

Dear Parent or Carer,

I am writing to offer a warm welcome back to Quorn Hall School and to provide you with some general information about the procedures we have introduced in light of the new situation we are all facing in terms of national lockdown. I know that this is a very difficult time for everyone, and we really appreciate your continued support in terms of enabling your children to access education, whether that be onsite education or via our remote learning and therapeutic packages.

The onsite procedures that have been introduced have been made with consideration of the needs of the young people we work with whilst trying to minimise the risk of spread of infection. Some new procedures that children will not have undertaken before include:

1) Temperature checking on arrival

All students and staff will have their temperature taken on arrival and recorded. If their temperature is within normal parameters they will enter school as usual. If their temperature is high they will retest again five minutes later. If it is still high we will retest again ten minutes after the initial test. If it is still high then staff will be sent home and advised to complete a symptomatic test. If a student's temperature is high then we will contact you and ask you to collect them from school as soon as possible. You can then either arrange a test either at a symptomatic testing centre or we will issue you with a postal test. Whilst your child is waiting to be collected they will either be supervised by a member of staff outside (weather permitting) or in the medical room. They can only return to school following the recommended isolation period or following a negative test result.

2) Asymptomatic testing

We have implemented a testing centre at Quorn Hall following government guidance and ten of our staff have undertaken the training. All staff who will be working on the school site have been tested in advance of Monday. If you have not returned your consent and would like your child to be tested then please can you do so? We will be conducting the first round of testing for children on Monday and then repeating the test within the five day timescale on Thursday. Any one that tests positive (student or staff) will be asked to follow the same procedure as if they have a high temperature (see above). That is either leave the site (staff) or be collected (student) to undertake further testing. Please see the video, [link available here](#), that illustrates the testing process and centre.

3) In some cases classes have been amalgamated

These classes have been spoken to already so will be aware of this change.

4) Limiting of mixing of classes

Students will be encouraged to remain within their class groups to minimise mixing of bubbles and risk of spread of infection. This does affect how they take their lunch and break times.

5) Staggered lunches and breakfast/break times in classrooms

All lower school breaks and lunches will be taken in their classroom area or chequerboard and benches (weather permitting).

All upper school breaks will be in their classroom or outside on the basketball court area (weather permitting).

Breaks Year 11 - 10.00-10.15

Year 10 and 9 - 10.20-10.35

Year 7 and 8 - 10.40 - 10.55

Lower - 10.10 - 10.25 (in lower/chequerboard and benches)

Dinner Year 11 - 11.30 - 12.00

Year 10 and 9 - 12.00 - 12.30

Year 7 and 8 - 12.30 - 1.00

Lower - 11.45 - 12.15 (in lower/chequerboard and benches)

6) Positive behaviour management and self regulation strategies

We are really looking forward to working with students again (both on site and remotely) and we hope that all of our students continue to be able to access face to face learning. We understand that many of our students find self regulation difficult due to their complex special educational needs. This can often manifest itself in presenting behaviours that can be unsafe, particularly in relation to the transmission of coronavirus. We have updated all of the young people's risk assessments in light of new legislation relating to COVID19 and these reflect the strategies that we will use to minimise presenting behaviours that increase the risk of transmission of the virus. Should we find that these strategies need to be reviewed we will work with you, your child and any other professionals that can better inform strategies that we can use and adjust the risk assessment accordingly. However, if following this review of the risk assessment your child is unable to utilise strategies and follow staff instructions to keep themselves and others safe in relation to the spread of coronavirus, then we may implement our online and remote learning/therapeutic package for your child.

For those students accessing our remote learning and therapeutic packages all lessons as per their timetable will be available via google classroom along with the resources that support

these. Virtual therapy sessions have been organised by their individual therapists and they will liaise with you directly surrounding these.

I appreciate that this is a lot of information to process, and again I apologise that I have not been able to communicate this further in advance of Monday. This is because we have been working diligently to process and implement the training and guidance we have received from the government to ensure that our school is ready for onsite education. Can I please ask that you talk through the information in this letter with your child, so that they have some knowledge of the changes they will encounter on Monday? In this way we can hope to reduce their anxieties and manage their expectations. On a positive note I would like to take this opportunity to thank all of the staff for their continued efforts throughout this week and over the holidays to prepare the school and resources for our blended learning approach. I am humbled by their resilience and positivity. I would also like to assure parents and carers that we will continue to work incredibly hard to provide the outstanding educational provision that your children deserve. I look forward to working with all of you,

Your sincerely,

Antonia Jackson