

**TRINITY**  
SIXTH FORM ACADEMY

• **STUDENT HANDBOOK** •

**Covid-19 Student Guide**  
**September 2021**  
**Version 1**



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# 1. Key Information

## 1.1 Lessons

All students will resume full face to face provision from September 2021. This takes into account students core and wider curriculum packages (excluding external work experience/volunteering and external Trinity Enrich programmes).

**Remote Learning** = Remote learning will be available to students who:

- Have tested positive or are awaiting a confirmatory PCR test after a positive LDF test
- AND
- Are without symptoms or otherwise unwell
- OR
- Have an exceptional, pre-arranged absence that has been authorised by a PPT or member of SLG

## 1.2 Assemblies:

A remote assembly will be held every week and will be made available to all students via Teams. The assembly programme will rotate through the days of the week and will normally be held between 11:00am and 11:18am.

## 1.3 Graduation, Enrichment: and Work Experience

Year 12 Graduation is still in place and students will take part in bi-weekly self reflection to inform Graduation tracking. Students should engage with any enrichment, work experience or volunteering activities as normal. If students have any questions about Graduation, enrichment or work experience they should speak to their PPTs.

## 1.4 Absence:

If you are to be absent from live remote lessons, please ensure that the following two things happen:

1. A phone call from a parent/carer before 8:00am.

Tel: 01422240033 or **email:** [Absence@sixth.trinitymat.org](mailto:Absence@sixth.trinitymat.org)

2. An email to PPT from student.

## 2. Entry, Exit and Movement within the Building

- 2.1 Students will be met upon arrival by academy staff at the academy door who will provide hand sanitiser on entry to the academy.
- 2.2 Students must enter the building in a safe and orderly manner and follow the one-way system on stairwells
- 2.3 Students should try to keep to the left in the corridors and on the stairwells.
- 2.4 When PM sessions are completed, students will be dismissed from classrooms by their teachers. Students will do this in an organised fashion, following the one-way system on the stairwells.
- 2.5 Students will be able to use the toilet during their lesson time, but they are reminded to use the one-way system and wash their hands.
- 2.6 Both staff and students should sanitise before and after using classroom resources. Classrooms will be cleaned at the end of each day.

## 3. How we will try to minimise the risk of transmission

- 3.1 Students should strive to follow hygiene measures, such as:
  - Washing hands or sanitizing regularly
  - Adopting a catch it, bin it, kill it approach
  - Undertake regular voluntary testing
  - Isolate if required to do so
- 3.2 Students will be sat in a pre-arranged seating plan in all classrooms. This supports effective teaching and learning but also helps to contain any potential outbreaks of Covid-19
- 3.3 Hand sanitiser and anti-bac wipes are available throughout the academy and classrooms will be cleaned at the end of each academy day.
- 3.4 A one-way system is in operation throughout the building:
  - a. Access into and out of the building is through the main entrance,
  - b. The front staircase is used for ascension only.
  - c. The middle stairwell will be used for descending only and the back stairwell can be used for both but students must stick to the left by adhering to the markers on the floor.
  - d. The main entrance will be used for exit also, but this will be staggered to avoid congestion.

## 4. Toilets and hand washing facilities available



4.1 All students will be allowed to go to the toilet during lessons, but this must be authorised by their classroom teacher first.

4.2 Students will be allowed to wash their hands throughout the day should they need to.

4.3 Signage has been added to the hand wash stations/toilets to remind students to wash hands properly

## 5. Arrangements for bursary food

5.1 Supermarket vouchers will be emailed to all eligible free meal/bursary meal students

5.2 The Trinity Eats Restaurant is currently not in operation. However, from Term 2 onwards, a grab and go service will be provided selling snacks and beverages via contactless payments.

## 6. What medical welfare and first aid arrangements are in place?

6.1 Students who are required to take medication will be asked to attend the medical welfare office by themselves and at the appropriate time.

6.2 In cases of emergency or where students are feeling unwell, they will be escorted to the medical welfare office where the Medical Welfare Officer or first aider will carry out an initial assessment.

## 7. Isolation

7.1 Students who display any symptoms of COVID-19 or return a positive Lateral Flow Device (LFD) test will be sent home following collection by parents/carers and asked to self-isolate for 10 days. They are encouraged to seek a PCR test to confirm the LFD result. If the PCR test returns a negative result, the students can return to the academy but if the PCR returns a positive result, self isolation should continue.

## 8. Covid-19 Symptoms

8.1 The main symptoms of Covid-19 are:

- a high temperature
- a new, continuous cough
- a loss of, or change to, your sense of smell or taste

## 9. Close Contacts

9.1 The close contact rules have changed; you don't need to self-isolate if you are a close contact in the following scenarios:

- Fully vaccinated (i.e. two jabs);
- Are below 18 years and 6 months old;
- Taking part in a medical research trial on the COVID-19 vaccine;
- Are not medically able to be vaccinated.

9.2 It is recommended that staff/students who have been in close contact with a positive case:

- Limit close contact with other people outside their household, especially in enclosed spaces
- Wear a face covering in enclosed spaces and where they are unable to maintain social distancing
- Limit contact with anyone who is ECV