

BIRCHFIELD INDEPENDENT GIRLS SCHOOL RE-OPENING: GUIDANCE FOR PUPILS

Hygiene and social distancing

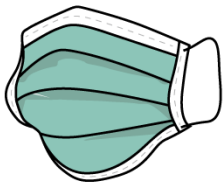
When you arrive at school you must wash your hands. No meeting and greeting may take place – keep a 1m distance from other pupils. If you have a mobile phone you will need to drop it into the case provided by the teacher on duty in the hall. Pupils will go straight to their form classes from 8.30 onwards.



Only bring in essentials such as lunch boxes, coats, books and stationery to school – the lesser items you bring, the smaller chance of spreading viruses.

Handwashing should take place at regular intervals – follow the procedure on the *How to handwash* posters displayed around school. You **must wash your hands** before and after eating and after using the bathroom.

Follow the *Catch It, Bin It, Kill it* routine – utilise the hand sanitisers located in every classroom. When using hand sanitiser, follow the *How to hand rub* poster.



Masks need to be worn to school and in the communal areas and corridors as well as classrooms.

Please do not share masks or leave them lying around.

Remember not to touch the front of your mask during use or when removing it for eating, keep it hanging on one side so that you do not need to take it off fully.

Year group 'bubble'

Each year group will be considered a separate 'bubble', outside of which no pupils will be permitted to mix and meet.

Each year group bubble will have a designated set of toilets to use – keep to your designated year group toilets which are clearly labelled and designated lunch area. The toilet seats need to be wiped down with the sanitiser provided before and after usage.



Lunchtime Arrangements

Pupils will be seated on the floor in their allocated areas set with paper roll and with a distance of 1m+ between them.

Salaah Arrangements

One pupil per class allowed at a time to allocated toilet and wudhu facility leaving a gap between each. Wash basins 1 and 3 to be used only to maintain a gap of 1m +.

Pupils to bring their own prayer mats and will spaced according in the allocated area as the lunctime arrangements maintaining a gap of 1m+.

Corridors, halls and playground



There must be NO LOITERING in corridors; keep to the right hand side (one way traffic) and maintain social distancing of 1m. *Do not mix with pupils from other year groups.*

You will be escorted to your allocated areas at break and lunch times by your lesson 2 and 4 teachers and lesson 6 teachers at home time. Please bring your own lunch and tis will be reviewed for the second week. There will be no microwave available to warm food.

*Remember to wash your hands or use hand sanitiser when you return from breaks or change rooms.

In the classroom

Each year group will be designated a classroom that they will stay in for all their lessons, apart from IT and PE lessons – your teacher will come to collect you whenever you need to move to another room. Assemblies, Form Time, Surah Kahf, PSHE, etc. will take place in this same classroom.



Within the classroom, you must keep to your own table; make sure to bring your own stationery and equipment – in a wipeable case – as borrowing will not be allowed.

Wipe down your table thoroughly at hometime using the sanitiser.

Classroom and toilets allocation

	Year 7	Year 8	Year 9	Year 10	Year 11
Stairways	Assembly area	Assembly area	Reception area	Assembly area	Reception area
Teaching Rooms	Art room	Room 17	Room 11	Room 16	Room 14
Social Space break time	Assembly hall Area A	Assembly hall Area B	Dining hall Area D	Assembly hall Area C	Dining hall Area E
Form tutors	Miss Akhtar	Miss Adam	Mrs Danti	Mrs Asma	Miss Saba
Entrance	Door C	Door C	Main entrance and gate in front	Door C	Main entrance and gate in front
Handwashing Station & Toilets	Main toilets ground floor	Main toilets ground floor	Reception toilets	Main toilets ground floor	Reception toilets
Lunchtime arrangements	12.30	12.30	12.30	12.35	12.35
Salaah arrangements	Assembly hall Area A	Assembly hall Area B	Dining hall Area D	Assembly hall Area C	Dining hall Area E
Wudhu facility	main toilets	main toilets	Reception toilets	main toilets	Reception toilets

If you become sick



If you feel feverish, have a new, continuous cough or experience loss/change of smell or taste, you **must** tell your teacher – you will be isolated and sent home as soon as possible.

If you are isolating at home, you will be set work to complete or instructed to attend lessons online. Make sure you email your homework in if your teacher asks you to do so.

You must adhere to all the rules above – to avoid serious consequences, we will not tolerate risks to other people's health.

Public Health England

Best Practice: How to hand wash step by step images

Steps 3-8 should take at least 15 seconds.

1 Wet hands with water.

2 Apply enough soap to cover all hand surfaces.

3 Rub hands palm to palm.

4 Right palm over the back of the other, fingers interlaced.

5 Palm to palm with fingers interlaced.

6 Backs of fingers to opposing palms with fingers interlocked.

7 Rotational rubbing of left hand clasped in right palm.

8 Rotational rubbing of right hand clasped in left palm.

9 Rubbing with wrists.

10 Dry thoroughly with towel.

11 Use elbow to turn off tap.

12 Steps 3-8 should take at least 15 seconds.

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CATCH IT
 Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.

BIN IT
 Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.

KILL IT
 Hands can transfer germs to every surface you touch. Clean your hands as soon as you can.

Public Health England

Best Practice: How to handrub step by step images

1 Apply a palmful of the product in a cupped hand and cover all surfaces.

2 Rub hands palm to palm.

3 Right palm over the back of the other hand with interlaced fingers.

4 Palm to palm with fingers interlocked.

5 Backs of fingers to opposing palms with fingers interlocked.

6 Rotational rubbing of left hand clasped in right palm.

7 Rotational rubbing of right hand clasped in left palm.

8 Once dry, your hands are safe.

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