

September 2020 – A Guide for Parents / Carers and Students

In September 2020 things at Graham School will be a little different. This guide is designed to answer your questions and put your mind at rest. If you have any other questions, please email us and we will get back to you as soon as possible. Please don't worry about any of the changes, they are designed to help us to reduce contact between groups so that everyone is as safe as possible. We are sure our plans will work well and we are looking forward to the new school year.

Each year group will have its own zone, its own break and lunchtime and its own outside space. Form Rooms will be in the zone and the majority of lessons will take place in the zone. There will be some exceptions for practical subjects and of course PE. The teachers will move from zone to zone. The timings of the school day will be slightly different for each year group BUT everyone will arrive and leave at the same time.

Check the details for your year group below:

Year 7	
Entrance / Exit	Table Tennis Entrance to Humanities Block
Zone	Humanities Block and MU2 + PE
Break	10.40am – 10.55am
Lunchtime and Arrangements	12.55pm – 1.25pm Enter via Piazza, Exit to Piazza
Outdoor Area	Piazza and Tennis Court
Badge Colour	Red

If you are in Y7 please don't worry about knowing where to go and what to do. We will explain everything to you on your first day and show you your zone. There will be lots of teachers and other adults to help you out!

Year 8	
Entrance / Exit	Main Reception to B corridor / A stairs
Zone	G1 – G5 + A5 – A8 + IT2 / IT4 + MU1 + PE
Break	10.10am – 10.25am
Lunchtime and Arrangements	12.25pm – 12.55pm Enter via Piazza, Exit to Piazza
Outdoor Area	Piazza + Tennis Court
Badge Colour	Blue

Year 9	
Entrance / Exit	Gate behind tennis courts, to top playground to science through door opposite Art
Zone	S1 – S9 + AR1 / AR3 / AR4 + IT1 + T6 + DRR / DRS + PE
Break	11.10am - 11.25am
Lunchtime and Arrangements	1.25pm - 1.55pm Enter via Balcony, Exit via Rainbow
Outdoor Area	Top Yard
Badge Colour	Yellow

Year 10	
Entrance / Exit	Student Entrance to B stairs
Zone	B1 – B10 + AR1 – AR4 + T6 / T7 + IT2 / IT3 + DRR / DRS + PE
Break	11.10am -11.25am
Lunchtime and Arrangements	1.25pm - 1.55pm Enter via Piazza, exit via Piazza
Outdoor Area	Piazza and Tennis Court
Badge Colour	White

Year 11	
Entrance / Exit	Goods entrance next to maths and to maths block
Zone	M1 – M7 + T1 – T5 / T7 / T8 + MCR + DDR / DDS / DR2 / MU1 + PE
Break	10.10am – 10.25am
Lunchtime and Arrangements	12.25pm – 12.55pm Enter via Balcony, exit via Rainbow
Outdoor Area	Top yard
Badge Colour	Green

We will of course continue to expect the highest standards of behaviour from every student in the school. Our normal behaviour policy will be in operation (it can be seen on our school website at: <http://grahamschool.org/wp-content/uploads/2019/07/behaviour-policy.pdf>) and alongside it we will be following our COVID Code of Conduct. This will ensure everyone's health, safety and well-being. It is important that every student is familiar with this before the start of term.

COVID Code of Conduct

1. Follow your teacher's instructions every time and do so immediately;
2. Be hygienic – **'Catch it, Bin it, Kill it'** – Sneeze or cough into a tissue if possible, and then bin it immediately. If you cannot do this, cough into your elbow.
3. Make sure that you also wash your hands properly (for 20 seconds), and sanitise thoroughly throughout the day.
4. Avoid touching your face.
5. Keep your distance from others.
6. Behave in a calm, orderly and **SAFE** manner.
7. Follow the timings strictly – Failure to do so will lead to increased contact with others which **MUST** be avoided.



8. Use your own equipment – **DO NOT** borrow equipment from others.
9. Do not go out of bounds – you have to remain in your zone with your own year group.
10. **Get it right first time, every time; lives could depend on it!**

Frequently Asked Questions

1. How will I pay for my food?

Students will not be able to use the school machines to add money to their accounts as we only have two in school and they are not COVID secure. We ask, please, that parents use Parent Pay to ensure enough money is on student accounts. In the canteens students will simply give their name rather than touching a thumb reader (which is also not COVID secure). Free School Meals will operate as normal.

2. Do I have to wear uniform?

Yes. Full uniform must be worn to school in September. Please see our website for further information (<https://grahamschool.org/uniform/>). Currently, it is necessary to make an appointment at Rumours in Scarborough to arrange to buy uniform (Tel: 01723 501989)

3. What happens if I arrive late?

It is important that you do not arrive late. If it is unavoidable because of an urgent, emergency appointment then when you arrive at school you must go to the Attendance Office to sign in. You should then go straight to your zone and your lesson. You should not go to any other part of the school.

4. What about cleaning the school?

There will be cleaners in school during the day to clean the school. At the end of every day each zone will be thoroughly cleaned. Toilets and Changing Rooms will be cleaned regularly. All guidance from the government relating to cleaning will be followed.

5. Will I have all my lessons?

Yes, except perhaps for some practical aspects which we cannot fit in for everybody. Every subject will be on your timetable and your teachers will come to you in your zones to teach you. You may move around in order to use an ICT room or to do PE, for example, but you will not come into contact with other year groups.

6. What about my course at George Pindar School?

You will not be able to travel to George Pindar School. Instead you will complete work set by your teacher. We are also expecting to have some pre-recorded lessons for you to watch and perhaps some live lessons streamed from your teacher at George Pindar School.

7. Can I ride my bike?

Yes. When you arrive at school you will need to walk your bike to the bike shed before going to your zone. At the end of the day you will collect your bike and walk it off site. You may have to wait a little while to collect your bike as you will only be able to do this one at a time.

8. What about homework?

Homework will be set as normal. We will be using Google Classroom. In September we will be checking everyone's log in and also checking that everyone can access the internet from home.

9. How can Y8 and Y11 have lunch at the same time?

We will be setting up the hall as a second canteen so that we can have two separate lunch breaks happening at the same time.

10. What if someone is ill?

Anyone who is ill will be looked after by a first aider. If they have COVID symptoms they will be isolated and parents / carers will be asked to collect them. They will need to have a test. If a test were negative, they could return to school. If it were positive, they would need to remain isolated and we would work with the family and the local health authority to follow necessary guidelines.

Everything is clearly outlined in the government guidance at:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

11. Will there be seclusion and detentions?

Yes. These will operate in year group bubbles as and when necessary in line with our behaviour policy.

12. Can I go to Learning support or the Library at break?

Learning Support will be available at break and lunchtime, but it will be in year groups zones as follows:

- Y7: Table Tennis Viewing Room
- Y8: Learning Support 2
- Y9: Learning Support 1
- Y10: Learning Support 1
- Y11: Maths Intervention Room

The Library will not be available as we cannot mix year groups and it will need to be used for some lessons during the day. We are still trying to think of different ways to open up the library at different times.

13. What happens if there's a fire alarm?

If you hear the fire alarm you must evacuate the building and line up on the top play ground as usual. You must stand in your form and in your year group and wait quietly for further instructions.

Thank you for reading this important guide for September 2020. Hopefully, our 'Frequently Asked Questions' section has helped to answer your questions. It is possible that there may be further changes – we will, of course, keep in touch. Once school starts in September, we will remain in regular contact and keep you updated.