



Ysgol Gyfun Cwm Rhywni

Cynllun ail agor y ddau safle /
Plan to re-open both sites



Dear Parent/Guardian and Pupils,

I would like to start by thanking all parents for their patience and continued support during these unprecedented times. I fully appreciate the challenge that balancing your child's home learning along with your own work commitments can pose, whilst also ensuring the safety and wellbeing of your family. I would also like to thank all of our pupils for the way in which they have responded since the school was closed. They have reacted with a great deal of maturity and have proven to be excellent ambassadors during these difficult times. I know that many have showed extraordinary dedication in completing their tasks at home, regularly liaising with their teachers through the school's online learning platform, whilst also ensuring their own wellbeing and the wellbeing of their family and friends. Under these circumstances, our collective values as a school community, including maturity, care and compassion along with perseverance and dedication remain crucial to us all and this will certainly remain true over the next few weeks and months.

I can now confirm that following the Education Minister's announcement on the 3rd of June, the school is currently working on the necessary plans for all pupils to return for a series of 'check in, catch up and prepare' sessions prior to the Summer holidays. As a school, we are eagerly awaiting the opportunity of welcoming our pupils back and would certainly agree that this will provide us with the opportunity to ensure their wellbeing and support them with their learning.

There are still many details that need re-affirming and we are presently working diligently to iron-out a wide range of logistical problems. We appreciate entirely the unique challenges that our re-opening plans will present to each individual family and we are trying to establish the most effective plans for parents, pupils and staff which place a strong emphasis on the safety of all. I am aware, however, that parents need advance warning of when different pupils are likely to be in school, along with an idea of the format of the day. The aim of this plan is therefore, to provide outline details of what school will 'look like' for all once we re-open.

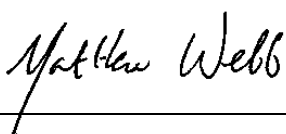
The 'check in, catch up and prepare' sessions will commence, for some pupils, on the 29th of June and will involve each year group attending school on a certain day of the week as set out on the following page. **(Weekly Timetable for 'Check in, catch up and prepare' sessions)** This will allow us to support the pupils, in person, with regards to their wellbeing and online learning. The school week will look very different with different groups of pupils attending on different days, whilst continuing with their home learning on other days. Sessions will only last for a few hours up until lunchtime in order for us to plan a staggered start and finish to the day whilst enabling us to thoroughly clean each site before the next group of pupils arrive the following day.

School life will certainly look and feel very differently and there is an expectation that this may continue into the Autumn term. During these sessions, strict hygiene procedures will be in place, involving regular hand washing, along with social distancing measures and other health and safety precautions. Please see below for further details of these. **(Health and Safety Measures for Pupils and Parents)** We are in the process of filming videos, showing what each site will look like, in light of these measures, and hope to share these with parents and pupils next week.

If you decide not to send your child to school, we will of course continue to set work through the school's distance learning provision. We totally respect your decision in relation to this matter and will ensure that we work alongside parents in establishing the most effective arrangements for individual families.

The school's HUB childcare provision for key workers' children will continue for those already registered. Please note that due to the extended hours of this provision and to allow us to continue to organise the wide range of activities and visits from external providers, this provision will remain on the Gellihaf site, but continue to be open for eligible pupils from both sites. All new applications for this provision must be made through the Local Authority's website. We kindly request that, where possible, parents request the exact dates childcare is required as far in advance as possible in order for us to ensure adequate staffing arrangements.

I would like to thank you all for your patience and support once again during this time, and also to reassure you that I, along with the governing body, place the safety and wellbeing of all pupils and staff at the heart of all decision making. In the meantime, please stay safe, encourage your child to continue with their home learning, and do not hesitate to contact the school should you require any further advice.



Mr Matthew Webb (Headteacher, Ysgol Gyfun Cwm Rhymni)

Rationale

This plan sets out the details for re-opening both sites of Ysgol Gyfun Cwm Rhymni from June the 29th. The plan has been produced based on the current available guidance and advice from Welsh Government, Local Authority and has been written following a Health and Safety visit of both sites. Particular attention has been paid to the latest Welsh Government's guidance, dated 10th of June 2020, with regards to what these 'check in, catch up and prepare sessions' should look like in schools. I can confirm that the provision offered by Ysgol Gyfun Cwm Rhymni will be in line with these expectations.

Since the closure of all schools in Wales on March 20th, Ysgol Gyfun Cwm Rhymni has been operating as a childcare HUB for the children of key workers. As such, we have been successfully implementing the health and safety guidance contained in this report for a number of weeks. This will be of great advantage to us in moving forward, and I would like to thank all staff involved, including those from the primary schools. The cluster has grown, and will continue to grow, from strength to strength as a result of this collaboration.

The re-opening of the school will involve a blend of distance learning along with 'check in, catch up and prepare sessions' which will operate on a certain morning of the week for each year group. Please note that this is likely to continue into the autumn term. Once it is safe for school staff to attend both sites and use school issued electronic devices, from the school premises, we will be trialling live video streaming of some lessons.

Weekly Timetable for 'Check in, catch up and prepare' sessions

Weekday	Year Group *
Monday	Year 7
Tuesday	Year 8
Wednesday	Year 9
Thursday	Year 10
Friday	Year 12

**Please note that the only exceptions for the above will be:*

1. *when parents have more than one sibling in the school. In these circumstances we kindly request that, where possible, all siblings attend on the same day as the eldest child, in order to reduce the possibility of cross-contamination. However, we fully appreciate that some siblings would prefer to come in with their own year groups and will accommodate this when possible.*

2. *where pupils have been classified as 'vulnerable.' In these circumstances a member of the additional learning needs department will be in touch to make arrangements.*

All pupils will be issued with a **4 hour time slot** to 'check in, catch up and prepare' on a given day of the week. The exact times of this will be sent to all pupils closer to the date, through your child's school email address. This slot is likely to be somewhere between the hours of 8:00 and 13:00 on their given day of the week. As stated above, to reduce congestion and ensure social distancing we ask that parents stick to their allocated 'drop off' and 'pick up times.' Due to social distancing measures the capacity of the school buses will be greatly reduced. We strongly advise that, where possible, parents make their own arrangements for transport to and from school.

In order for the school to ensure appropriate staffing and to ensure the health and safety of pupils and staff we kindly request that parents confirm whether or not that their child will be attending the session once they receive their allocated slot. – Further details will be sent to parents on how to do this.

For parents with children in year 11, we are looking at the possibility of organising contact time with the heads of departments for those subjects that they are interested in studying in the sixth form. We will be back in contact once we have finalised arrangements for this.

What we know so far...

- Reopening of schools will begin on 29th June 2020.
- The extension of the Summer Term by 1 week is proposed, along with a two week half term in October instead of 1 week. This is however to be confirmed.
- Up to 30% of pupils will be allowed in school at a time. This could increase over the coming months depending on medical and scientific advice.

- Each building is different and will be able to accommodate different amounts of children. Inevitably there will be different approaches across Wales but we have planned a consistent approach for both sites of Ysgol Gyfun Cwm Rhymni.
- Due to the success of the childcare HUB this will continue on the Gellihaf site for the children of key workers. All new applications must be made through the Local Authority's website.
- Home learning will continue through the school's online digital learning platform.
- It is expected to be a '**Check in, Catch Up and Prepare**' opportunity with a string emphasis on re-establishing pupils' oracy and their use of the Welsh language.
- Our plan is flexible and can adapt to increase 'in-person' teaching or increase online learning should the need arise.
- Welsh Government and Public Health Wales advice will be followed.
- A thorough Risk Assessment is in place which covers both sites.
- Initial parent survey undertaken and parent views and questions have been carefully considered.
- Cleaning and hygiene products along with social distancing materials have been purchased and the school is well stocked. Further materials are being provided by Caerphilly.
- Enhanced cleaning during the school day and following each morning session.
- Health and Safety checklist completed with Health and Safety Officer - Initial Risk Assessment completed and final Risk Assessment to be completed following guidance / pro forma from CCBC.
- We will aim to see each pupil between 3 and 4 times before the summer holidays, however we will need to be flexible in relation to this depending on individual children's needs and the logistics associated with inviting all pupils in a short space of time.
- Contact will be made with ALN children and possible Risk Assessments will be undertaken.

What is meant by a 'check in, catch up and prepare' session?

Contact time with pupils during the sessions will focus on:

- Well-being of pupils – care and concerns addressed. Support provided.
- Re-engaging with the use of the Welsh language through a series of enjoyable activities in the classroom and outside.
- Check in with pupils and home learning check-up.
- Digital advice – we will allow pupils to bring the device that they are using to complete their home learning to the sessions. This will allow us to tailor support for each individual. Obviously, these devices will have to be brought at pupils' own risk.
- Preparing for summer and new school year with the likelihood of some home learning continuing
- Physical fitness activity

Important Health and Safety Guidance for Pupils and Parents

- **Please do not send your child to school if they are ill, or they, or any other member of your household, are showing any symptoms, including a high temperature, loss of taste/smell or a dry continuous cough.**
- Where possible, please make your own arrangements for transport for your child to and from school. Due to social distancing measures the capacity of the school buses will be greatly reduced.
- Please do not arrange to share lifts with pupils from other households.
- Parents should only come to the school's reception if they have a pre-arranged meeting with a staff member. Please do not congregate in the car park. Pupils should be dropped off and we kindly ask that parents leave the school site immediately after.
- Staff members will ensure that pupils keep 2m apart as they approach the school and will guide them in the direction of their dedicated entrance to the school.
- In accordance with the latest guidance from Public Health Wales, it is not required that staff or pupils wear any face coverings. This will be down to personal preference.

- Please ensure that your child wears clean clothes each day and that they have washed their hands before leaving for school. Each child will be required to wash their hands/use hand sanitiser on arrival. Please feel free to bring your own.
- We do not require pupils to wear the school uniform and would ask that they wear clothes suitable for a wide range of activities, including a fitness and physical wellbeing session.
- To avoid pupils congregating around at the end of their sessions, please ensure that you, or another responsible adult, are on time punctually to collect your child at the end of the session.
- Please provide your child with a mid-morning snack and drink. Food should not be shared amongst pupils. (If you are eligible for free school meals, this service will continue to operate through a pre-arranged delivery via the Local Authority)
- Please ensure that your child has the correct equipment. No sharing or loaning of equipment will be allowed.
- Pupils should not congregate in the school. On arrival they should make their way directly to the classroom that they have been assigned which will be their base for the check-in sessions. Use of their lockers will not be permitted.
- During the check-in sessions there will be no unstructured time.
- All pupils will be required to keep 2m apart at all times. (We appreciate that this will be difficult and that it is human instinct to greet each other after not seeing someone for a prolonged period of time.)
- Classes and chairs are set out to ensure social distancing. Chairs should not be moved under any circumstances.
- Classes will operate in 'bubbles' with no more than 10 pupils in each class. To minimise the risk of cross-contamination 'bubbles' will not mix and movements will be logged and registered accurately to aid track and trace should this be deemed necessary.
- These 'bubbles' will be based upon pupil's registration groups and will help ensure that there are familiar faces in each bubble. Due to the logistical challenge involved in arranging these sessions, unfortunately we will not be able to accommodate requests for pupils to be part of their individual friendship groups. We will however, look as the possibility of planning for this from September. We appreciate your patience in respect of this.
- If a child / staff member within the bubble becomes symptomatic and tests positive – the whole bubble will need to isolate for 14 days.
- The use of the toilets will be strictly on the basis of a one in and one out policy. Hygiene and social distancing will also be strictly adhered to in these areas.
- We are presently working on producing videos of each of the school sites, which will demonstrate how both sites will look and how health and safety will be managed to minimise all risks. We will be back in contact once these videos are ready.