



## **The Re-Opening of St Edward's in September 2020**

Precautionary measures and routines for school life in September will be based on a number of important principles:

- The wellbeing, health and safety of all members of the Teddies community is our highest priority.
- All protocols will be based on the latest advice and guidance from government, and from bodies such as the Boarding Schools' Association, whose Covid-Safe Charter we have adopted.
- Our plans for the re-opening of St Edward's have been thoroughly risk-assessed. Appropriate training will be given to all members of the community to ensure that best-practice is followed at all times.
- We have a strong set of Core Community Values and the emphasis within these that we are a supportive community will be an important part of day-to-day school life.

### **Overview**

1. The assumption is that all pupils will return in September and we expect all pupils to return if they are able to do so, recognising that individual circumstances might in exceptional circumstances make that difficult.
2. A group of overseas pupils from countries where quarantine restrictions apply arrived at Teddies yesterday to ensure that they have completed their quarantine period before term starts.
3. The staggered start of term timings are as follows:
  - Fifth Form and Upper Sixth - Tuesday 1<sup>st</sup> September from 6pm
  - Shells - Wednesday 2<sup>nd</sup> September from midday
  - New Fourth Form and Lower Sixth - Thursday 3<sup>rd</sup> September from midday
  - Returning Fourth Form and L6th - Thursday 3<sup>rd</sup> September from 6pm
4. Where parents have children due to arrive on different days we will be very flexible.
5. Unfortunately, parents will not be allowed into Boarding Houses when they drop their children off. HMs will therefore arrange to speak to new parents before the start of term.
6. All pupils will be trained on return in a variety of areas related to hygiene, social distancing and logistics so that they are well briefed on the behaviour expected of them. All pupils will be expected to abide by the new school rules.
7. Pupils will be expected to wash their hands frequently, wipe down their areas at the end of each lesson, and maintain social distancing across the campus.
8. The current plan is to make each boarding house into a household where strict social distancing will not be required. They will, however, be encouraged to be sensible in terms of their interactions.

9. Outside of the household, they will be required to observe social distancing guidelines around the campus with other pupils and staff. All pupils will also need to observe social distancing protocols with any members of staff who come into or live in the boarding houses.
10. Pupils will also be a member of their own family household. This will allow them to go home at weekends, Leave Weekends and Half Terms. All pupils will be expected to limit their interactions when they are at home and to comply with social distancing at all times.
11. Day pupils will be allowed to be part of their boarding household in the normal way, since both day and boarding pupils will be moving between their own family households and their school household.
12. A number of day parents have asked for their children to become temporary boarders. Where Houses have the space to accommodate this, we are happy to arrange this on a short-term basis. Please contact your HM if you wish to explore this possibility.
13. Pupils will not allowed to leave the campus except at weekends, Leave Weekends and Half Terms. This means that Summertown and Oxford city centre are out of bounds.
14. We strongly encourage all pupils to stay in School for the first weekend of term (Saturday 5<sup>th</sup> and Sunday 6<sup>th</sup> September) so this will in effect be a 'closed weekend'.

### **Academic**

15. Lessons will be taught in normal sets where possible. Pupils will, where possible, sit next to pupils from their house and be socially distanced from other pupils. At the end of each lesson each pupil will be expected to wipe down their area in readiness for the next pupil to sit at the space. Hand sanitizing points have been placed around the campus.
16. Thorough planning has been applied to classroom layouts and seating plans to ensure compliance with all distancing and protective measures.
17. There will be a new, 10-minute period between lessons to ease the flow of traffic around the campus and allow pupils to wipe their desk.
18. Each building on the school site will, where possible, have access and exit separated. Appropriate staggering will be in place to mitigate interaction at pinch points of time and location. Signage and floor markings will be present to guide and, in general, there will be a 'keep left' policy.

### **Co-Curricular**

19. A full co-curricular activities programme will be provided, including sports, drama, music, dance and societies. Each activity will abide by government guidance, alongside any from relevant national governing bodies.
20. Events for the term will be contained in the calendar that will be published electronically before term begins. All events will remain under constant review, and communicated via E-News for the following week. Sports fixtures and external trips outside of school will not go ahead until deemed it appropriate to do so, and all societies that have external speakers will be held remotely.
21. Sports will take place in line with government guidance and national governing body advice. Depending on the year group, the following sports will be offered up until Half Term:

- For girls: hockey, badminton, squash, swimming, rowing, sailing, and health and fitness
  - For boys: cricket, rowing, athletics, tennis, sailing and swimming
22. Unfortunately, for the time being, Saturday afternoon sport and inter-house matches will be 'closed' events – and so not open to spectators.
  23. Term dates have been left unchanged for the coming term. However, please note that there will be no Steeplechase on the afternoon of Thursday 24<sup>th</sup> September. There will be staggered departure timings for each year group on that day and timings will be communicated in due course.
  24. Please also note that there will be staggered departure timings for the end of term, so that pupils will be allowed to leave from 5pm on Friday the 4<sup>th</sup> December. Term will end officially at 10am on Saturday 5<sup>th</sup> December, and all pupils should have departed from the campus after this time.
  25. We will be working with guardians and families to ensure that all overseas pupils can be suitably accommodated for Leave Weekends and Half Term.

### **Routines**

26. Catering: an additional marquee has been installed on the Quad to allow pupils and staff to ensure social distancing is maintained during mealtimes. There will be several sittings per meal time, where pupils will eat, within their households, at set times each day. Some meals such as breakfast and tea will be eaten in house.
27. Visitors will be allowed on to the site for appropriate reasons but will be restricted to certain areas and certain times, and every visitor must observe social distancing rules whilst on-site.
28. All regular large-scale events such as Assembly, Chapel, concerts and plays will go ahead online.
29. Face coverings - we will continue to monitor guidance around face coverings, and all pupils should arrive with a minimum of 6 washable face-masks in a plain colour. It is possible that we will ask pupils to wear masks whilst moving around the campus and between lessons. Pupils and staff may wear masks at any time if this is their preference. Staff may also choose to wear a visor and, depending on their personal circumstances, may ask pupils to wear masks in lessons.
30. Health Centre provision - there will continue to be 24-hour Health Centre care for pupils during the term. Pupils will be triaged using an online system, and then seen on a one-to-one basis should the need arise.

### **Suspected Covid-19 Cases**

31. Our approach to testing will follow all PHE (or their replacement agency) and NHS guidelines. If a pupil has symptoms they will be tested and moved to the isolation area in the Old San. Their immediate contacts will isolate within their house until the result of that test is known. While we will not be installing blanket temperature testing, each pupil's health will be monitored carefully and they will be instructed to share any signs of illness with us immediately.
32. Pupils asked to self-isolate will be supported as far as possible with online learning until they are able to return to School.
33. Door tags and security - to minimise touching of keypads, all pupils will be issued with an electronic card at the start of term which will give access to doors normally on a keypad. For lost cards, the first replacement will be free of charge – thereafter, a £5 fee will be applied to the school bill.

## **The Teddies Coach**

34. The Teddies Coach will continue to run back to School on Sundays (Mondays after some Leave Weekends) from South Kensington in London via Beaconsfield Services and will be run in line with all government guidelines. Seating plans will be in operation to ensure appropriate distancing and it is therefore essential that all bookings are made on the Thursday before the weekend in question. As usual, outbound coaches will run the same route in reverse at Leave Weekends and Half Terms on Thursday 24th September, Friday 16th October and Thursday 12th November. Booking details for inbound and outbound coaches will be sent to existing users and new families before the start of term.

## **Equipment**

35. The normal way of working throughout the academic day will be to use personal laptops within classrooms. Minimal use of paper, folders and other additional materials will take place, as work will be predominantly set and completed electronically. However, pupils should still bring with them an adequate supply of stationery and equipment to complete academic work.
36. Laptops – new parents were sent the recommended technical specification as part of the Joining Papers. Current parents who plan to upgrade their children’s laptop should consult the latest guidance [here](#). Given the increased reliance on online platforms, it is essential that pupils bring a robust, fully-functioning laptop back to School with them. They should also pay particular attention to charging their laptops ready for use each day.

## **School Uniform**

37. Pupils will be expected to wear normal school uniform in September. Our outfitter, Stevensons, reports good availability for appointments in the Summertown store up to the end of August, and is now open for walk-ins (though they still recommend appointments for new starters). Find out more at [www.stevensons.co.uk](http://www.stevensons.co.uk).
38. Clothing Exchange - We are working hard to open the Teddies Uniform Exchange in line with all guidelines. We very much hope to be able to bring you news of how to purchase second-hand uniform later this week. Two important points to note are that we will not be in a position to sell any school blazers at this time; and that you may like to get ahead by noting the sizes you require for various items as it will not be possible to try clothes on and sadly we will not be able to accept any returns.

**For ease of reference this document will be accessible from the home page of the school website – look for the big yellow information box and click Autumn Term Arrangements.**

18<sup>th</sup> August 2020