

CROESYCEILIOG SCHOOL YSGOL CROESYCEILIOG

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August 2021

Dear Parent/Guardian,

School Leadership arrangements from September 1st

As from September 1st Mr A Davies will be our new Head of School. Mr Davies joins us from Y Pant Comprehensive in Rhondda Cynon Taff and we look forward to his significant leadership contribution as we strive to further improve all aspects of education at Croesyceiliog. Mr A Davies will lead the school in its day to day operations however I shall continue to be at Croesyceiliog three days per week and drive the strategic direction of the school alongside the governing body.

Miss V Harris our previous head of school departed at the end of the summer term. She was a tremendous servant to the school and we wish her every success for the future.

School operations

The WG have published updated [operational guidance](#) and we are now able to confirm arrangements for the start of the school term. We continue to work closely with the LA and are mindful that the current situation is very fluid with regard to COVID-19.

Start of the school day

There will no longer be a staggered start to the school day with all students starting at **8.40am**. We will be expecting students to congregate in their allocated spaces and each year group will have their own school entrance. These will be the same areas and same entrances as this year. Year 7 on their first day will be directed to their allocated area.

Break and lunchtime

The school day will be organised with split breaks for different year groups. These arrangements are set out in the model below.

Key Stage	Reg	Lesson 1	Lesson 2 + break		Lesson 3	Lesson 4 + lunch		Lesson 5
Two year groups Year 8 & 9	8.40am – 9am	9am – 10am	Break 10am – 10.20am	Lesson 2 10.20am – 11.20am	11.20am – 12.20pm	Lunch 12.20pm – 1.05pm	Lesson 4 1.05pm – 2.05pm	2.05pm – 3.05pm
Three years groups Year Year 7, 10 & 11	8.40am – 9am	9am – 10am	Lesson 2 10am – 11am	Break 11am – 11.20am	11.20am – 12.20pm	Lesson 4 12.20pm – 1.20pm	Lunch 1.20pm – 2.05pm	2.05pm – 3.05pm

Lessons and movement around the school site

There will be five, one hour lessons each day. Staff will return to their subject and faculty areas. Our students will move around the building; however they will be expected to follow a one way system thus promoting safe movement around the building and minimising the number of contacts between students. All staff will be at their doors during movement periods. We expect full compliance of our new one way system and shall brief students on their return.

We shall continue to use seating plans for all lessons and assemblies as this allows us to maximise the learning of every student. Seating plans are also highly beneficial if the school is contacted by local contract tracing service to establish close contacts.

Preventative measures

We shall continue to apply a number of preventative measures based on our local circumstances and ask for your support in the implementation of these. An updated draft risk assessment has been placed on our website in readiness for the new academic year.

When not to come to school

The best way we can maintain full operations is by keeping Covid-19 out of our school. It is important we all fully understand that any student or staff member with any of the **three cardinal symptoms of COVID-19 – new persistent cough, fever and/or loss of taste or smell** – should **not attend the school** but should self-isolate, arrange a PCR test and notify the school of this. We are asking all families to take a cautious approach.

In addition students, staff and other adults must not come to school if they:

- ✓ have COVID-19 symptoms
- ✓ have tested positive for COVID-19

Self-isolation requirements

Students, staff and other adults who **are fully vaccinated or under 18** are **not required to self-isolate as a contact** and can be allowed to attend school. However they will be contacted by the local contact tracing service and advised to take PCR tests on day 2 (from their last contact with the positive case) and day 8. PCR tests for close contacts – particularly if the contact is part of a household setting – helps break the chain of transmission within communities and protects those who are vulnerable to the virus. All members of our community are expected to remain vigilant for new symptoms, and try to avoid contact with vulnerable family and friends in the short-term (e.g. elderly relatives or those who are higher risk of severe COVID-19 infection).

Staff and other adults who have **not been vaccinated** must not come to school if they:

- ✓ live with someone who has Covid-19 symptoms;
- ✓ live with someone who has tested positive for Covid-19;
- ✓ have been told to self-isolate by the local contact tracing service.

Anyone developing COVID-19 symptoms during the school day will be sent home immediately to self-isolate and arrange a PCR test. Until they leave the school their contact with all other individuals should be minimised, if possible we will ensure they remain in a separate room.

Local decisions

This term we are awaiting publication of the 'The Local Covid-19 Infection Control Decision Framework'. Once published the school will be supported by local public health officials and our local authority to ensure measures are appropriate to our own circumstances. In addition the school will continue to work closely with the local contract tracing service including management of local outbreaks.

Safe routines

We continue with a number of safe routines, these include:

- ✓ Expecting our students and staff to continue to wash or sanitise their hands on a regular basis. This includes when they arrive at school, when they return from breaks, when they change rooms and before and after eating. Regular and thorough hand cleaning is going to be needed for the foreseeable future.
- ✓ We shall continue to promote good respiratory hygiene by promoting the '**catch it, bin it, kill it, wash your hands**' approach.
- ✓ We shall maintain appropriate levels of cleaning and sanitising of equipment and rooms.
- ✓ Expecting all members of our community to wear face coverings within communal areas of the school. Staff and students will not be expected to wear face coverings within the classroom however if they wish to do so they can.
- ✓ All students arriving on public transport will be expected to wear a face covering.
- ✓ The school will continue to ensure there is adequate ventilation.

Lateral Flow Device (LFD) testing

In line with the WG Education Minister's press release Wednesday 25th August "Take the steps needed to keep learners safe and learning" all students and staff, without symptoms, should take two LFD tests three days apart during the week leading up to their first day back. If the test is positive they should self-isolate, and book a PCR test.

For year 6 into 7 students or other families that do not have sufficient LFD tests these can be collected from local community hubs using the following link <https://bit.ly/3hP3SmF>

Dates for initial LFD testing

Who	First LFD test	Second LFD test
All staff & Year 7	Monday 30 th August	Thursday 2 nd September
All other year groups	Wednesday 1 st September	Sunday 5 th September

Once the test has been conducted, you or your child must log the test result online at <https://www.gov.uk/report-covid19-result> and need to also, separately, inform the school of the test result by completing the links below:

[Lateral flow device test reporting years 10 and 11](#)

[Lateral flow device test reporting years 7, 8 and 9](#)

Anyone who tests positive using a LFD test:

- ✓ must not attend school and report the [test online](#).
- ✓ must then book a follow up PCR test through the online [booking portal](#).
- ✓ must notify the school of the result
- ✓ will be contacted by the local contact tracing team
- ✓ must follow the advice given by the local contact tracing team
- ✓ A negative test result does not remove the risk of transmission.

Once back in school LFD testing should take place on Monday and Thursday mornings before the start of the school day.

And finally...

We understand there is a large amount of information contained in this letter. If you do have any queries or concerns please do not hesitate to contact the school on our head.croesyceiliogcomp@torfaen.gov.uk email address and we shall respond promptly.

We are looking forward to meeting Year 7 on Friday 3rd September and the rest of the school on Monday 6th September.

Yours sincerely



Mrs E Lewis
Executive Headteacher