



# Student guidelines for returning to school KS3

Dear KS3,

We hope you have had a wonderful summer break and are well-rested to return to school for another fantastic year. We really cannot wait to see you all!

To support your return to school, we have put some questions and answers together in this document. These will help you to understand how the school will work when you come back and also put your mind at ease.

As always, we will strive for maximum academic excellence, wellbeing and happiness.

Really looking forward to seeing you **very** soon!

Ms. L Wareing  
Head of Mini-School KS3



Mr. M Seddon  
Director of KS3



### 1. When do we return to school?

If you are in Year 7 or brand new to FPS, you will come to school on Thursday 26<sup>th</sup> August for an induction period. You will be in school for approximately 2 hours from 7.45am – 10.45am (You may enter school from 7.15am).



Everyone then returns on Sunday 29<sup>th</sup> August. School opens for entry from 7.15am and you should be sat down ready to learn from 7.45am. Please note that you will be with your form tutor for the first 2 lessons. You will be all receiving an email in Thursday about these details from your form tutor.

### 2. What time do I need to be at school?

Your start time is 7.45am. You can arrive at school from 7.15am. Your teachers will be waiting for you all from this time.

### 3. What time will school finish?

Year 7, 8 and 9 will all finish school at 3.05pm. Across the school, there will be staggered finish times to ensure we all move safely in order to exit the building at the end of the day.



### 4. If I get the school bus, what happens?

If you get the bus, firstly, make sure you have your face mask on. Your temperature will be checked when you get on to the bus and you must then sanitise your hands before you sit down. Your seat will stay the same for every journey and the staff on the bus will make sure that students are sat socially distanced at all times. You are not allowed to eat or drink on the bus (water is fine). You may arrive to school earlier than your start time and this is fine. There will be teachers ready and waiting in classrooms from 7.15am.



### 5. When I enter school, what are the procedures?

You need to wear your face mask and stay at least 1m apart. There will be markings on the floor to help you with this. KS3 will enter through **The Villa** entrance or **Gate 1**.

**If you enter through The Villa entrance:** You will then continue walking and enter the back of B Block (the back of the swimming pool). You will be temperature checked as you move through the double doors past the sports hall and auditorium. You will then proceed to enter the school through **designated entry points (see below)**.

**If you enter through Gate 1:** You will then enter the auditorium through the double doors. You will be temperature checked and leave through the B Block double doors and enter the school through the **designated entry points (see below)**.



**Designated entry Points:** You will enter the school using the following entrances:

### A Block



### B Block



### C & D Block



### 6. When I am in the classroom, what do I need to consider?

You need to ensure that you have sanitised your hands before you sit down. There will be plenty of sanitising stations in classrooms and on the corridor. The chair that you sit on will be the same for every lesson in that room and it will be sanitized, along with the area you work in before you enter the room. To get to where you sit, there will be a one-way system in place that you must follow. Your bag will remain under the desk that you sit at during the lesson and you must get out any equipment for the lesson before the lesson starts so that you are fully prepared. You will not be able to share any equipment between students in the class. You will not be able to move around the classroom once you are seated.

### 7. How do I come best prepared for school?

You need to bring two masks to school. One you will be wearing, and another will be a spare that will be in your bag. You also need to have your own hand sanitizer available each day. Your equipment for lessons is essential. Your devices need to continue to come with you, in addition to a pen, pencil, ruler, eraser, sharpener and a calculator. As stressed in point 6, no equipment will be shared amongst students so please take responsibility to be as prepared as possible.



### 8. Will we have PE?

Yes, PE will continue. It is important that you keep fit and healthy.



### 9. What will happen at break and lunch time?

For break time, you will remain in the classroom where you have period 3. For lunch times, you will either remain in a classroom or move to a 'hub'. We will explain this in more detail during your first day. Only packed lunches are allowed for the time being so please bring healthy food that will last you for the day. There will be no canteen services available.

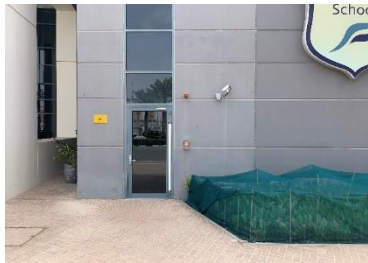
### 10. If I need the bathroom during lessons, what do I do?

You can still use the bathroom! There will be systems in place for all locations around the school. Again, we will talk you through these on the first day and over time you will get used to them.

### 11. How will I leave school at the end of the day?

School will end at 3.10pm for KS3. You will leave the building in an orderly manner using the following exits:

#### A Block



#### B Block



#### D Block



### 12. If I have any questions, who can I speak to?



We are all here to support you. We will continue to have our KS3 Teams page where you can post questions. This was extremely useful during distance learning and there were some high-quality questions being asked that supported KS3. You can also ask your teachers questions during lessons or virtually through your class Team. As always, your Heads of Year will always support you, in addition to Mr. Seddon (Director of Key Stage 3) and Ms. Wareing (Head of Mini-School KS3).

### 13. If I feel unwell during school, what do I do?

Firstly, do not panic. If you feel unwell, you need to tell another adult as soon as you can. We will then ensure that we look after you with the clear plans that we have in place.

### 14. If I am completing my learning from home, how will this happen?

All of your teachers will be teaching all of their lessons to include both learners in class and at home. Therefore, you can access the lessons as you would in school following your timetable.



### 15. Are there any other tips for me for when I return to school?

- We need to support each other and be Team KS3. I already know that I do not have to tell you this!
- Before coming to school each day, think about what lesson you have first so that you know your exact route to lesson one.
- Ask any questions that you have (even if you think they may be silly!).
- Speak to your parents or carers before school starts and once you get back too. Talking with them about the plans will be great for all of you so that you can really get that feel for FPS during this time.
- Be super organised. Pack your bag the evening before school the next day and remember to wear your PE kit if you have PE. Remember to always have two masks with you too.
- Santitise, santise and santise! It is your responsibility to maintain your hygiene during this time. In addition to sanitising, you should wash your hands for twenty seconds frequently throughout the day.

