

## Health Futures UTC Contingency Plan for Local Lockdown and Tier Restrictions

Here's what the 4 'tiers of restriction' will mean for our school and the actions we'll take for each one.

TIER	WHAT IT MEANS FOR OUR SCHOOL	ACTIONS WE'LL TAKE
1	<p>We will remain open for all pupils.</p> <p>Everyone will be asked to wear face coverings when moving around communal areas in school where it's difficult to maintain social distancing, unless they're exempt from wearing one.</p> <p>Staff and visitors will be asked to wear face coverings when moving around communal areas in school where it's difficult to maintain social distancing, unless they're exempt from wearing one.</p>	<p><b>Face coverings</b></p> <p>We will display a video showing how to safely remove your mask on the digital screens around school.</p> <p>We will also display posters of how to safely remove your mask at key points around school.</p>
2	<p>We will remain open full-time for vulnerable pupils and the children of critical workers.</p> <p>For all other pupils, we will move to a rota model, combining on-site provision with remote learning.</p> <p>We will maintain the same rules on face coverings as in tier 1.</p>	<p><b>Face coverings</b></p> <p>We will display a video showing how to safely remove your mask on the digital screens around school.</p> <p>We will also display posters of how to safely remove your mask at key points around school.</p> <p><b>Our rota model</b></p> <p>Students will spend 1 week at school followed by 1 week at home.</p> <p>Students are split into 2 groups, known as 'bubbles'. Our bubbles are KS4 as one bubble and KS5 as the other bubble. We will make sure:</p> <ul style="list-style-type: none"> <li>• 'Bubbles' of students don't mix with other rota groups</li> <li>• Where practical, pupils who are likely to</li> </ul>

TIER	WHAT IT MEANS FOR OUR SCHOOL	ACTIONS WE'LL TAKE
		<p>come into contact outside of school (e.g. those who live in the same house) are in the same group unless they are in different key stages</p> <ul style="list-style-type: none"> <li>• We will include vulnerable pupils and the children of critical workers in rota groups, even if they will be at school full-time</li> </ul> <p><b>Risk assessment</b></p> <p>We will update our risk assessment to reflect our rota model, and we will communicate our plans with all staff and parents.</p> <p><b>Vulnerable pupils</b></p> <p>We will strongly encourage vulnerable pupils to continue attending school. To do this, we will:</p> <ul style="list-style-type: none"> <li>• Work with our local authority (LA)</li> <li>• Contact a pupil's parent or carer, and (where applicable) social worker if the pupil doesn't attend, to find out why and discuss their concerns</li> </ul> <p><b>Absence requests</b></p> <p>Vulnerable pupils: we will only grant absence requests for parents who want their child to be absent during their rota group's scheduled time at home. All pupils should attend school when their rota group is scheduled to be on-site.</p> <p>Children of critical workers: we will grant absence requests for children of critical workers if their parents tell us in advance that their child won't be attending school when their rota group is scheduled to be at home.</p> <p><b>Remote learning arrangements</b></p> <p>All students will:</p> <ul style="list-style-type: none"> <li>• Be issued with exercise books to take home,</li> </ul>

TIER	WHAT IT MEANS FOR OUR SCHOOL	ACTIONS WE'LL TAKE
		<p>in which to complete work</p> <ul style="list-style-type: none"> <li>• Follow their normal timetables from home or in school depending upon the rota</li> <li>• Register with their teachers via e-mail at the time they usually would during the school day, in accordance with their timetable</li> <li>• Be sent work via email at the start of each lesson</li> <li>• Make notes and complete tasks in their exercise books</li> <li>• Be given one piece of assessed work each week for each subject. They will photograph the work on their phones and send it back to their teachers for assessment</li> <li>• Improve their assessed work in their exercise books as directed by their teachers</li> <li>• Be able to email their teachers and learning support (where applicable) during the lesson for additional support</li> <li>• Have access to pastoral support should they need it</li> </ul> <p>Teachers, support staff and pastoral staff will endeavour to ensure students are still receiving class work, and the support they require just as they would whilst in school.</p> <p><b>Free school meals</b></p> <p>We will work with the UTC's usual suppliers to prepare meals or food parcels for all pupils eligible for free schools meals, whether they are at home or on-site.</p>

TIER	WHAT IT MEANS FOR OUR SCHOOL	ACTIONS WE'LL TAKE
		<p><b>Staffing arrangements</b></p> <p>All staff will be on site as normal, unless following isolation guidance.</p>
3	<p>We will remain open full-time for vulnerable pupils, the children of critical workers and selected year groups (the DfE will identify these)</p> <p>We will provide remote education for all other pupils.</p> <p>We will maintain the same rules on face coverings on-site as in tier 1.</p>	<p><b>Face coverings</b></p> <p>We will display a video showing how to safely remove your mask on the digital screens around school.</p> <p>We will also display posters of how to safely remove your mask at key points around school.</p> <p><b>Remote learning arrangements</b></p> <p>All students will:</p> <ul style="list-style-type: none"> <li>• Be issued with exercise books in which to complete work</li> <li>• Follow their normal timetables from home</li> <li>• Register with their teachers via e-mail at the time they usually would during the school day, in accordance with their timetable</li> <li>• Be sent work via email at the start of each lesson</li> <li>• Make notes and complete tasks in their exercise books</li> <li>• Be given one piece of assessed work each week for each subject. They will photograph the work on their phones and send it back to their teachers for assessment</li> <li>• Improve their assessed work in their exercise books as directed by their teachers</li> <li>• Be able to email their teachers and learning support (where applicable) during the lesson for additional support</li> </ul>

TIER	WHAT IT MEANS FOR OUR SCHOOL	ACTIONS WE'LL TAKE
		<ul style="list-style-type: none"> <li>• Have access to pastoral support should they need it</li> </ul> <p>Teachers, support staff and pastoral staff will endeavour to ensure students are still receiving class work, and the support they require just as they would whilst in school.</p> <p><b>Vulnerable pupils</b></p> <p>We will strongly encourage vulnerable pupils to continue attending school. To do this, we will:</p> <ul style="list-style-type: none"> <li>• Work with our local authority (LA)</li> <li>• Contact a students' parent or carer, and (where applicable) social worker if the pupil doesn't attend, to find out why and discuss their concerns</li> </ul> <p><b>Free school meals</b></p> <p>We will work with the UTC's usual suppliers to prepare meals or food parcels for all pupils eligible for free schools meals, whether they are at home or on-site.</p> <p><b>Staffing arrangements</b></p> <p>All staff will be on site as normal, unless following isolation guidance.</p>
4	<p>We will <b>only</b> remain open for vulnerable pupils and the children of critical workers.</p> <p>We will provide remote education for all other pupils.</p> <p>We will maintain the same rules on face coverings on-site as in tier 1.</p>	<p><b>Remote learning arrangements</b></p> <p>All students will:</p> <ul style="list-style-type: none"> <li>• Be issued with exercise books in which to complete work</li> <li>• Follow their normal timetables from home</li> <li>• Register with their teachers via e-mail at the time they usually would during the school day, in accordance with their timetable</li> </ul>

TIER	WHAT IT MEANS FOR OUR SCHOOL	ACTIONS WE'LL TAKE
		<ul style="list-style-type: none"> <li>• Be sent work via email at the start of each lesson</li> <li>• Make notes and complete tasks in their exercise books</li> <li>• Be given one piece of assessed work each week for each subject. They will photograph the work on their phones and send it back to their teachers for assessment</li> <li>• Improve their assessed work in their exercise books as directed by their teachers</li> <li>• Be able to email their teachers and learning support (where applicable) during the lesson for additional support</li> <li>• Have access to pastoral support should they need it</li> </ul> <p>Teachers, support staff and pastoral staff will endeavour to ensure students are still receiving class work, and the support they require just as they would whilst in school.</p> <p><b>Vulnerable pupils</b></p> <p>We will strongly encourage vulnerable pupils to continue attending school. To do this, we will:</p> <ul style="list-style-type: none"> <li>• Work with our local authority (LA)</li> <li>• Contact a pupil's parent or carer, and (where applicable) social worker if the pupil doesn't attend, to find out why and discuss their concerns</li> </ul> <p><b>Free school meals</b></p> <p>We will work with the UTC's usual suppliers to prepare meals or food parcels for all pupils eligible for free schools meals, whether they are</p>

TIER	WHAT IT MEANS FOR OUR SCHOOL	ACTIONS WE'LL TAKE
		<p>at home or on-site.</p> <p><b>Staffing arrangements</b></p> <p>All staff will be on site as normal, unless following isolation guidance.</p>

## Sources

This plan was produced based on the following sources (all information is up to date as of 22 September 2020):

- > [COVID-19 contain framework: a guide for local decision-makers](#), GOV.UK - DHSC
- > [How schools can plan for tier 2 local restrictions](#), GOV.UK - DfE
- > [Guidance for full opening: schools](#), GOV.UK – DfE