



Minimising contact with anyone who is unwell

WHAT THE SIXTH FORM WILL DO	WHAT PARENTS/CARERS SHOULD DO	WHAT STUDENTS SHOULD DO
Anyone displaying COVID symptoms will not be permitted to attend (staff or students).	Be vigilant and keep children at home if they are displaying COVID symptoms <ul style="list-style-type: none">• high temperature• new, continuous cough• loss or change to your sense of smell or taste	Inform parents/carers if they feel unwell. Inform an adult at sixth form if they feel unwell during the sixth form day.
If anyone becomes unwell with COVID symptoms whilst at sixth form, they will be moved to a designated room away from other students and sent home. They will also be advised to isolate for 7 days.	Arrange for prompt collection from sixth form if contact is made. Arrange for students to be tested if they are displaying symptoms. Keep your child at home for 7 days.	Inform an adult at sixth form if they feel unwell. Remain in the designated room until you are collected from sixth form. Remain at home for 7 days.
If anyone within the teaching group tests positive , the sixth form will take advice from Public Health England and will inform all parents/carers. The entire class would be asked to isolate for 14 days.	Keep children at home for 14 days as we have advised in this scenario.	Remain at home for 14 days.
Where there is an increased risk of someone coming into contact with the virus (e.g. when administering first aid) we will provide PPE.		



Cleaning hands more often than normal

WHAT THE SIXTH FORM WILL DO	WHAT PARENTS/CARERS SHOULD DO	WHAT STUDENTS SHOULD DO
Remind students of the importance of handwashing through daily reminders and posters around the site.	Ensure that students know how to wash their hands effectively.	Follow the guidance on handwashing.
Provide regular opportunities for students to clean their hands		Take every opportunity given to clean hands.
Remind students of the need to have their own personal hand sanitiser.	Ensure students have their own hand sanitiser.	Keep hand sanitiser on their person at all times.
Provide hygiene stations with hand sanitiser around the sixth form site.		Use hygiene stations where handwashing is not possible.

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Ensuring good respiratory hygiene

WHAT THE SIXTH FORM WILL DO	WHAT PARENTS/CARERS SHOULD DO	WHAT STUDENTS SHOULD DO
Remind students of the need to have their own personal pack of tissues .	Ensure that students have their own tissues.	Keep tissues on their person at all times.
Remind students of the importance of good respiratory hygiene through daily reminders and posters around the site.	Ensure that students are aware of the ' catch it, kill it, bin it ' advice.	Follow the guidance on good respiratory hygiene.
Ensure that every room has a bin so that students can follow the 'catch it, kill it, bin it' advice.	Remind students to dispose of used tissues in the bins.	Use bins to dispose of used tissues.
Bins emptied daily.		

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Cleaning frequently touched surfaces and avoiding spread through surfaces

WHAT THE SIXTH FORM WILL DO	WHAT PARENTS/CARERS SHOULD DO	WHAT STUDENTS SHOULD DO
Cleaning schedules planned to ensure all rooms are regularly cleaned.		Show respect to the cleaning team who will be more visible during the sixth form day than normal.
Inform students of the minimal equipment required to avoid unnecessary items being in sixth form.	Ensure that students have the equipment required (and no more than this).	Only bring in equipment required.
Avoid activities where sharing of equipment is required. Where an activity does require us to provide equipment, students will be assigned their own set		Avoid sharing equipment used by others.
Lessons will be planned to avoid passing of papers/equipment.		Avoid passing papers to other students or to staff.
Each student will be allocated their own desk for the teaching session.	Remind students of the importance of this.	

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Minimising contact and mixing

WHAT THE SIXTH FORM WILL DO	WHAT PARENTS/CARERS SHOULD DO	WHAT STUDENTS SHOULD DO
Each room is set up to allow social distancing to be enacted, with furniture arranged 2m apart . Floor markings around the site mark out 2m distances.	Remind students of the importance of social distancing (including on the journey to and from sixth form) .	Adhere to social distancing protocols.
Each class has their own venue large enough to maintain social distancing.		Only enter rooms allocated to their class.
Students from different classes will not be permitted to mix with each other on the sixth form site.	Remind students of the importance of this and to continue to adhere to social distancing when away from the sixth form site.	Remain with their class at all times on the sixth form site.
Where practicable rooms will be ventilated by keeping windows and doors open .	If the weather is cool, ensure that students have a coat that they can wear inside.	Students will be permitted to wear coats inside when windows are open.
Only essential visitors will be permitted onto site. Contractors on site will follow strict protocols.	Parents' meetings will take place by telephone and only in person if absolutely necessary.	

THANK YOU

We cannot eliminate the risk of someone contracting the virus on site. We **CAN** do all we can to reasonably mitigate the risk.

Student and staff health, safety and well-being remains a priority and we will closely be monitoring students on their return to sixth form.

Although we are doing our best, we cannot guarantee strict adherence to social distancing measures and consequently families with clinically extremely vulnerable individuals in their household should make an informed judgement about whether to send their child back to sixth form at this stage.

Thank you for your continued support.