

## **Guidance for Secondary Pupils during COVID-19**

This guidance is a document to provide clarity regarding how you should behave during the COVID-19 pandemic to reduce the risk to yourselves, the academy and our wider community. Hand sanitisers are available in every classroom and you will be expected to sanitise / wash your hands regularly and maintain social distancing.

Please ensure you follow these guidelines.

### ***Before entering the academy***

- Before leaving home wash your hands and avoid touching your face, mouth and eyes
- The most preferable way for you to come to school is to walk, cycle or be escorted by car. However, should this not be possible and you will be using public transport – avoid peak times (before 8.15am and after 4pm) Please make sure you are aware of the start and finish time for your year group.
- Face mask or gloves used for your journey to the academy, must be disposed of in the lidded bins outside and hands must be washed on entrance to the academy. A fresh mask will need to be put on when entering.
- Face coverings should be worn by pupils when moving around indoors, such as in corridors and communal areas where social distancing is difficult to maintain

### ***On entering the academy***

- You will be directed to sanitise / wash your hands for 20 seconds.
- Maintain social distancing.
- When sat at a desk in the classroom, use the cleaning materials provided to wipe your workspace.

### ***During the academy day***

- Movement around the academy will be restricted. You will be expected to observe social distancing measures and good respiratory and hand hygiene. Remember you have a direct influence on how this virus spreads and need to protect, yourself, your families and other students and staff within the academy. At regular points, throughout the day, you will be directed to sanitise / wash your hands including during any break in lessons and you will be reminded to use hand sanitiser as you enter and leave each room.

If you begin to display symptoms of COVID-19 (a continuous cough, loss of smell and taste, fever) you must tell a member of staff who will direct you straight to the medical room where you should knock and wait outside. The medical team will take you through what will happen next.

### ***Behaviour***

The academy Behaviour Policy (Appendix F) has been amended to protect our academy community and failure to follow this guidance will lead to sanctions with escalating consequences including; removal from the classroom to work in isolation and being refused the opportunity to be in the academy.

### ***Before leaving the academy***

- Before leaving the academy you will wash your hands and avoid touching your face, mouth and eyes.

If you have a journey on London Transport and do not have access to PPE at home, then please approach your SaFE Worker who will provide you with a washable face mask.