

10<sup>th</sup> September 2020

Dear Families,

### **Re: Masks/Face Coverings and Staggered Times**

Thank you for all your support over the last week and sending us so many lovely messages. We are very pleased that you are happy with what we have done to keep our community safe so far and we will endeavour to continue to work hard to ensure that school can remain open. We really appreciate your feedback!

As you may be aware, there was an announcement on Tuesday evening from the Government that from Monday, we need to follow the 'Rule of Six' where only 6 people from 2 households will be able to meet indoors or outdoors. In addition to this, the number of positive cases has risen sharply nationally over the last week and for those of you who have Twitter, you may have seen that #Telford was trending because people have not been able to get themselves tested and were being told to go to places as far as Aberdeenshire to have one.

We have decided that with this information, it is vital to update our procedures and practices in school to ensure that we can remain open. Students have returned to school with such a fantastic attitude and doing so well that it would be a real shame if were to have to partially close or close entirely.

#### [Masks/Face Coverings/Visors from Monday 14<sup>th</sup> September](#)

We have decided that from **Monday 14<sup>th</sup> September 2020, appropriate masks/face coverings/visors will be mandatory in the school buildings, except during lessons.** This is because we want to further mitigate risk in areas where students and staff will pass each other, such as lesson changeover, where they may be in close proximity to those not in their bubble, albeit very briefly.

Government guidance currently states that wearing masks indoors is something schools should do if we are in an area of national government intervention e.g. local lockdown, but at Burton Borough School, we want to be proactive and stop any of our students or staff potentially transmitting or catching the virus if it is present.

**Students and staff will continue to be able to wear masks/face coverings in lessons should they wish.**

We would be grateful if you could speak to your child **and if they have a mask already, to wear it from tomorrow.** The weekend has been given before it is mandatory so that any students without masks have time to purchase them (reusable or disposable). **Those who are exempt (e.g. SEND or medical reasons) will be given a card so that they can present it if a member of staff asks them to put a mask on.**

We would be grateful if you could speak to your child and remind them that wearing a face covering/mask alone is not enough to stop the virus from spreading. **Good hygiene and regular hand washing will also be required.** As a school, we will also go through this with all students during tutor time and keep reminding students to sanitise their hands throughout the day.

#### [Staggered Times from Monday 14<sup>th</sup> September 2020](#)

After carrying this new system out for a week and successfully checking the students' temperatures in the morning, we are now in a position to streamline the process and reduce the times between each year group. The new arrival and leaving times are as follows:

*Continued*

### Year 7

Arrival: 8:30am (in tutor rooms by 8:50am)

Leaving: 3:15pm

### Year 8

Arrival: 8:40am (in tutor rooms by 8:50am)

Leaving: 3:17pm

### Year 9:

Arrival: 8:45am (in tutor rooms by 8:50am)

Leaving: 3:19pm

### Year 10:

Arrival: 8:50am (in tutor rooms by 9am)

Leaving: 3:21pm

### Year 11:

Arrival: 8:55am (in tutor rooms by 9am)

Leaving: 3:23pm

Students are now familiar with the processes of temperature checks in the morning and leaving site immediately at the end of the school day which will allow for students to arrive/leave much faster.

### Equipment

Teachers have reported that there are still some students who do not possess the equipment required for lessons. We would be grateful if you could check that your child has the following and purchase any items that may be missing over the weekend as we are unable to lend any items during the pandemic:

- Pencil Case
- Eraser
- Black Pen, Red Pen and Green Pen
- Ruler, compass and protractor
- Reading book
- Calculator
- Pencils
- Colouring Pencils
- Pencil Sharpener
- Glue Stick

It is vital that all students have every item on the equipment list as not having the items will inhibit learning. Please check your child's equipment regularly with them and replace any items they may have misplaced/lost.

Thank you for your understanding of the changes we are making as we adapt our reopening plan and monitor what is happening nationally and locally with COVID-19.

Yours sincerely,



Krissi Carter  
Principal

