Tauheedul Boys

04 March 2021

Dear Parent/Guardian, Assalaamu Alaikum (Peace Be Upon You)

Further to my letter on Tuesday 2nd March 2021, I am writing to provide more guidance on your child's return to school.

Return to School

On **Monday 8th March**, all pupils in Year 10 and Year 11will return to school. All pupils in Year 7, 8 and 9 will continue with online lessons. On **Tuesday 9th March**, Year 7, 8 and 9 will also return to school.

COVID-19 Testing in School

Thank you to all parents who have replied to request COVID-19 rapid tests for your child.

We will be testing all participating pupils three times over the next two weeks. The Government has said that the first test has to be taken before pupils can return to school. As a result:

- The first test will be today. If you have requested a test for your child, you will have received an appointment time for Thursday afternoon to test your child. Your child will need to attend school for 15 minutes at the agreed time.
- The second test will be on Monday 8th March 2021. The third test will be on Thursday 11th March 2021.

After this round of three tests, pupils will be provided with two rapid tests to use each week at home.

Rules & Expectations

Please read the guidance on the next few pages and encourage your child to follow all of the expectations of them. We will share more information with your child when they return to school.

In particular, we need your child to follow each of the rules outlined below (for all pupils):

1. Only attend school if you and all members of your household do not have Covid-19 symptoms.
2. Wear a face covering **in the classroom**, when moving around school and if using the bus.
3. Arrive to school and leave to go home at the designated time and using the designated entrance and exit points for each year group bubble. Do not congregate in school.
4. Use a sanitiser to disinfect hands on entering and leaving school and each lesson during the day. Wash hands with soap regularly during the day. Ensure that you sanitise your seat and work station at the start of each lesson.
5. Stick to your bubble and home base at all times. Movement to and from specialist teaching spaces is supervised at all times.
6. Avoid physical contact at all times. Maintain as much distance from others as possible.
7. In the classroom, do not move the table or chair. Avoid touching displays and other surfaces.
8. At break and lunchtimes, go outside (if weather is good) or designated venue (if weather is poor).
9. Do not share belongings (stationery, food etc) with others.
10. Use your designated toilets only. Only enter the toilets if there is a free cubicle.

We really appreciate your support with this. If you have any concerns or queries, or need support in any way, please contact the school.

Yours sincerely,

Majid Ditta
Principal

Guidance for Parents and Pupils

What should I do if my child (or someone in our household) has symptoms?

Please read our guide on what to do if your child, or someone in the household, is affected by COVID-19. This is available here.

If your child (or anyone in their household) develops the symptoms of COVID-19, please:

- Keep them at home to isolate with the rest of the household (including all siblings). If they develop symptoms (or test positive) at school, we will keep them away from others and ask you to take them home.
- Book a test immediately.
- Inform the school that your child has symptoms and email the outcome of the test result to us so that we can keep the whole school community safe.

What should I do if my child is sent home (due to close contact with someone with COVID-19)?

If your child is sent home because they are a close contact, please ensure that:

- They do not leave the home at all for 10 days from the last possible close contact.
- You inform the school and get them tested if they develop symptoms during their isolation.
- They participate in all of their lessons online, starting at 8am each morning. If your child needs to borrow a laptop for this purpose, please let the school know.

Please also note that:

- If your child is sent home to isolate due to a possible close contact, siblings can still attend school.
- We are unable to provide refunds for the bus service and other activities missed due to isolation.

How should my child access online learning if they are isolating?

If your child is isolating at home, they should access their learning online using MS Teams (as they have been trained). Please remind your child of the following etiquettes when learning online:

- Be organised and ready.
- Have your laptop charged and Wi-Fi, learning packs, quiet space and working microphone ready.
- Get dressed and be ready on time at 8am. Attend form time, assembly and all lessons.
- Avoid interrupting the teacher. Use 'hand'/chat.
- Be patient. The teacher is delivering to pupils in front of them at the same time.
- Only put things on the chat that you would want your teacher to read. Be polite, just like in person.
- Answer Qs verbally. It is quicker and helps the teacher to check your progress.
- Make amazing notes. You will need them to revise.
- If you need full topic packs, we can get these ready to collect (or send home if everyone is isolating).

Arrival and Leaving

There are special arrangements to ensure that all pupils arrive and leave as safely as possible.

- To reduce crowding, pupils will arrive and leave at staggered timings and using different entrances.

Year	Arrival	Leaving (if no intervention)	Entrance/Exit
7	Between 7.50am and 8.00am	2.50pm (11.40am on Friday)	Café Entrance
8	Between 7.50am and 8.00am	2.55pm (11.45am on Friday)	Staircase 2
9	Between 7.50am and 8.00am	2.55pm (11.45am on Friday)	Staircase 1
10	Between 7.40am and 7.50am	3.00pm (11.50pm on Friday)	Staircase 2
11	Between 7.40am and 7.50am	3.00pm (11.50pm on Friday)	Staircase 1

- ***Highlighted timings above will only be applicable until Friday 26th March 2021 to accommodate for Friday prayers. Revised timings will be communicated for the start of the Summer Term w/c 22nd March 2021.***
- Siblings should arrive and leave at the designated time for the elder sibling.
- Once pupils arrive, they should report immediately to their designated registration venue. Pupils must not congregate in corridors, the playground or the refectory.
- Unless your child has a medical need or other vulnerability, parents should avoid coming to the school reception. If you need to do this, please drop off your child after 8.05am or collect them after 3.10pm. If this service is required, please contact the school main office to discuss further.

Uniform & Equipment

All pupils are expected to wear **the full uniform**. Stevenson's have the full range of uniform including the PE KIT. All TIBHS uniform is available and in stock.

- Shoes must be plain, black, traditional in style and have a flat sole.
- Pupils who have PE on that day will be allowed to wear their PE kit with a Jubba.
- Pupils should only bring the necessary books and stationery for each school day.
- Pupils must not share stationery or equipment with others.

Face Coverings

Unless they have a medical exemption, all pupils are expected to wear a face covering.

- Pupils are expected to wear a face covering:
  - When arriving or leaving school.
  - In the classroom during lessons (except PE lessons).
  - When moving around school.
- When putting on the face covering, pupils should:
  - Cover the nose and mouth and secure the covering below the chin.
  - Sanitise their hands afterwards.
- When putting on or removing their face covering, pupils should use the side, avoiding the front of the covering.

Hygiene

All pupils should maintain the best of hygiene at all times.

- Pupils must sanitise their hands at the start and end to all lessons.
- Pupils should wash hands with soap regularly during the day, particularly before and after eating and after sneezing, coughing or using the toilet.
- All surfaces in classrooms, toilets and dining areas will be disinfected regularly throughout the day. Specialist classrooms will be disinfected between each use.

Buses

There are special arrangements for the school bus service.

- The school buses will run three times each day:

- In the morning, to allow pupils to arrive at school for around 7.50am.
- At 3pm, to allow pupils to travel home.
- At 3.45pm (1.45pm on Fridays) to allow pupils with intervention to go home (from WC 15 March).

- Pupils using the bus service must wear a face covering.
- In each bus, pupils should sit with their respective year group (as outlined below):

Year Group	Location on Bus
7	Lower Deck, Front
8	Upper Deck, Front
9	Upper Deck, Middle

Year Group	Location on Bus
10	Upper Deck, Back
11	Lower Deck, Back

- Pupils should make a note of who they are sat next to on the bus.
- All pupils should use the hand sanitiser provided upon boarding and disembarking the bus.

Learning & Rooming

Pupils will follow their normal timetable in their usual groups with the specialist teacher for each subject.

- Pupils from the same year group will stay in one area of the school for all lessons. This is called their 'home base'. However, they may use specialist rooms for some subjects such as Science, Art and IT.

Year Group	Homebase Area
7	Science
8	Humanities
9	Humanities/Science

Year Group	Homebase Area
10	Languages/English
11	Maths/English

- All lessons, including form time, will be in rooms within the home base. If a specialist room (e.g. IT room) needs to be used for the lesson, the teacher will escort pupils to the room.
- Pupils must sit in their designated place at all times. Desks and chairs must not be moved.
- Pupils should not touch displays or other surfaces unnecessarily.

Toilets

Each year group has an allocated set of toilets.

- At all times, including break and lunchtimes, pupils should use their designated set of toilets:

Year	Bubble Rooms	Toilets
7	ST4, ST5, S4, S5, S6	Café sinks (x2), Disabled toilets (next to Studio), Disabled Toilets (Next to Café) changing room 1 and 2.
8	H3, ST2, S1, S2, S3	Ablution 2 Level 2 Staircase 2 toilets
9	S7, T8, T9, H4, ST1, ST3	Ground floor 1 toilets Ablution 1 Level 2 Staircase 1 toilet
10	H1, H2, L1, L2, L3, L4, E1	Ablution 2 Level 1 Staircase 2 toilets
11	M5, M4, M3, M2, M1, E5, E4	Ground floor 1 toilets Ablution 1 Level 1 Staircase 1 toilets

Break and Lunch Time

To avoid year groups mixing, and minimise crowding, break and lunch times have special arrangements.

- There will be staggered timings for break and lunch times, as outlined below.

Year	Break time	Lunch time	Locations
7	9.05am till 9.20am (9.20am till 9.35am on Fridays)	11.25am till 12.05pm	Refectory and KS4 Playground (Benches)
8		12.05pm till 12.40pm	Refectory and KS4 Playground (Cricket Nets)
9	9.05am till 9.20am (9.20am till 9.35am on Fridays)	11.25am till 12.05pm	KS3 playground & Refectory
10	10.05am till 10.20am (10.15am till 10.30am on Fridays)	12.25pm till 1.05pm	Refectory & opposite cricket nets.
11	10.05am till 10.20am (10.15am till 10.30am on Fridays)	12.25pm till 1.05pm	KS3 playground & Refectory

- Pupils will be asked to wash hands with soap before and after eating.
- Pupils can purchase a daily snack for 50p and will be served in their year group bubble spaces. No pupils are permitted to use the Refectory at break time.
- Other than visiting the toilets, pupils are not permitted to be in the building during break time.

Attendance to School

Please find below the term dates for the remainder of the year.

- The Government has said that all pupils are expected to be in school unless the pupil has been recently designated as Clinically Extremely Vulnerable (CEV).
- It is understandable that some parents and pupils, particularly with clinically extremely vulnerable family members in their household, may be anxious about the return to school.
- If you have any concerns, please contact the school so that we can share with you all of the measures we are taking to ensure school is safe.
- It is really important that pupils attend school fully. Each year, pupils with the worst attendance make less progress and achieve lower grades in their studies.
- In line with Government guidance, the school will insist that pupils attend school fully, mark absences as unauthorised unless there is a statutory reason and ask the Education Welfare Officer from the Local Authority to visit homes for pupils with poor attendance.
- As you know, the school is not allowed to authorise any trips abroad during term time, particularly during this challenging time. Thank you for your support with this.

SPRING TERM 2021

Return to school	Monday 8th March (Y10-11) and Tuesday 9th March (Y7-9)
Closure after school on	Friday 26th March 2021
Easter Holiday	Monday 29th March – Friday 9th April 2021

SUMMER TERM 2021

Re-open on	Monday 12th April 2021
May Day Closure	Monday 3rd May 2021
'Eid ul Fitr 1442 * holiday	Thursday 13th May and Friday 14th May 2021 *
Mid Term Closure	Monday 31st May - Friday 4th June 2021
Closure after school on	Friday 16th July 2021

* Please note that Eid holidays may be revised slightly depending upon sighting of the moon.