



BORDEN GRAMMAR SCHOOL

Borden Grammar School
Avenue of Remembrance
Sittingbourne
ME10 4DB

Dear Parents/ Carers

20 August 2020

School ReOpening Information – September 2020

As discussed in my summer newsletter Borden will be following the guidelines from central government which has carefully considered the Health and Safety of staff and students in order to ensure schools are fully open from September.

- Each year group will be organised into 'bubbles' - year group zones, in order to minimise contact between students and support all staff in their delivery of the curriculum.
- Students in Years 7, 8 and 9 will largely remain in the same teaching room, with the exception of PE/Games and some specialist lessons such as ICT.
- Students in Years 10, 11, 12 and 13 will largely remain in the same teaching areas, with the exception of some specialist lessons.
- Students must only enter (and leave the school site) using the allocated gates as detailed in the second table below. Members of staff will be stationed at these points to support and guide students.
- Where possible, students should walk or cycle to school. Students can store their bikes in the secure bike area behind the DT block. Students will need to provide their own bike lock; the school is not responsible for loss or damage.

If students have no alternative but to use public transport, they should follow the Government's Safer Travel Guidance: <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

The year group zones 'bubbles' will be organised as follows:

Year Group	Core Teaching Rooms
7	S1 – S4
8	S5 – S8
9	S9 – S12
10	H6 – H9 & Room 12
11	Room 4 – Room 7 & Room 1
12	Lab 1 – Lab 3 & Room 8 – Room 9
13	Lab 4 – Lab 7 & Room 12

Lockers will be available in each form room as normal.



Headteacher: Mr G Mulligan BA (Hons) MBA



Each year group bubble will enter the school grounds and buildings using their own designated entrance:

Year Group	Entrance to the site	Entrance to the school
7	Front pedestrian gate	S Block – Main Road Entrance
8	Delivery gate Spur Road	S Block – Pavilion Entrance
9	Delivery gate Spur Road	S Block – Pavilion Entrance & Stairs to S9 – S12
10	Front pedestrian gate	Door opposite the cage & Stairs to the H Block
11	East pedestrian gate	East Door
12	East pedestrian gate	Room 8 & Room 9 door
13	Delivery gate Spur Road	Sixth Form Office door

The school building will start to be opened **from 8.20am**, therefore please do not drop your son/daughter off at school before this time.

Uniform

Students are required to wear full school uniform, including school appropriate footwear. If students need specific uniform all Borden uniform can now be purchased from Forster's School Outfitters, 17/19 East Street Sittingbourne ME10 4BQ telephone 01795 472947 or via their website www.forsterskent.co.uk. Details of the school uniform can be accessed at <https://www.bordengrammar.kent.sch.uk/index.php/pages/uniform>.

Students should attend school wearing their PE Kit on the days when they are timetabled to have PE or Games lessons as changing rooms will not be available to use at the start of term. During their first PE or Games lesson the PE department will discuss this in greater detail.

Equipment

All students must have the basic stationery with them every day this includes pens, pencils, rubber, sharpener, a small selection of coloured pencils, ruler, calculator, headphones (a pair from the local pound shop rather than Dr Beats or AirPods) and Mathematics equipment are needed every day. This is extremely important in order to minimise risk of sharing equipment.

Staggered Lunch and Break Times

In order to minimise contact between bubbles a maximum of three year groups at a time will have break and lunch.

During these periods dedicated outside space will be used for each year group where they will be able to eat their packed lunch or food bought from the canteen – please note that the canteen is a fully cashless system now and the DeVal (credit) machine for Squid cards has also been removed, therefore Squid cards should be credited online

Form rooms will not be used at break or lunch in order that extra cleaning can take place. As a result of this, lunch time will be reduced by 15 minutes to a 30 minute break. If there is particularly bad weather this will be reviewed on a daily basis, it is therefore important that students are dressed correctly for the weather expected. Students will be briefed on this during their first day back.

Hygiene & Cleaning

Enhanced cleaning of school and the site will take place during the day to ensure the health and safety of students and staff. Regular handwashing and the use of hand sanitiser will be

encouraged and monitored by staff. Hand sanitiser points have been installed throughout the school to support good hygiene. Students will need to wash their hands/or use the hand sanitiser stations situated throughout the school, before and after break, lunch times and before leaving school.

All students attending school must ensure good respiratory hygiene and use the 'catch it, bin it, kill it' approach when sneezing or coughing. Use a tissue or elbow to cough or sneeze and use bins provided for tissue waste. Bins will be provided in all areas and emptied every day. Ventilation in classrooms will be encouraged with doors and windows open.

Suspected Coronavirus (Covid-19) Cases in School

The guidance is very clear on this – and consistent with what we already have in place for suspected cases of Coronavirus in school. We already have the facilities, procedures and appropriate PPE in place for this.

In the event that we have any confirmed cases we will be directed by the local Health Authority; liaising with regard to any subsequent lockdown, 'test, track and trace' and appropriate cleaning and hygiene measures to take.

Any student who displays symptoms of Coronavirus, or is living in a household with someone else displaying symptoms, must **not** come to school. Government guidance on self-isolation and testing should be followed, noting that testing is now available to anyone aged 5 years or older displaying symptoms:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

The First Aid trained staff will be on site every day and will continue to treat injuries and support students who are unwell. Full PPE is available should they need to treat a student displaying symptoms or who is unwell.

Behaviour

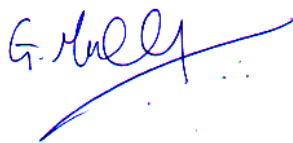
The expectation is that all students follow and maintain excellent behaviour in and around school in order to ensure that full return in September is as successful as possible. In addition to these expectations as detailed in the schools behaviour policy

https://www.bordengrammar.kent.sch.uk/images/Behaviour_Policy_04-2018_exp2021.pdf it is imperative that all students understand the importance of the enhanced hygiene issues as discussed with their teachers and highlighted here.

Finally ...

We are all looking forward to welcoming everyone back to Borden in September and can assure you that the provisions outlined for return in September will be under constant review by the school, and will continue to meet the Government guidance to ensure the health and safety of the whole Borden community.

Kind regards



Mr Garry Mulligan
Headteacher