pod C = Cluster 2 (Dorms 1-5)

School House

Pod A = 2nd floor (Dorms 6-10)

Pod B = 1st floor (Dorms 1-5)

Use of common room/Evening timetable/prep

Access and Egress - In Kemp and Reid boys should not walk through the common room when another pod is in there, so all access and egress will be through same door. Pods will be released one pod at a time at pinch points. In School House the top floor pod will go in and out of back door and use the back stairs. The middle floor pod will use the main front of house door and use internal stairs.

Shower times will be on a rota per dormitory and arranged when staff can speak to the boys to seek their preference- morning or night. Pods will have their own allocated bathroom and showers and pods will not be able to mix.

The kitchen will only be used by one boy at a time and can only be used when they have common room time.

The kitchen will be closed to boys **15 minutes prior** to end of their common room session. Staff will then clean and wipe down all surfaces and touch points and ensure all cutlery is washed up and or put into dishwasher.

Common rooms will be vacated **5 minutes** prior to end of session allowing staff to clean and wipe down all touch points, hard surfaces, TV controls and activities equipment prior to next pod being allowed into the common room.

Kemp and Reid House Pod Structure of evening timetable:

3.45pm - 4.30pm - **Pod A** Common Room Time/ **Pods B and C** Free time

4.30pm - 5.15pm - **Pod B** Common Room Time/ **Pods A and C** Free time

5.15pm - 6.15pm - **Pod C** Common Room Time/ **Pods A and B** Free Time

6.15pm - 6.45pm - **Pod A** Common Room Time/ **Pods B and C** doing prep in dorm

6.45pm - 7.15pm - **Pod B** Common Room Time/ **Pods A and C** doing prep in dorm

7.15pm - 7.45pm - **Pod C** Common Room Time/ **Pods A and B** doing prep in dorm

7.45pm - 8.15pm - **Pod A** Common Room/ **Pods B and C** Free time

8.15pm - 8.45pm - **Pod B** Common Room/ **Pods A and C** Free time

8.45pm - 9.15pm - **Pod C** Common Room/ **Pods A and B** Free time

School House Pod structure of evening

3.45pm - 4.30pm - **Pod A** Common Room/ **Pod B** Free time

4.30pm - 5.15pm - **Pod B** Common Room/ **Pod A** Free time

5.15pm - 6.15pm - **Pod A** Common Room/ **Pod B** Free time

6.15pm - 7.15pm - **Pod A and B** Prep time in dorms (Year 11s in CADCAM)

7.15pm - 8.15pm - **Pod B** Common Room/ **Pod A** Free time

8.15pm - 9.00pm - **Pod A** Common Room/ **Pod B** Free time

9.00pm - 9.30pm - **Pod B** Common Room/ **Pod A** Free time

Registration will take place in dormitories. When handing in technology the office will be vacated by staff and boys will place technology in one at a time.

Prep will take place in the boys' dormitories except for Year 11 who will use the drawing office and CAD CAM. Both rooms will have additional cleaning.

Social distancing and preventative measures to be put into place

- Parents to pick up and drop off outside of the boarding house and are not to enter the boarding house. Questions can be directed via email/telephone to house staff or house staff will go outside to speak to parents if needed.
- Boys will only be allowed into dormitories within their own pod and are not to enter for any reason into other pods.
- Boys are not allowed to socialise in other houses but can outside with social distancing.
- Maximum number in cluster bathrooms will be 4 at a time.
- Shower times will be staggered and managed- time slots will be arranged with each dorm.
- Common rooms will be managed with social distancing in mind and boys can only use them when their pod is scheduled to use it. Boys will be asked to relocate to their dorms if too many are in the space with a maximum occupancy of 20. Movie nights will be split into different year groups to reduce the volume of boys in at one time.
- Boys to hand sanitise on their way in and out of the building, when entering the kitchen and also into the clusters.
- Maximum of 1 boy to be in the kitchen at any one time. All items to be washed up once used.
- Boys to be educated to open doors with no hands.
- Where suitable, dormitories to always have a window open.
- Only one person allowed in the offices in Reid and Kemp at a time including staff.
- Individual risk assessments will be completed for every boy who may find social distancing difficult.

Breakfast

Breakfast will be split into two sittings and all boys will need to use hand sanitiser on entry and exit.

1st breakfast (Mr Watts and Mr Fewtrell)

- Kemp house to eat breakfast in dining hall from **7.25am - 7.55am.**
- Boys will sit 3 at a table to maintain social distancing and must be sat with boys from their pods. Boys must sit in the same seat for every breakfast.
- Egress will be out of the back entrance on the dining hall where they normally come in for tea, safely, small groups at a time.
- Boys to line up per house and in pod groups.
- Kemp Pod A - Library side of path .
- Kemp Pod B - Beside dining hall.
- Kemp Pod C - Horticulture side of path.

Stacking and moving of chairs will not take place to reduce movement and all cereals / drinks etc to be placed on tables to minimise movements and gatherings within dining hall.

2nd breakfast (Mrs Long, Mr Bagshaw and Mr Spridgens)

- Reid house to eat breakfast in dining hall **8.00am - 8.25am.**
- Boys will sit 3 at a table to maintain social distancing and must be sat with boys from their pods.
- Egress will be out of the back entrance on the dining hall where they normally come in for tea, safely, small groups at a time.
- Boys to line up per house and in pod groups.
- Reid Pod A - Library side of path.
- Reid Pod B - Beside dining hall.
- Reid Pod C -Horti side of path

School House Breakfast

All boys will be woken at 7am as per normal House routine and boys will be expected to be dressed in uniform as they would, if down at the main dining hall.

Kitchen staff will deliver a food trolley that will have hot options in thermal containers, milk, hot water and bread.

Cereal, fruit and juice will be collected after tea each evening as per the usual routine but kept separate for the morning.

Breakfast in the House will run with 2 sessions,

Pod 1 Year 9 (13) 7.15am to 7.40am

Year 9 can then have time after breakfast to shower/tidy dorms/teeth.

Pod 2 Year 10/11 (25) 7.45am to 8.15am

Year 10/11 have time to shower and tidy dorms prior to breakfast and enough time after to clean teeth and be out of the house for 8:30 as per usual routine.

Trolley returned to kitchen after breakfast.

Tea

Hand sanitiser to be used on entry and exit. Boys will sit maximum 3 to a table on alternate chairs and can only sit with boys from their own year group. The doors to be open where possible and staff will clean the tables between each sitting. All boys must wear a mask whilst lining up and allowed to remove mask once seated.

5.00pm - 5.20pm Year 7s + 8s

5.25pm - 5.45pm Year 9s + Year 10s

5.50pm - 6.10pm Year 11s

Cleaning

1. A thorough clean will take place every day to include wiping down all surfaces in communal areas, all door handles, high use surfaces, showers and toilets.
2. Anti-bacterial sprays and wipes will be available for boarding staff to use as required on regular use surfaces such as pool cues etc.
3. All soft furnishings will be removed from the common room.

2. PROCEDURES FOR DEALING WITH A SUSPECTED CASE IN A BOARDING HOUSE

Boy presents with two or more symptoms of Covid-19	<ul style="list-style-type: none"> • Temperature taken and arrangements made for Covid-19 test immediately • Parents contacted to agree next steps • Parents of other boys in the dormitory also contacted and informed (no names given) • Boy isolated in isolation dormitory in their boarding house and all social contact is restricted • Food is taken to the boy; lessons are completed remotely and he is to have a separate bathroom/shower
Test proves negative	<ul style="list-style-type: none"> • Boy returns to normal dormitory and is monitored • All parents are contacted
Test proves positive	<ul style="list-style-type: none"> • Boy is picked up by parents where he will remain for 10 days and until all symptoms other than a cough and loss of smell/taste has gone • Positive test must be reported to PHE • Arrangements should be made to test all boys in the pod if advised by the public health team • All boys will need to self-isolate until results are known • Boys who shared the dormitory should be housed in the isolation dormitory until the test results are known. These boys need to be isolated from others in the bubble. • All parents to be contacted • Deep clean of dormitory and isolation dormitory required
Boy returns to school	<ul style="list-style-type: none"> • Deep clean required of isolation block
Test prove negative	See above
Test proves positive	<ul style="list-style-type: none"> • Boy needs to be collected by parents