



2 September 2020

Dear parents and carers

We are very much looking forward to welcoming all students back to school and teaching the full curriculum. We have been working hard to make sure the school is ready and as safe as it possibly can be.

### **Year Group Zones**

The school has been divided into six zones one for each of Year 7 to Year 11 and one for the Sixth Form. Each zone has 6 or 7 classrooms and washrooms which will be used exclusively for each year group. A total of 105 wall mounted sanitiser stations have been installed including in every classroom and just outside laboratories and practical spaces, so that students can sanitise their hands whenever they arrive at a new lesson. Each Year Group Zone has clearly labelled entrances, exits and corridors. We have given careful thought as to how students move between lessons and this information will be communicated to students by their Year Leader. Year groups have distinct social and dining spaces which prevent mixing between year group bubbles. Year Leaders and senior staff will supervise movement between lessons within each zone.

Teachers will book practical spaces for certain lessons which may include Food Technology, ICT, Science and Design Technology. Practical spaces will be cleaned in between each lesson.

**The first day of term for Year 7 and Sixth Form students is Thursday 3 September. On arrival Year 7 students will be directed to the Sports Hall and Sixth Form students to the Sixth Form centre.**

**The first day of term for Year 8 to Year 11 students is Friday 4 September. On arrival students will be directed to their tutor room in their Year Group zone:**

Year 8	Main block Tangerine zone	B8A – Room 34
		H8A – Room 158
		H8B – Room 239
		J8A – Room 236
		J8B – Room 35
		M8A – Room 238

Year 9	Science block Blue zone	B9A – Room 17
		B9B – Room 15
		H9A – Room M1
		J9A – Room M2
		M9A – Room 18
		M9B – Room 14

Year 10	Humanities block Green zone	B10A – Room HU1
		H10A – Room HU2
		H10B – Room HU3
		J10A – Room HU6
		J10B – Room HU5
		M10A – Room HU4

Year 11	Maths block Yellow zone	B11A – Room 9
		B11B – Room 106
		H11A – Room 102
		H11B – Room 103
		J11A – Room 108
		M11A – Room 7

## **Masks and face coverings**

As students from different year groups will not be mixing in communal areas, we are not currently requiring students or staff to wear masks in any areas of the school. However, we respect the right of any student or member of staff who chooses to wear a mask or face covering in any part of the school. If infection rates rise nationally or locally or government advice changes about the wearing of masks in school, we will review this and make any necessary changes

Students who come to school by bus will be required to wear a mask whilst on the bus and will be required to sit in their year group zone on the bus unless they are exempt from wearing masks in enclosed public areas.

## **PE and Dance lessons**

On days when students have PE or Dance, they should come to school wearing their PE or Dance uniform, so that students do not need to get changed in crowded changing rooms. They can wear blue tracksuit bottoms and school fleeces or jumpers over their PE/Dance uniform in order to stay warm. Students will have the majority of their PE lessons outside on the tennis courts, the astroturf pitch or on the field.

## **What should students bring to school?**

In order to minimise the amount of shared equipment between students we are asking that all students come to school each day with the following equipment:

- At least two good quality blue or black pens
- At least two sharp pencils
- An eraser
- A 30cm ruler
- A scientific calculator
- A green pen for marking their work
- A glue stick for sticking work into their books
- Exercise books and text books for the day **(students will not need to bring any of these books on their first day)**
- A large pencil case to put their equipment in
- A mini whiteboard and marker pen which will be given out by form tutors at the start of term

In addition, it would save students time in queuing up to use a sanitiser stations if students brought a small bottle of hand sanitiser into school. We are asking students not to use lockers so that there is no unnecessary mixing of year groups, instead we are asking them to bring their books and equipment for the day and take them home again at the end of the day.

## **Hygiene**

We will of course be emphasising with students the importance of safety and hygiene measures including:

- Washing their hands regularly and thoroughly for at least 20 seconds
- Sanitising their hands each time they arrive in a new classroom
- Coughing or sneezing into a tissue and immediately disposing of the tissue in the bin

- Avoiding physical contact with other students and doing the best they can to remain at least one metre away from other students
- Remaining in their 'year group bubble' and not mixing with students from other year groups

It would be most helpful if parents could also stress the importance of adhering to these safety measures to their children to help us make our school as safe as possible for everyone.

If a student becomes unwell during the school day with symptoms of COVID 19, we will follow the latest advice from the government and Public Health England. We will ensure the student is isolated until parents arrive to collect the student and that parents arrange a test for COVID 19 as soon as possible. If there is a confirmed case or cases we will immediately contact Public Health England with full details and follow their advice. It is possible that in this case we may be advised to ask a year group to work from home. If that occurs our intention is to continue to deliver live lessons via Microsoft Teams and set follow up activities via epraise, so that students do not miss out on learning

If your child or a member of your household shows symptoms of COVID 19 you must not send your children to school. The main symptoms listed on the NHS website are:

- **a high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **a new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **a loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

The NHS also instructs that if you have any of the main symptoms of coronavirus:

1. Get a test to check if you have coronavirus as soon as possible
2. Stay at home and do not have visitors until you get your test results – only leave your home to have test

### **Timings for the school day**

We are slightly tweaking the times of the school day. This includes asking students who walk to school or are driven into school by the parents or carers to arrive in school at the following times:

- Year 7: 8.30-8.35am and then to report straight to the Sports Hall where they will meet their Year Leader or Tutor before being walked over to their first lesson
- Year 8 and Year 9: 8.40-8.45am and then to report straight to their zone and the classroom for their first lesson
- Year 10 and Year 11: 8.50-8.55am and then to report straight to their zone and the classroom for their first lesson
- Sixth Form: 8.35-8.40am and then report straight to their zone and the classroom for their first lesson

Morning break will be from 11.00-11.15am with students supervised in areas close to their teaching rooms. After third lesson, Year 7 will be escorted to the Dining Room for an early lunch at 12 noon. Between 12.15pm and 12.45pm Year 9 and Year 11 will have their lunch break whilst Year 8 and Year 10 have tutor time. Between 12.45pm and 1.15pm the year groups will be swapped so that Year 7, Year 9 and Year 11 have tutor time and Year 8, Year 10 and the Sixth Form have lunch. Each year group will be kept separate from other year groups at lunch.

## **End of the school day**

At 3.00pm Year 7 students will be walked down to the bus park and students who walk home will be able to do so, whilst those who wait for a bus will be supervised until the buses arrive. Parents of Year 7 students who wish to pick up students in their car may arrive in the school car park between 2.45pm and 3.00pm. No vehicles except school buses will be allowed to enter the car park between 3.00pm and 3.30pm.

Year 8 and Year 9 students will be walked to the bus park at 3.10pm and students who walk home will be able to do so, whilst those who wait for a bus will be supervised until the buses arrive. Year 10, Year 11 and Sixth Form students will be walked to the bus park at 3.20pm and students who walk home will be able to do so, whilst those who wait for a bus will be supervised until the buses arrive. Parents who wish to collect their children by car may do so after 3.30pm and students will remain under supervision in their year groups in the bus park until parents arrive.

## **After school lessons and extra-curricular activities**

On Tuesdays the after school lessons for students studying triple science in Year 10 and Year 11 and for dual linguists in Year 8 will continue as planned with lessons finishing at approximately 4.20pm.

After these lessons, students will be escorted to the bus park by their teachers and then they will be able to walk home or supervised until they are picked up by their parents or wait for their late bus.

Miss Newnes, our new enrichment co-ordinator will be contacting parents in the first fortnight of term with details of our amended extra-curricular programme which will be year group based.

## **Catch Up Programme**

Mrs King, who has led The Hub for the past two years is leading our catch up programme and can be contacted at [sally.king@jmhs.hereford.sch.uk](mailto:sally.king@jmhs.hereford.sch.uk) if parents have any questions about catch up or supporting vulnerable students. We have so far recruited 15 catch up tutors and will be interviewing a further 15 candidates in the first fortnight of term. We will make sure all tutors are fully trained and understand how we work, safeguarding and school procedures before they commence tutoring.

## **Provision of meals at JMHS**

There will be no breakfast service or brunch service, but at lunchtimes students will be able to purchase hot or cold food. Our deli bar will be closed and there will only be one counter for food service. There will be more staff and a staggered lunchtime so queues should be lower than usual.

Students will be able to purchase a meal deal menu costing £2.30. This will comprise of:

- a sandwich or baguette filled with a variety of fillings to choose from
- or**
- one of three hot option choices (eg pasta with roast tomato sauce, hot pork roll, shepherds pie, pizza)
- plus**
- a drink (water, apple/orange juice, flavoured water)
- a pudding such as fruit, yoghurt, jelly, flapjack

We will also be offering a selection of premium drinks at 80p each and a selection of flapjacks/cookies priced at 80p for students who wish to top up their packed lunch.

### **Parents' evenings and events**

Events such as our Open Evening and Sixth Form Open Evening will be run as virtual events this term. Full details will follow within the next fortnight. Parents' evenings have been scheduled for the Spring Term and are likely to be online rather than face to face. Further details will be given out at the start of the Spring Term.

### **Risk Assessment**

Our risk assessment detailing the steps we are taking to ensure the safety of students and staff has been placed on the school website or can be accessed [here](#) . If parents have any questions about the risk assessment, please could you email [admin@jmhs.hereford.sch.uk](mailto:admin@jmhs.hereford.sch.uk) .

### **Parental enquiries**

If you have questions or concerns about your child, please could we ask you to phone us at student services on 01531 631012 ext 113 or contact your child's Year Leader via email:

Y7 Mrs Fox: [donna.fox@jmhs.hereford.sch.uk](mailto:donna.fox@jmhs.hereford.sch.uk)

Y10 Mr Bees: [anthony.bees@jmhs.hereford.sch.uk](mailto:anthony.bees@jmhs.hereford.sch.uk)

Y8 Mr Wyatt: [dean.wyatt@jmhs.hereford.sch.uk](mailto:dean.wyatt@jmhs.hereford.sch.uk)

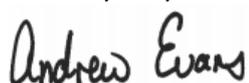
Y11 Miss Limbrick: [chloe.limbrick@jmhs.hereford.sch.uk](mailto:chloe.limbrick@jmhs.hereford.sch.uk)

Y9 Miss Newnes: [hayley.newnes@jmhs.hereford.sch.uk](mailto:hayley.newnes@jmhs.hereford.sch.uk)

.... **And finally**

I am very much look forwarding to seeing the JMHS students for the new term.

With my very best wishes



**Andrew Evans**  
**Headteacher**