

# Kingsmead: planning for tiered local restrictions

We are currently responding as Tier 1 due to the narrowness of corridors and sprawling site at Kingsmead school. This decision has been taken to protect students and staff.

| TIER | WHAT IT MEANS FOR OUR SCHOOL  | ACTIONS WE'LL TAKE   |
|------|---|--|
| 1    | <p>Kingsmead will remain open for all pupils.</p> <p>Everyone will be asked to wear face coverings when moving around communal areas in school where it's difficult to maintain social distancing, unless they're exempt from wearing one</p> <p>The school will challenge and respond robustly to those not wearing face coverings (young people and adults) who do not have an exemption.</p> | <p><b>Face coverings</b></p> <p>We'll share <a href="#">factsheets on face coverings</a> with parents and staff so that everyone knows what to expect.</p> <p>We'll put up <a href="#">this poster</a> in areas of the school, such as in classrooms, so that people know how to properly remove their face coverings.</p> <p>Remove all unnecessary clutter from classrooms to ensure that they are easy to clean</p>   |
| 2    | <ul style="list-style-type: none"> <li>• We'll remain open full-time for vulnerable pupils and the children of critical workers</li> <li>• For all other pupils, we'll move to a rota model, combining on-site provision with <a href="#">remote learning</a>.</li> <li>• We'll maintain the same rules on face coverings as in tier 1</li> </ul>   | <p><b>Face coverings</b></p> <p>We'll share <a href="#">factsheets on face coverings</a> with parents and staff so that everyone knows what to expect.</p> <p>We'll put up <a href="#">this poster</a> in areas of the school, such as in classrooms, so that people know how to properly remove their face coverings.</p> <p><b>Our rota model</b></p> <p>Secondary pupils will spend 2 weeks in school followed by 2 weeks engaged in home learning.</p> <p>We'll split pupils into 2 groups, making sure:</p> <ul style="list-style-type: none"> <li>• 'Bubbles' of pupils don't mix with other bubbles</li> <li>• Year 11,12,13 and 7 will form 1 bubble and will be the first to spend 2 weeks in school</li> <li>• Year 8,9 and 10 will form the 2<sup>nd</sup> bubble and be the 2<sup>nd</sup> to spend 2 weeks in school</li> <li>• We'll include vulnerable pupils and the children of critical workers in rota groups, even if they will be at school full-time</li> <li>• Vulnerable pupils and the children of key workers will be looked after by the facilitating staff during the 2 weeks of home learning.</li> </ul> |

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|      |                              | <ul style="list-style-type: none"> <li>• Staff will be asked to come into school every day and teach via computer, groups who are on 2 weeks of home learning</li> <li>• The normal 2 week timetable will be followed</li> <li>• Assessment cycles will continue but where possible assessments will take place when students are in school</li> <li>• Weekends and after shut down on Friday 2.00pm onwards we will be deep cleaning the site in preparation for the following weeks opening</li> </ul> <p>• <b>Risk assessment</b></p> <p>We will update our risk assessment to reflect our rota model, and we'll communicate our plans with all staff and parents.</p> <p><b>Vulnerable pupils</b></p> <p>We'll strongly encourage vulnerable pupils to continue attending school. To do this, we'll:</p> <ul style="list-style-type: none"> <li>• Work with our local authority (LA)</li> <li>• Contact a pupil's parent or carer, and (where applicable) social worker if the pupil doesn't attend, to find out why and discuss their concerns</li> </ul> <p><b>Absence requests</b></p> <p>Vulnerable pupils: we'll <b>only</b> grant absence requests for parents who want their child to be absent during their rota group's scheduled time at home. All pupils should attend school when their rota group is scheduled to be on-site.</p> <p>Children of critical workers: we'll grant absence requests for children of critical workers if their parents tell us in advance that their child won't be attending school when their rota group is scheduled to be at home.</p> <p><b>Remote learning arrangements</b></p> <ul style="list-style-type: none"> <li>• <b>Lessons will continue as per the normal 2-week timetable 5 hours per day following the normal timetable. 6 hours including P6 booster lesson if students are in year 11 or 13.</b></li> <li>• <b>Where students are in school they will be taught by their normal teacher in their normal classroom.</b></li> <li>• <b>Where students are at home they will be taught by a variety of methods including teams lessons, PowerPoints with audio, videos. Staff will be</b></li> </ul> |

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|      |   | <p>supplied with cameras to enable them to teach the class as a whole if appropriate.</p> <ul style="list-style-type: none"> <li>• Work will be uploaded to SMHW as during prior lock down and we will follow the blended learning approach</li> <li>• Feedback will be given so that students understand how to get better.</li> <li>• The blended learning platform will be ready for use from the end of September onwards and many families have invested in laptops to support remote learning.</li> <li>• We will follow the 6-week assessment schedule and report to parents on students progress every 6 weeks.</li> <li>• Progress teams will track engagement and the pastoral support systems will re-activate including well being checks for vulnerable students through the well being team</li> <li>• Safeguarding team will reactivate safeguarding checks on those students deemed as vulnerable.</li> </ul> <p><b>Free school meals</b></p> <p>We'll work with Chartwells to prepare meals or food parcels for all pupils eligible for free schools meals, whether they are at home or on-site.</p> <p>We will work with the food bank to provide food parcels to families as needed following the same arrangements as the lock down in 2020.</p> <p><b>Staffing arrangements</b></p> <p>All staff will be required to attend school each day</p> <p>If staff are not needed after their working hours they may leave the school site and return home to reduce the risk of infection after checking need with the Deputy Head for curriculum</p> <p>Staff will be restricted to working alone or in small groups that become 'bubbles' themselves.</p> |
| 3    | <ul style="list-style-type: none"> <li>• We'll remain open full-time for vulnerable pupils, the children of critical workers and selected year</li> </ul> | <p><b>Remote learning arrangements</b></p> <ul style="list-style-type: none"> <li>• Lessons will continue as per the</li> </ul>  |

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|      | <p>groups (the DfE will identify these)</p> <ul style="list-style-type: none"> <li>• We'll provide remote education for all other pupils</li> <li>• We'll maintain the same rules on face coverings on-site as in tier 1</li> </ul> | <p><b>normal 2 week timetable 5 hours per day following the normal timetable. 6 hours including P6 booster lesson if students are in year 11 or 13.</b></p> <ul style="list-style-type: none"> <li>• <b>Where students are in a year group selected by the DfE they will attend school as a bubble and will attend normal lessons.</b></li> <li>• <b>Where students are at home they will be taught by a variety of methods including teams lessons, PowerPoints with audio, videos. Staff will be supplied with cameras to enable them to teach the class as a whole if appropriate.</b></li> <li>• <b>Work will be uploaded to SMHW as during prior lock down and we will follow the blended learning approach</b></li> <li>• <b>Feedback will be given so that students understand how to get better.</b></li> <li>• <b>The blended learning platform will be ready for use from the end of September onwards and many families have invested in laptops to support remote learning.</b></li> <li>• <b>We will follow the 6-week assessment schedule and report to parents on students progress every 6 weeks.</b></li> <li>• <b>Progress teams will track engagement and the pastoral support systems will re-activate including well-being checks for vulnerable students through the well-being team</b></li> <li>• <b>Safeguarding team will reactivate safeguarding checks on those students deemed as vulnerable.</b></li> </ul> <p><b>Vulnerable pupils</b></p> <p>We'll strongly encourage vulnerable pupils to continue attending school. To do this, we'll:</p> <ul style="list-style-type: none"> <li>• Work with our local authority (LA)</li> <li>• Contact a pupil's parent or carer, and (where applicable) social worker if the pupil doesn't attend, to find out why and discuss their concerns</li> <li>• Vulnerable pupils, the children of key workers will be looked after by the facilitating staff while in school and will access home learning using the computers at Kingsmead unless</li> </ul> |

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|      |   | <p>they are in a year group who are taught in school. If they are in a year group taught in school they will be taught in school as normal in this bubble by teaching staff.</p> <ul style="list-style-type: none"> <li>Weekends and after shut down on Friday 2.00pm onwards we will be deep cleaning the site in preparation for the following weeks opening</li> </ul> <p><b>Free school meals</b></p> <p>We'll work with Chartwells to prepare meals or food parcels for all pupils eligible for free schools meals, whether they are at home or on-site.</p> <p>We will work with the food bank to provide food parcels to families as needed following the same arrangements as the lock down in 2020.</p> <p><b>Staffing arrangements</b></p> <p>All staff will be required to attend school each day</p> <p>If staff are not needed after their working hours they may leave the school site and return home to reduce the risk of infection after checking need with the Deputy Head for curriculum</p> <p>Staff will be restricted to working alone or in small groups that become 'bubbles' themselves.</p> <p><i>Depending on the number of students asked to attend this will be reviewed on a by needs basis.</i></p> |
| 4    | <ul style="list-style-type: none"> <li>We'll <b>only</b> remain open for vulnerable pupils and the children of critical workers</li> <li>We'll provide remote education for all other pupils</li> <li>We'll maintain the same rules on face coverings on-site as in tier 1</li> </ul> | <p><b>Remote learning arrangements</b></p> <ul style="list-style-type: none"> <li><b>Lessons will continue as per the normal 2 week timetable 5 hours per day following the normal timetable. 6 hours including P6 booster lesson if students are in year 11 or 13.</b></li> <li><b>Where students are in school they will be taught by their normal teacher in their normal classroom.</b></li> <li><b>Where students are at home they will be taught by a variety of methods including teams lessons, PowerPoints with audio, videos. Staff will be supplied with cameras to enable them to teach the class as a whole if appropriate.</b></li> <li><b>Work will be uploaded to SMHW as during prior lock down and we will follow the blended learning approach</b></li> </ul>  |

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|      |                              | <ul style="list-style-type: none"> <li>• <b>Feedback will be given so that students understand how to get better.</b></li> <li>• <b>The blended learning platform will be ready for use from the end of September onwards and many families have invested in laptops to support remote learning.</b></li> <li>• <b>We will follow the 6-week assessment schedule and report to parents on students progress every 6 weeks.</b></li> <li>• <b>Progress teams will track engagement and the pastoral support systems will re-activate including well being checks for vulnerable students through the well being team</b></li> <li>• <b>Safeguarding team will reactivate safeguarding checks on those students deemed as vulnerable.</b></li> </ul> <p><b>Vulnerable pupils</b></p> <p>We'll strongly encourage vulnerable pupils to continue attending school. To do this, we'll:</p> <ul style="list-style-type: none"> <li>• Work with our local authority (LA)</li> <li>• Contact a pupil's parent or carer, and (where applicable) social worker if the pupil doesn't attend, to find out why and discuss their concerns</li> <li>• Vulnerable pupils and the children of key workers will be looked after by the facilitating staff while in school and will access home learning using the computers at Kingsmead.</li> <li>• Weekends and after shut down on Friday 2.00pm onwards we will be deep cleaning the site in preparation for the following weeks opening</li> </ul> <p><b>Free school meals</b></p> <p>We'll work with Chartwells to prepare meals or food parcels for all pupils eligible for free schools meals, whether they are at home or on-site.</p> <p>We will work with the food bank to provide food parcels to families as needed following the same arrangements as the lock down in 2020.</p> <p><b>Staffing arrangements</b></p> <p>All teaching staff will be asked to work from</p> |

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|      |                              | <p>home.</p> <p>All facilitating staff will be asked to support vulnerable and key worker students in school whilst they access lessons remotely through school computers as the previous lock down.</p> <p>Staff will be restricted to working alone or in small groups that become 'bubbles' themselves.</p> |

### Sources

We produced this template based on the following sources (all information is up to date as of 4 September 2020):

- > [COVID-19 contain framework: a guide for local decision-makers](#), GOV.UK - DHSC
- > [How schools can plan for tier 2 local restrictions](#), GOV.UK - DfE
- > [Guidance for full opening: schools](#), GOV.UK – DfE