

EDUCATION AUTHORITY SOUTH EASTERN REGION
FORT HILL INTEGRATED COLLEGE



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Fort Hill Integrated College RESTART

Rationale

Fort Hill Integrated College aims to provide a learning environment which is as COVID-19 secure as is reasonably possible. School leadership has considered all the information and guidance published by DENI in recent days, and in consultation with staff, parents and students, have put in place a significant number of mitigations. Our prime concern has been for the physical and mental wellbeing of all staff and students, while bearing in mind that the wider Fort Hill Integrated College learning community includes the families we live within and our local neighbourhood.

All strategies are implemented with the intention to

1. Minimise the risk of COVID-19 coming into Fort Hill Integrated College.
2. Minimise the risk of transmission of COVID-19 virus within Fort Hill Integrated College.
3. React to any COVID-19 related incident, respecting any community member involved and safeguarding the wider learning community.

Return of Students

Following email communication to parents at the end of June and start of July, students will return to school through a phased Induction week beginning on Wednesday 25th August. All students in Years 8 to 12 will return full-time on Wednesday 1st September. Details have been published on school website (<https://www.forthillcollege.co.uk/restart-202122>)

Our timetable and class structures will continue to strongly encourage students to maintain “Year bubbles” as far as possible. We will therefore run a regular timetable for all students, with a staggered break and split lunch for all.

Medical Policy

Any member of the school community, student or staff, displaying COVID-19 symptoms should NOT be sent to school under any circumstance. Any student developing symptoms during the school day will be treated according to PHA guidance and placed in a location to minimise the risk to any other member of our college community. Contact will be made with home to arrange immediate collection. Details are provided in the updated Medical policy on the school website.

Lateral Flow Test devices are also to be made available to all post-primary students. Further details will follow through both email communication and letters made available to students through the Induction days.

Transport to and from School

Public service transport will continue on a limited summer timetable through our Induction week, but from Wednesday 1st September a more normal public service and specific school services will resume. We recognise that many families would rather make their own arrangements to travel to and from school. The area immediately surrounding our buildings will be developed as a pedestrianised zone, and therefore all students will be expected to walk into the school site from the Low Road or Belfast Road. Whatever means of transport used, all students should therefore be dropped off in Lisburn, near Wallace Park, or along the Low Road, and should follow all road safety advice on the final part of the journey to and through the integrated campus and our buildings.

Public bus and train services have PHA guidance in place, including reduced capacity due to social-distancing, and it is “mandatory for all post-primary school age pupils to wear a face covering on all public services and school transport”. It is recommended that students make every effort to use dedicated school services if available to avoid mixing with the general public. Social distancing will not be applicable on these.

Access to School

While I value the relationship we build between home and our college, parents and other external visitors will not be allowed within college buildings without appointment, unless absolutely necessary. If you wish to speak to a member of school staff, please phone to arrange an appointment, as walk-in meetings will not be available.

Hygiene

- Students and staff should have positive respiratory hygiene, following the guidance around “Catch it, Bin it, Kill it”, and minimising contact between hand and face.
- All staff and students should sanitise hands every time they enter/leave our buildings.
- Hand-hygiene will be important and students will be required to use hand sanitiser or hand-washing facilities at regular points during the day. Access to toilets will be limited due to space. Sanitiser will be available at all entrance points. While facilities will be available, students are encouraged to have their own small container of hand sanitiser and to use it regularly.
- Students should come each day with all equipment required for their classes that day. This includes a pencil case with pen, pencil, rubber, sharpener, ruler, calculator and colouring pencils, held in a school bag.
- Strategies will be in place to promote “Year bubbles”, and within each classroom strictly monitored seating plans will be used. At each lesson change, teachers will apply some sanitising liquid to each desk and seat, and students will be able to wipe down the surfaces to provide both a break in possible transmission and assurance of a clean start to every lesson.

Face-coverings

- The NI Executive agreed on 12 August *“the requirement for post-primary pupils to wear a face covering in classrooms would, subject to review, apply until 8 October.”* This is at all times when inside school buildings, including classrooms, corridors and confined communal spaces such as toilet areas.

Break and Lunch

- A significant mitigation is for students to spend considerable time outdoors. With the staggered break and split lunch, and to prevent crowding along corridors, students will be encouraged to spend break and lunch outside buildings in the college grounds. Wet weather contingency plans will continue to be in place, but it is expected that students will be outside on the majority of occasions and should therefore bring a coat (does not have to be school regulation coat).
- It is essential to note that students in Years 8 to 12 will NOT be allowed off our college site at break or lunch. The school canteen will not be available at break, so students should bring their own break if required. Packed lunches and a hot food option will be available from the canteen for lunch. The packed lunches must be pre-ordered, through an online system and details will be shared through Parentmail during the Induction week.
- As no students in Years 8 to 12 will be allowed to leave the college site during break or lunch, students who do not want a lunch provided by the canteen must bring their own food. There will be space made available in the Canteen for students to sit and eat their own food. An initial trial will consider Year 13 and 14 students leaving school site at lunchtime, in line with their timetables, but this is subject to review and public health assessments.
- We are maintaining our “Drinks Policy”, but communal water fountains will not be operating. Therefore, students should bring their own water in a bottle /container labelled with their name, and not share this with any other community member.

Uniform and PE

- As communicated earlier, all students will be expected to have full school uniform for the return to on-site learning. Current Public Health guidance regarding PE is being considered, but all students will be expected to have full school PE kit for practical lessons.

Policy updates

- As indicated earlier, following social distancing rules, hand hygiene and behaviours in line with Public Health guidance will be required of all staff and students. This will be made clear to all and to protect our extended college community, a full range of sanctions will be available and imposed where required. Policies reflecting and clarifying these will be posted on the college website (<https://www.forthillcollege.co.uk/policies>), including COVID-19 addendums.

The School Day

- While social distancing has been relaxed for students within education, it remains as a must for staff, and students will be expected to respect this. Students will be strongly encouraged to remain within their respective Year groups, operating as “*Year bubbles*”
- School buildings will not be accessible to students until 8:55am. They should assemble in Year groups, with Year 8 in the quad and Years 9 to 12 in designated areas of the hard play (Motor Vehicles) area to the rear of the school. Sixth Form students will be allowed to gather in the Assembly Hall and Gym, and will be used for supporting duties.
- Pastoral staff will collect Form classes from the designated areas at 8:55am and take them to their Form Rooms via sanitising stations.
- A one-way system remains in place in most areas around the college. Signposts will help direct travel, and this will be a part of students’ induction.
- Break times are staggered as follows, with all students, except for CSC, expected to be outside for fresh air and to prevent disruption of continuing learning:
 - 11:00am – 11:15am for Years 8, 10 & 11
 - 11:25am – 11:40am for Years 12, 13 & 14
- Students will be encouraged to stay in their respective “*Year bubble*” during break and lunch.
- Lunch times will also be staggered as follows, with a similar framework to break
 - Early lunch for Years 8, 9 & 10
 - Normal lunch for Years 11, 12, 13 & 14
- School day will end at 3:05pm. School service buses will all depart from the turning circle at the rear of the school, exiting onto the Low Road.

Please review this information with your child before they return to school for their Induction next week. All practice will be reviewed on a daily basis and adapted as necessary to grow and protect our learning community.

Your faithfully,

Mr C Millar

Principal