



Marden High School

# Staying Safe in School

As we look forward to welcoming you back once again to our safe and happy school, we need to make some changes to ensure we all stay safe. In order to return safely, students will continue to be in “year bubbles” during social times, and where possible during the day. We will continue to have an increase in cleaning routines and more frequent cleaning of the building and surfaces. ***You need to wear your mask at all times, except when eating or outside.***

We ***all*** have a responsibility to continue to follow hygiene measures and play our part in keeping ***each other*** safe and healthy.

**What will we need to do?**





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## Arrangements for the first week back

There will be a **staggered** return back to school, as below, with **all year groups being back in school by the end of the week.**

Date for return	Year group	Entry	Exit
Monday 8th March	Year 11	Enter through auditorium (from bike sheds) at allotted time.	Exit auditorium into the tennis courts, socially distanced, until your test result comes through.
Tuesday 9th March	Year 10		
Wednesday 10th March	Year 9		
Thursday 11th March	Year 8		
Friday 12th March	Year 7		

You will be invited in at a specific time. Due to the circumstances, for the first week back you may not be in your usual teaching room (a note will be on the door if there is a change) and, if you usually receive support in class this may not be available.

Key worker pupils should enter, as usual, via reception.



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# Arrangements for being back in school

- All pupils will return to school on the week beginning the 8th March on different days
- Students in each year will be in a “bubble” and will follow increased hygiene routines.
- ***Masks need to be worn at all times, except when eating or outside. If you forget your mask, they can be purchased for £1 from reception.***
- You should wear full uniform
- You should bring a reading book with you
- Wear your PE kit on the day you have PE
- You should bring your own stationery and a bag large enough to carry your equipment and A4 size exercise books in
- Bring plenty of water to last the whole day
- Covid-19 testing will take place in the auditorium. For times, follow [this link](#).



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**Each bubble has its own zone-where  
do I go before school?**

Year group bubble	Arrive	Entry through	Zone
Year 11	8.40	East yard entrance	Zone 5 - Cafe and field area
Year 10	8.40	East yard entrance	Zone 4 - East yard
Year 9	8.30	West yard entrance	Zone 3 - West yard
Year 8	8.30	West yard entrance	Zone 2 - Tennis courts
Year 7	8.30	West yard entrance	Zone 1 - Front field and tennis court

- On arrival, you must stay in your bubble. You should not mix with anybody from the other bubbles.



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## Where is my bubble zone in the morning and during lunch and break?



East yard  
entrance

West yard  
entrance





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# Before School

- School will not open before 8.30.
- Avoid public transport **where possible**. Where this is not possible, wear a mask.
- Bike sheds will be accessible to Years 7,8 and 9. Year 10 and 11 should take their bikes to the East Yard. You will need a bike lock.
- We will come into school at different times **where possible**.
- Years 10 and 11 come into school at 8.40 **where possible** and go straight to your year bubble zone .
- Years 7,8, and 9 come in at 8.30 **where possible** and go straight to your year bubble zone, using the west yard entrance.
- Year 7 should not come into school through the auditorium.
- Year 10 and 11 come into school on the first bell at 8.43 and go straight to their year bubble using the east yard entrance.
- Year 7,8 and 9 come in at 8.45 on the second bell. Year 7 will be brought into school once the other year groups are in. Year 8 use the doors next to the LRC stairs and Year 9 use the door next to Mrs Atkinson's office.
- Years 10 and 11 use the entrance at the cafe. You will be told when you can come in.



- Break has become longer (25 minutes) and lunch shorter (30 minutes).
- These will be staggered for Year 7, 8 and 9 and for Year 10 and 11.
- You can eat lunch at either break or lunch. You will have access to a food Queue (east and west yards) or the cafe. All food outlets will provide the same food choices.
- Sanitise your hands at the start and end of breaks and after going to the toilet.
- You must stay in your bubble zone unless to go to the toilet
- You can remove your mask when outside or when eating. You need to wear a mask in the Cafe and when approaching food hatches before you sit down to eat

Year group bubble	Break	Lunch	Bubble zone
Year 11	10.10 - 10.35	12.40 - 1.10	Zone 5 - Cafe and field area
Year 10	10.10 - 10.35	12.40 - 1.10	Zone 4 - East yard
Year 9	11.10 - 11.35	1.40 - 2.10	Zone 5 - Cafe and field area
Year 8	11.10 - 11.35	1.40 - 2.10	Zone 4 - East yard
Year 7	11.10 - 11.35	1.40 - 2.10	Zone 3 - West yard



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## The school day

11	Arrive 8:40 Z5	Reg 8:45- 9:10	P1 9:10-10:10	Break 10:10-10:35 Z5	P2 10:35-11:35	P3 11:40-12:40	Lunch 12:40-1:10 Z5	P4 1:10-2:10	P5 2:15-3:15
10	Arrive 8:40 Z4	Reg 8:45- 9:10	P1 9:10-10:10	Break 10:10-10:35 Z4	P2 10:35-11:35	P3 11:40-12:40	Lunch 12:40-1:10 Z4	P4 1:10-2:10	P5 2:15-3:15
9	Arrive 8:30 Z3	Reg 8:45- 9:10	P1 9:10-10:10	P2 10:10-11:10	Break 11:10-11:35 Z5	P3 11:40-12:40	P4 12:40-1:40	Lunch 1:40-2:10 Z5	P5 2:15-3:10
8	Arrive 8:30 Z2	Reg 8:45- 9:10	P1 9:10-10:10	P2 10:10-11:10	Break 11:10-11:35 Z4	P3 11:40-12:40	P4 12:40-1:40	Lunch 1:40-2:10 Z4	P5 2:15-3:10
7	Arrive 8:30 Z1	Reg 8:45- 9:10	P1 9:10-10:10	P2 10:10-11:10	Break 11:10-11:35 Z3	P3 11:40-12:40	P4 12:40-1:40	Lunch 1:40-2:10 Z3	P5 2:15-3:10

Z1 = ZONE 1, Z2 = ZONE 2, Z3 = ZONE 3, Z4= ZONE 4, Z5 = ZONE 5

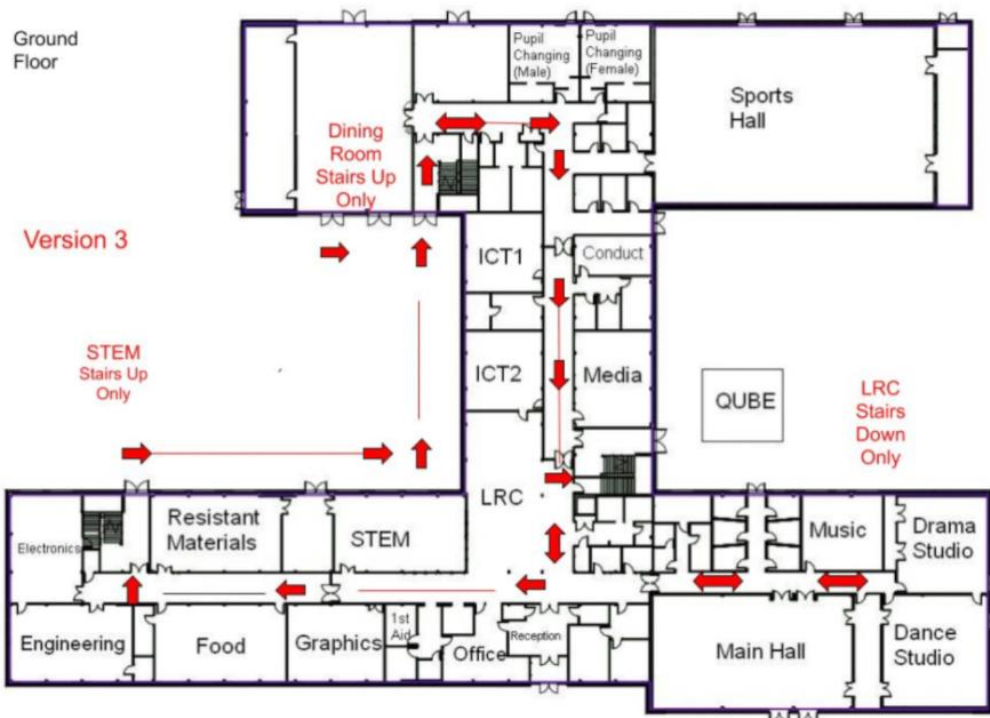




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# Travelling between lessons

- We have a one way system to help us move around the building safely
- Wear your face covering so we can all help protect each other
- Keep a **respectful** distance to others- use the markers on the floor as a guide. Don't push or rush. Take your time
- When you arrive at your lesson go straight into the classroom. There is no need to wait in the corridor, except for outside Science labs and Technology rooms unless there is a teacher there.
- If you need to go to the toilet, make sure you wash your hands for at least 20 seconds. You should use the toilets nearest to you on the way to break and lunchtime. Do not gather with friends.
- You can access your locker on the way to lunch or break, as long as it is on the one way system. Don't go with a group of friends.
- Sanitise your hands as you travel



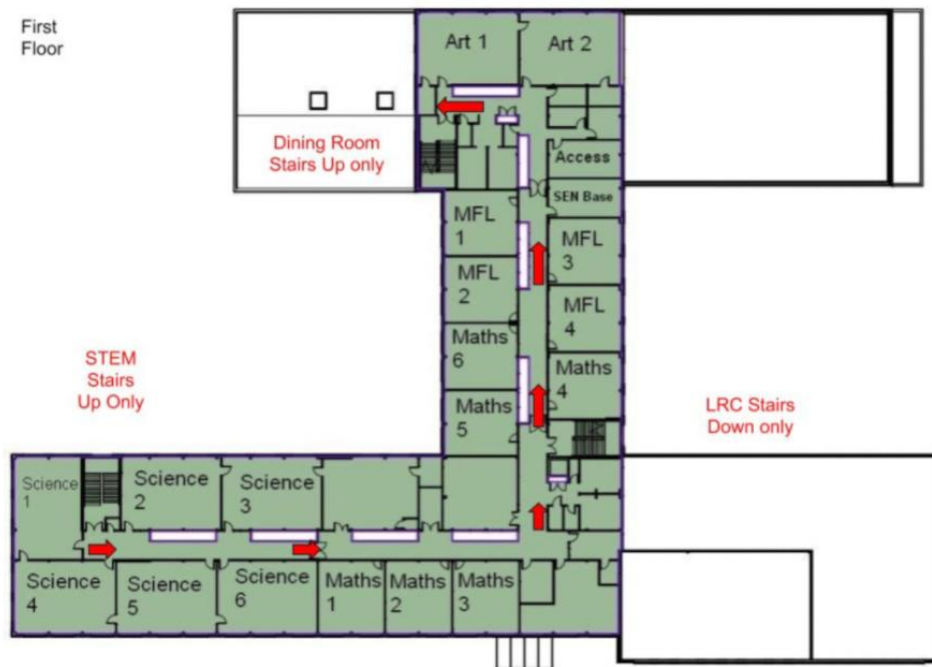
Remember to follow the green arrows on the floor!

### Ground floor:

- Dining room
- Sports hall
- ICT rooms
- Media studio
- Music
- Dance studio
- Drama room
- Auditorium
- STEM
- Engineering
- Graphics
- Electronics
- Food
- LRC
- School office
- Toilets



First Floor



### First floor:

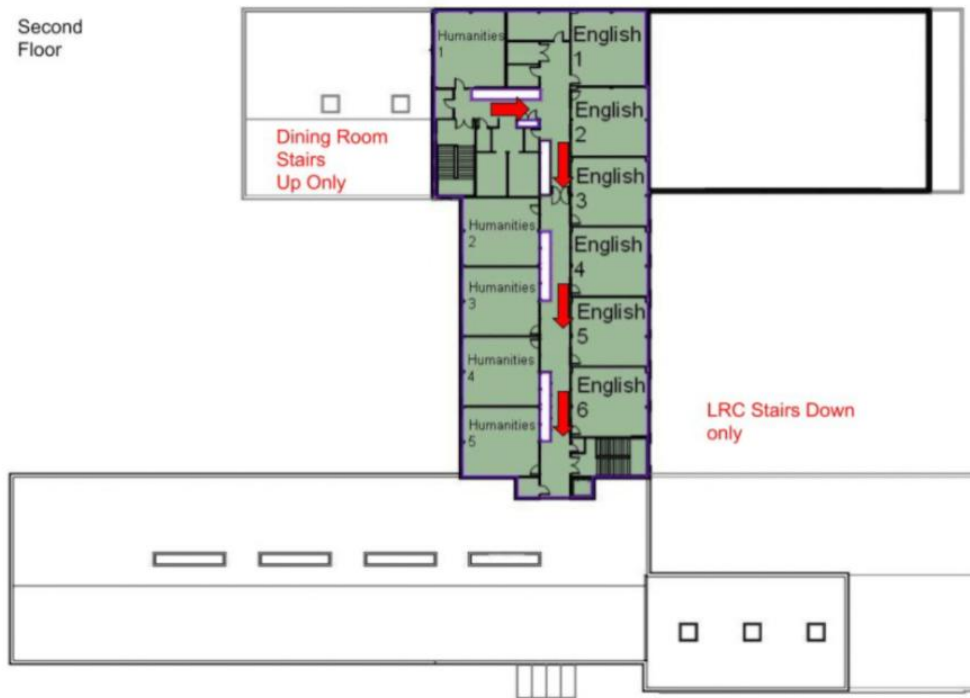
- Art
- Access
- SEN base
- MFL
- Maths
- Science
- Toilets

Remember to follow the green arrows on the floor!



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## Travelling between lessons - one way system



Remember to follow the green arrows on the floor!

### Second floor:

- English
- Humanities:
- RE
- Geography
- History
- Toilets





- When we arrive, we sanitise our hands when we come in.
- You need to wear your mask in lessons.
- We read our reading books, or read through feedback in our books.
- We use our own resources. Everyone **must** bring their **OWN** pens, pencils, rulers, rubbers, calculator. We will not be sharing our equipment, as this will increase the risk of infection, so we have a responsibility to make sure we bring our own in every day.
- We sit in rows in classrooms, where possible.
- Your school books must stay in school in your classroom. Homework will be set on Google classroom.
- On the days you have PE, you can come in to school in your PE kit and remain in it all day. You will go to the sports hall to register for your PE lesson. You can leave your bag at the side of the sports hall.



- Wash your hands with soap regularly throughout the school day for at least twenty seconds. This should include after travelling, after going to the toilet, after sneezing, before and after eating food, after touching surfaces
- Sanitise your hands as you enter and leave a classroom
- Try not to touch your eyes, nose or mouth, especially if you haven't washed your hands recently
- If you need to sneeze, use a tissue. If you don't have a tissue, sneeze into your elbow NOT your hand
- Throw the tissue into the pedal bins. Do not touch the bin with your hand
- Cover your mouth and nose if you cough
- Keep a respectful distance from others-at least arm's length where possible
- Do not share equipment
- Avoid being face to face with others



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# Respectful distancing

- Keep at least arm's length away from students and staff, where possible
- Think about your physical space. Use the markers on the floor as a guide to safe distances from others
- Don't hug, high five or shake hands
- Avoid being face to face
- Move slowly and calmly around the building
- If you need to sneeze, remember to do so into a tissue or into your elbow. Wash your hands afterwards
- Avoid students who are not in your bubble, where possible.
- Stay in your own bubble zone.



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# After school

- Year 7, 8 and 9 leave school at 3.10
- Years 10 and 11 leave school leave at 3.15
- We have a clear space zone at the gates so we do not wait in this area. We go home promptly.
- After school activities will resume as soon as possible.
- Each pupil will have a 1 to 1 with a member of staff to identify any interventions that are needed
- The LRC will be unavailable





- Exercise books must remain in school and with classroom teachers at all times.
- Teachers will not take exercise books home to mark. Marking will take place in school.
- Homework will be set on Google Classroom.



- So that we best support students in maintaining their high standards at Marden High School we are altering the running of detentions from 3rd September 2020.
- During the school day, if a student is given detention, it will be held on the following day, from 3:15pm until 3:30pm with their Head of Year, in Year bubbles. This includes detentions for behaviour, lateness and homework.
- The member of staff who teaches the student Period 5 will walk them to their Head of Year who will oversee those who have detention in their year group for the 15 minutes.
- The time spent will be restorative, discussing 1:1 how best to avoid similar sanctions in future. It is expected that the students being walked by their teacher to detention do so calmly and safely and that during their detention, time is spent working with their Head of Year to take responsibility for their actions and building their sense of belonging by making amends (e.g. completing missed work).
- A text message will go out to parents / carers on the day the detention is set so they are aware of the detention the following day.



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# Rewards

Rewards will continue to be a big part of Marden culture.

## HEADTEACHER WORK OF THE WEEK



Golden ticket  
week

## HOUSE POINTS

These are awarded each lesson and can also be won by completing the House Challenges, or by going over and above in lessons or around school!



Attendance competition and achievements celebrated on the year group noticeboards.



Friday phone call from Head of Year and Senior Leadership Team



'Spotted' and 'Stars' in the corridors



## DEPARTMENT POSTCARDS