



High Expectations  
and Aspirations

RETURN TO SCHOOL – 8<sup>th</sup> MARCH  
STUDENT/PARENT HANDBOOK



**March 2020**

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# Introduction from Annette Kimblin

Dear All

We are all very much excited to be welcoming our students back to school on Monday 8<sup>th</sup> March. It will be wonderful to see all our Light Hall students again after this latest national lockdown.

As you are no doubt aware, the Government has issued guidance that allows us to have a full re-opening for all pupils from Monday 8<sup>th</sup> March. We have been busy making plans in order for us to comply with this guidance so that we can hit the ground running as soon as possible, offering a full, albeit adapted, education. This includes offering lateral flow testing prior to 8<sup>th</sup> March so that we can operate as safely as possible for all concerned and minimise disruption to learning as much as we can.

Our mode of operation from 8<sup>th</sup> March has changed very little from the way in which we were operating in December. We have produced this guide in order to refresh everyone's memory, as December seems to be a long time ago. We hope it helps to answer any questions you may have, prior to the student's return.

The keystone of the Government advice is its "System Controls" which focusses on prevention of transmission of COVID and the response to any infection. In the following pages we outline key aspects of how Light Hall will be operating in order to keep all members of our community as safe as possible.

We recognise that the situation is dynamic and changing, and any measures in place are subject to update and change.

It is clear from the Prime Minister's address regarding his roadmap for easing lockdown, that there will be a number of review dates which could impact on our practices moving forward. We will, of course, keep you updated in this regard.

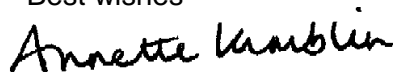
Please take the time to read through the information and discuss it as a family, in order to best prepare for the return to school. In the meantime, if you have any further questions, please direct these to [office@lighthall.co.uk](mailto:office@lighthall.co.uk) and a member of the staff team will get in touch with you.

I very much look forward to welcoming pupils back to Light Hall imminently. We are so proud of the way in which they have responded during lockdown and upheld our core values. We really can't wait to see them again

As ever, I want to thank parents and carers for all that they have done to support our students' education over the past months. It much appreciated.

Please take care and keep safe.

Best wishes



Annette Kimblin  
**Headteacher**

# Arrangments for the timetable

Students will follow, as closely as possible, their normal timetable. They will be in distinct zones (buildings / blocks or part of blocks) within the school. Teachers will move throughout the zones, but children will stay in the zones. They may move classrooms within the zone, but in the main it is the teachers who will move around. Lessons will be delivered by a subject specialist and the groups will follow the timetable that would have been in place if there were no restrictions. There are some compromises regarding the curriculum, these include use of specialist spaces – therefore there may be less practical work and more teacher led lecture style learning in Key Stage 3. We hope to review this at Easter.

The school site has been divided into a series of 6 zones, with appropriately socially distanced classrooms for the lessons, staff workspaces, designated toilets for students and staff and a designated outdoor space for students. Arrangements have been made for wet weather. Students are encouraged to socially distance from each other in their zones. They must do so with other year group zones. **They MUST socially distance from adults, at all times.**

## The School Day will run as follows:

|                     |   |
|---------------------|---|
| <b>Registration</b> | 8.40am (students to line up in their zones)   |
| <b>Period 1</b>     | 9.05am -10.05am   |
| <b>Period 2</b>     | 10.05am – 11.05am   |
| <b>Break</b>        | 11.05am – 11.25am   |
| <b>Period 3</b>     | 11.25am – 12.25pm   |
| <b>Period 4</b>     | 12.25pm – 1.25pm  |
| <b>Lunch</b>        | 1.25pm – 1.50pm   |
| <b>Period 5</b>     | 1.50pm – 2.40pm (Year 7)<br>1.50pm – 2.45pm (Year 8)<br>1.50pm – 2.50pm (Years 9,10 and 11) |



## Health and Safety for All

As you will all appreciate, the Health and Safety of all in our community remains our number one priority during these challenging times. We are following all government guidelines as we return to school.

***Please talk through this document with your son / daughter.***

The Government have directed us to implement the following:

- minimising contact with individuals who are unwell by ensuring that pupils or staff who have coronavirus symptoms, or who have someone in their household who does, do not attend school
- cleaning hands more often than usual - pupils and staff should be encouraged to regularly wash their hands thoroughly for 20 seconds with running water and soap and dry them thoroughly, or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered. Hand sanitiser is available in all classrooms and key points in the school.
- ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- cleaning frequently touched surfaces often, using standard products such as detergents and bleach.
- minimising contact and mixing, as far as possible, by keeping pupils in year groups within zones in 6 distinct areas of the school. These groups must remain together at all times, including as best as possible to and from school. The school environment has been altered dramatically (e.g. classroom layouts, movement within the zones, toilet facilities and break time areas).
- Ensuring face coverings are used in all school buildings, including classrooms where two metre social distancing is not possible. Those students who have a medical exception will not need to wear a face covering.
- Keeping occupied spaces well ventilated.

We have conducted a thorough risk assessment for all students to return (authorised by the governing body). This is available on our website: <https://www.lighthall.co.uk/covid19-updates/>

It is important to reinforce that The Light Hall Code of Conduct still applies in these very different times.

## **Respect and Responsibility**

**“This means that we treat everyone and everything with courtesy, kindness, interest and understanding and that we follow all instructions without question.”**

In order for this process to work and achieve the objective of maintaining safety for all, **ALL** parties must engage co-operatively and follow the additional guidelines listed below.

To ensure safety standards are maintained at all times:

## **EXPECATIONS OF STUDENTS**

### **Students will:**

- **Follow all staff requests immediately and without question** (this is for the safety of all members of the community within school and potentially within their own homes). Students who are unable to comply with any instruction and place others at risk (particularly staff, who are at the greatest

risk), will be removed from the lesson and parents / carers will be contacted. Relevant sanctions will be applied. This could result in fixed term exclusion.

## **Co-operative and responsible behaviour for all is key.**

- Observe the guidelines on social distancing both in school and when travelling to and from school (Students in the same year group – no social distancing is necessary, Social distancing must be 2m when with adults). Follow markings and Government guidance posters displayed in school.
- Follow government guidelines when travelling to and from school students. The school **cannot** accept responsibility for any risk associated with the use of public transport, walking in groups or cycling in groups. Students are reminded of the need to wear face coverings when travelling on public transport.
- Not gathering on the way to or from school. Students must, at all times, keep the required distance from others in different year groups – however hard they may find this.
- Follow hand washing guidelines at regular intervals – sanitisation points have been mounted in every classroom and washing facilities (for each specific zone) are available in all areas. Students must use these at the start of each session and throughout the time in school;
- Arrive on time. All students will be expected to be in their appropriate house tutor line in the hardstanding area of their zone by 8.40am. Please see the map of where this is for March (see Appendix A). If students arrive before this time they should go straight to the areas allocated to their year group on the front field. If students do arrive late (this will seriously disrupt the learning of others), they will wait at the front of school by reception (outside). A member of staff will open the door and escort the student to the work area. For students who are late, the normal attendance procedures apply.
- Students must bring the appropriate equipment for all lessons / activities in school (a list is in this handbook) – you are not allowed to share equipment or resources. If you wish to bring hand sanitiser to school you may. Unless medically exempt, students must have their own face coverings. Please be aware of the correct method to wear these items and put them on and off. Students must not share any face coverings.
- Face coverings should be worn in all school buildings including classrooms where 2 metre social distancing cannot be maintained. We recommend that students have a supply of spare masks with them.
- **If you become ill – or show symptoms of Covid 19 then you will be isolated from the group, parents / carers will be contacted to collect you from school. You will be given further advice**

## **EXPECTATIONS OF PARENTS**

### **Parents / Carers will:**

- Ensure their son / daughter follows the instructions of all Light Hall staff, without question

# Health & Safety

- Ensure their son / daughter follows the required social distancing guidelines when working with adults (also social distancing when travelling to and from school with students from other year groups).
- Ensure that their son / daughter understands fully what is expected from them to comply with the safety requirements for all
- Ensure that their son / daughter is fully equipped for the lessons they are attending including having writing equipment, packed lunch if required / snacks / refreshments / drinking water. There is a lunch food service available in school at second break only.
- Ensure that their son/daughter has a face covering for use in school buildings, unless exempt.
- Ensure that their son/daughter returns straight home at the end of the school day and does not linger around school or travel in groups
- Notify the school immediately if their child is unable to attend school via email or telephone, indicating the reasons why to [attendance@lighthall.co.uk](mailto:attendance@lighthall.co.uk);

## **Please note:**

- Access to the site / building for parents and carers will be very limited. Visits to the school site are very limited and risk assessed. All correspondence should be by telephone or school / staff email. Meetings will be held via TEAMS. All visits to school site must be risk assessed before they take place.
- The **COVID Code of Conduct 2021** is in addition to the current Behaviour for Learning Policy, School Code of Conduct and all other relevant policies
- As you will all appreciate, the Health and Safety of all in our community remains our number one priority during these challenging times. We are following government guidelines.

# Organisational Procedures

## School will:

- Ensure all areas used are cleaned, touch points wiped and sanitised throughout the day.
- Have significant staff available to ensure hygiene safety.
- Ensure that there are hand sanitisers in every classroom
- Provide hand washing facilities and sanitisers in all key areas.
- Have a suitable supply of PPE available.
- Reconfigure all classrooms and work areas to ensure social distancing of 2 metres can be implemented for staff. Reconfigure teaching plans in order that students can remain in distinct year group zones within the school. .
- Provide clear markings (**Keep Left, Keep Moving**) and operate a system to reduce movement around school which will aid social distancing.

## Staff will:

- Observe the school's Covid-19 protocols (agreed Risk Assessment).
- Sign in and out at Main Reception every time they attend school.
- Be required to sanitise any equipment after use.
- Be required to adhere to and enforce social distancing and hygiene protocols.
- Reinforce all key messages regarding health and safety to students.

## Students must:

- Observe the guidelines on social distancing when travelling to and from school.
- Observe the school's Covid-19 protocols.
- Be at their designated muster point no later than 08.40
- Bring the appropriate books and equipment for all lessons / activities in school.
- Wear a face covering in school buildings, including classrooms, where they cannot maintain the 2 metre social distancing, unless exempt.
- **BRING A BAG**

## Parents / Carers will:

- Ensure their son / daughter follow the required social distancing guidelines to and from school.
- Ensure their son / daughter are fully equipped for the school day:
  - exercise books / writing equipment
  - school bag
  - drinking water
  - snack / packed lunch, if required.
  - Face covering (unless exempt)
- Notify the school immediately if their child is unable to attend via email or telephone indicating the reasons why.
- Ensure their child observes the guidance on social distancing (for adults and students) at all times when on the school site, co-operates with all staff instructions and requests, and takes the safety of all members of the school community seriously at all times.



# Organisational Procedures

## **Movement around school**

Please move around school on the left-hand side of any corridors. **Keep moving** at all times (no gathering or loitering). Give staff space (ideally 2m) when passing in the corridor or at break times. Do not leave your allocated zone without being accompanied by a member of staff.

## **Visitors**

Visitors to school site will be limited and must be risk assessed. Meetings will be conducted by telephone or virtually as a preferred method (with appropriate safety measures). Email is the most efficient form of communication. Please also use the website for information / SIMS parent app / twitter.

## **Uniform**

Students are required to attend in full Light Hall uniform at all times. Any issues or concerns regarding this should be addressed to the relevant pastoral manager. A uniform list is included in this booklet. When students are timetabled for PE, they are expected to **attend** in Light Hall PE kit. They will not be able to change at school. In the event of inclement weather, the PE department will take students to a classroom.

## **Classrooms**

All spaces have been socially distanced with a maximum occupancy of 30 students. Hand sanitiser is provided in every teaching space and students will be told to use it at the start of every session. Windows and classroom doors will be open to provide ventilation. Cleaning contractors will be on duty throughout the day to clean touch points (door handles etc.). Cleaning contractors will also clean classrooms and touch points at the end of each day with an additional 'misting' of classrooms with a 0.1% Chlorine solution at the end of each day.

Once the room has been sanitised at the end of the daily session, it will not be used until the following day.

## **Toilets**

Each zone has a dedicated set of toilet spaces. All toilets have been given a maximum occupancy figure, and these are clearly identifiable. If a queue forms, students should observe distancing. There will be staff supervision in these areas. Students must attempt to not use the toilets during lesson times unless there is a desperate need.

## **First aid**

First aid facilities will be provided by the first aider, Ms Ryalls (plus other qualified staff).

Government guidance on what to do if a student who is showing symptoms of corona virus is as follows:

***If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained.***

***If contact with the child or young person is necessary, then gloves, an apron and a full-face visor must be worn by the supervising adult.***

# Organisational Procedures

A Meeting Room will be the designated area where the student can be isolated until they can be collected by parents or carers. Testing for coronavirus will be advised / and or arranged.

## Remote Learning

If a student needs to self-isolate, remote learning will resume. Students and parents will be provided with the necessary link to the materials.

## Fire evacuation

Fire evacuation procedures remain the same. Students will be escorted onto the front field, through the nearest available exit (**fire evacuation supersedes social distancing**). All attempts to socially distance from other year groups should be made. Students will line up at their House Tutor group fire number marker, in silence and in alphabetical order. There should be a 2m gap between year group zones (marked). Despite the limited space, students must distance themselves from other year groups.

## Personal health & wellbeing

Please monitor your child's health and wellbeing. If you feel there is support required please contact the Year Pastoral Manager for an initial conversation about what support may available. Please also look at the Covid Well Being page on the Light Hall website. We are very aware that we are all likely to find some aspects of the pandemic particularly challenging at different times. Anxiety levels may be elevated, we intend to continue to work with the students on this aspect of the pandemic. Staff have also have undertaken training in how to support our students.

## How will we support those who are anxious about being in school?

The pastoral team along with the DSLs (Designated Safeguarding Leads) and SEND teams have been in touch with all students, who we know are experiencing anxiety and who are deemed at risk. This elevated level of support will continue as we re-open.

## Transport to and from school

National Express buses to Light Hall will be running as normal from 8<sup>th</sup> March.

## Attendance

Normal attendance policies and procedures will apply. The government has made it very clear that all students are expected to return to school. Light Hall School would very much like to work with families who are anxious about returning. We do expect students in school, but would prefer to communicate and support families. Any concerns should be directed to Mr Danny Hooper, Education Welfare Officer, ([dhooper@lighthall.co.uk](mailto:dhooper@lighthall.co.uk)) in the first instance.

## Illness

If your child is ill please email the school. Please do not send your child to school if they show any symptoms of covid 19. Please be available to collect your child if they fall ill during the school day, they will need to be sent home immediately.

## Teaching & Learning Objectives

Whilst many of our students have coped well with remote learning in lockdown we are acutely aware of different rates of progress over this period. Teachers will continue to teach their curriculum but alongside this will focus on assessing progress made over this period of remote learning and putting in place appropriate strategies to tackle evidence of "lost learning" over the past few months. Students should expect to undertake a series of low stakes recall tests in their lessons which are geared to this

# Organisational Procedures

purpose and should not be seen as a source of worry. Teachers will be working hard to provide the necessary support, for groups and individuals, to help all pupils gain confidence and make progress.

We are very keen to acknowledge the tremendous effort that our children have put into their work over this period of remote learning and will be sending a BfL report based on this by the end of next week.

In Appendix B we have attached a full breakdown of the content of student's PE lessons and equipment that will be required.

## **Homework**

Students will be set homework in the normal manner, from 8<sup>th</sup> March. This needs to be completed in detail and submitted on time to the relevant member of staff. *Completion is no longer optional from this date.*

## **Music Lessons**

Peripatetic music lessons will continue, virtually.

## **Extra-Curricular Activities**

A programme of extra-curricular activities after school will commence on Monday 15<sup>th</sup> March. Please see The Word for details of this.

## **Food Service**

Food will be available to buy in school at second break. The cashless system will still operate. Students will need their payment swipe card. Parents who wish their children to purchase a lunch, in school, should ensure that parentpay has sufficient funds for them to do so. Each zone will have this food provision.

## **Movement within Zones**

Adults in school will be wearing HIGH VIZ tabards when on duty and when they are moving around school. Students MUST take note of this and socially distance (move aside to give the adults space).

A member of SLT and Pastoral team will be assigned to each zone.

To ensure the delivery of a full, broad and balanced curriculum staff will move between the zones.

Students must stay within their zone. They will move to classrooms within their zone and have an allocated space for break and lunchtime and designated toilets for their zone. As normal, we ask that students do not interrupt learning time by asking to go to the toilet, however if a student requests to go to the toilet or needs to leave the room, for any reason, permission will be granted where this request is reasonable.

## **Face Coverings**

Face coverings should be worn in all school buildings including classrooms where 2 metre social distancing cannot be maintained. We recommend that students have a supply of spare masks with them.

# Organisational Procedures



## House Tutors:

Please note that Miss Ali will be 8LKI's house tutor on return as Mrs King is now on maternity leave. We wish her all the very best and look forward to hearing news of the new arrival.

| Form                        | Form Teacher  | Notes | Room | Fire Point |
|-----------------------------|---------------|-------|------|------------|
| <b>ATLANTIS (LOB / JMI)</b> |               |       |      |            |
| 7 A JSC                     | Mrs Scobie    |       | F4   | 1          |
| 7 A ABA                     | Miss Baxter   |       | D2   | 2          |
| 8 A HBE                     | Mrs Begum     |       | C18  | 3          |
| 8 A KDU                     | Ms Durrant    |       | 104  | 4          |
| 9 A ABE                     | Miss Behreen  |       | G02  | 5          |
| 9 A SWA                     | Mr Wainwright |       | 204  | 6          |
| 10 A NRA                    | Mrs Razak     |       | G04  | 7          |
| 10 A NPL                    | Ms Plante     |       | F1   | 8          |
| 11 A MRO                    | Mr Rogers     |       | C17  | 9          |
| 11 A SHA                    | Ms Harrison   |       | C13  | 10         |

# Organisational Procedures

| <b>CHALLENGER (JWL/SCU)</b>      |                |                      |            |           |
|----------------------------------|----------------|----------------------|------------|-----------|
| <b>7 C JWH</b>                   | Mr Whan        |                      | <b>C14</b> | <b>11</b> |
| <b>7 C IHA</b>                   | Mr Hackett     |                      | <b>MR2</b> | <b>12</b> |
| <b>8 C JCH</b>                   | Mr Churchill   |                      | <b>105</b> | <b>13</b> |
| <b>8 C AHA</b>                   | Ms Haroon      |                      | <b>100</b> | <b>14</b> |
| <b>9 C SRE</b>                   | Mrs Read       |                      | <b>C16</b> | <b>15</b> |
| <b>9 C HLA</b>                   | Mrs Latham     |                      | <b>G03</b> | <b>16</b> |
| <b>10 C AHU</b>                  | Miss Hughes    |                      | <b>C2</b>  | <b>17</b> |
| <b>10 C JHA</b>                  | Miss Hancock   |                      | <b>G01</b> | <b>18</b> |
| <b>11 C BPO</b>                  | Ms Pollock     |                      | <b>C4</b>  | <b>19</b> |
| <b>11 C GGA</b>                  | Mr Gara        |                      | <b>B1</b>  | <b>20</b> |
| <b>DISCOVERY (ACO / LHA) JCB</b> |                |                      |            |           |
| <b>7 D SMC</b>                   | Miss McCann    |                      | <b>A3</b>  | <b>21</b> |
| <b>7 D JOG</b>                   | Mr Ogier       |                      | <b>D4</b>  | <b>22</b> |
| <b>8 D LKI</b>                   | Miss Ali       | Ex Mrs King          | <b>D3</b>  | <b>23</b> |
| <b>8 D LWA</b>                   | Mrs Watkins    |                      | <b>C9</b>  | <b>24</b> |
| <b>9 D MSA</b>                   | Miss Savva     |                      | <b>C6</b>  | <b>25</b> |
| <b>9 D MMU</b>                   | Miss Munn      |                      | <b>E3</b>  | <b>26</b> |
| <b>10 D DBU</b>                  | Mrs Burnham    |                      | <b>102</b> | <b>27</b> |
| <b>10 D HSN</b>                  | Mrs Snell      | Supported by LTA NQT | <b>101</b> | <b>28</b> |
| <b>11 D JBA</b>                  | Mr Bate        |                      | <b>C5</b>  | <b>29</b> |
| <b>11 D EGA</b>                  | Ms Garcia      |                      | <b>F3</b>  | <b>30</b> |
| <b>ENDEAVOUR (JJO / JBL) UHU</b> |                |                      |            |           |
| <b>7 E BRO</b>                   | Miss Ross      |                      | <b>C12</b> | <b>31</b> |
| <b>7 E MMA</b>                   | Mr Marsh       |                      | <b>E2</b>  | <b>32</b> |
| <b>8 E CNI</b>                   | Mr Nicholls    |                      | <b>A1</b>  | <b>33</b> |
| <b>8 E JBR</b>                   | Mr Bridgewater |                      | <b>201</b> | <b>34</b> |
| <b>9 E EYO</b>                   | Miss Yorke     |                      | <b>203</b> | <b>35</b> |
| <b>9 E ALW</b>                   | Mrs Lawrence   |                      | <b>E8</b>  | <b>36</b> |
| <b>10 E JHU</b>                  | Mrs Hughes     |                      | <b>A6</b>  | <b>37</b> |
| <b>10E AMK</b>                   | Miss Kay       |                      | <b>C8</b>  | <b>38</b> |
| <b>11 E RRA</b>                  | Mr Ramkhelawon |                      | <b>C3</b>  | <b>39</b> |
| <b>11 E MDU</b>                  | Mr Duffy       |                      | <b>E6</b>  | <b>40</b> |

# Organisational Procedures

## Zones:

| Area of School | Year Group         | Pastoral Support<br>(available in the year group zones) | Progress and Development Leader (PDL)   |
|----------------|--------------------|---|---|
| Zone 1         | Year 7             | Mrs White   | (Year 7 only – PDL is their house PDL )<br>Atlantis: Miss O'Brien<br>Challenger: Mr Williams<br>Discovery: Mr Cooney<br>Endeavour: Miss Johnson |
| Zone 2         | Year 8             | Mrs Cull  | Mr Williams   |
| Zone 3         | Year 9             | Mr Miller   | Miss O'Brien  |
| Zone 4         | Year 10            | Mr Blunt  | Miss Johnson  |
| Zone 5         | Year 11            | Miss Hall   | Mr Cooney   |
| Zone 6         | Sir Edmund Hillary | Miss Yu / Mrs Allen                                     |   |



# Behaviour

## Behaviour

The Behaviour for learning policy still remains and will be followed. If students receive detentions then they will be sanctioned centrally within their zones. These will be administered by the Heads of House and the Pastoral Managers. They will remain with the pastoral team / staff until the end of the sanction, then escorted from the school site. Detentions will take place Wednesday, Thursday and Fridays.

If a student disrupts learning then they will be removed from the lesson and placed in isolation. They will be sanctioned for their poor behaviour. There is no time to waste and the disrupting of learning for others will not be tolerated.

Students who are unable to keep other members of the school community safe, unable to follow the Covid code of conduct or conduct themselves in a manner which goes against the behaviour for learning policy, will find that serious sanctions are imposed. This includes the use of exclusion

## Equipment List

- **Full school uniform** (see below)
- A large school **bag** – students will be bringing their own exercise books to and from school each day – no book will be kept by staff in classrooms
- Student must bring **pens / pencils / ruler** (suggest the multi coloured pens, interchangeable biros)
- Correct **PE kit** – when required  
Students must wear Light Hall PE kit  
Students are permitted to wear a black track suit over the top (no hoodies / no leggings)  
Blazers must also be worn over the top
- Personal supply of individual hand sanitiser permitted (school will provide wall mounted sanitiser dispensers)
- Packet of tissues
- There will be **NO** access to lockers (we are not able to move students between zones)
- Face covering and spare face coverings
- Packed lunch, if required

## Uniform List

### UNIFORM POLICY



# Uniform Policy

THE BEST FROM EVERYONE, ALL OF THE TIME

SEPTEMBER 20- JULY 21

Our uniform bears our logo, which represents our core values. Our uniform should be worn with pride. Students are expected to adhere to the uniform rules and present themselves smartly every day as they would in the world of work.

### SHOES

We do appreciate that shoes can be an expensive item for parents to buy and we are therefore keen to ensure the correct version is purchased. Your child may tell you differently. Trainer type shoes are not permitted, nor are canvas pumps, trainers or mules. There should be no added "bling" in the form of glittery stones and studs. Shoes should be flat or with a minimal heel, sensible plain style. Black, clean and polished.

Below are examples of shoes the school deems unacceptable.



### JEWELLERY & PIERCINGS

A watch for telling the time and one small plain metal stud in each pierced ear lobe are permitted. These must be removed for safety reasons during PE lessons.

No large earrings, glass studs or stretchers.

Only one plain stud per ear lobe is permitted for pupils with pierced ears. No other body piercings are allowed, or piercings covered with plasters.

If your child is going to have their ears pierced please ensure this takes place at the beginning of the six week holiday so that pupils are able to remove earrings if requested without still undergoing the "settling in" period.

### MAKE-UP, NAIL VARNISH & FALSE EYE LASHES

Make-up is inappropriate with school uniform and should not be worn.

No nail varnish or false nails to be worn.

False eyes lashes are unacceptable due to Health & Safety concerns.

### HAIRCUTS & ACCESSORIES

Conventional hairstyle/colour. No coloured hair/stripes shaved in. Hair not be shorter than a 'No. 2'. cut. Hair accessories must be functional, small and black.





### LIGHT HALL UNIFORM (BOYS & GIRLS)

- Black Blazer with Badge
- Black Trousers (conventional width – no tight fitting trousers)
- Black Pleated School Skirt (supplied by either Early Years, Clive Mark or Concept school wear) with pre-embroidered tree on the hemline. The hemline must be on the knee
- Black Straight Skirt supplied by either Early Years, Clive Mark or Concept school wear) with pre-embroidered tree on the hemline or alternatively a black straight skirt can be purchased from a high street store and a badge purchased from school to be sewn onto the hemline (front left). This hemline must be on the knee. The skirt fabric must not be stretch, tube, knitted, leather or faux leather
- Black Socks/Tights. We recommend that tights are worn with skirts.
- White Collared Shirt
- School House Tie – Clip-on
- Black formal shoes (no pumps or trainer style)
- Plain black V neck sweater (to ensure that tie can be seen). No hoodies, sweatshirts or logos.
- Appropriate outdoor coat (no denim, no logos, no hoodies, no sportswear, no leather)
- Headscarves to be plain black only

### SPORTSWEAR (BOYS & GIRLS)

- Light Hall Polo Shirt with Light Hall Badge
- Black Shorts with Light Hall Badge or Light Hall Skort
- Universal Sports Top with Light Hall Badge
- Shin Pads
- Black Football Socks
- Trainers
- Gum Shield (advisable for hockey and rugby)
- Football Boots (required for football or rugby)

### OPTIONAL

School Base Layer – black

School Track Suit bottoms (from approved supplier with logo)

***All students uniform should be clearly named.***

***All students should have an appropriate school bag, suitable to carry a day's books and their pencil case.***



**Entrance (Year 7)**



**Entrance (Year 8)**

# School Zones



**Entrance (Year 9)**



**Zone 4 Entrance (Year 10)**



**Entrance (Year 11)**

**Risk Assessment Document:**

The whole risk assessment can be found on our website <https://www.lighthall.co.uk/covid19-updates/>

# Additional Information

## **Additional information available on**

<https://www.lighthall.co.uk/covid19-well-being-for-all/>

## **Government guidance for re-opening of schools**

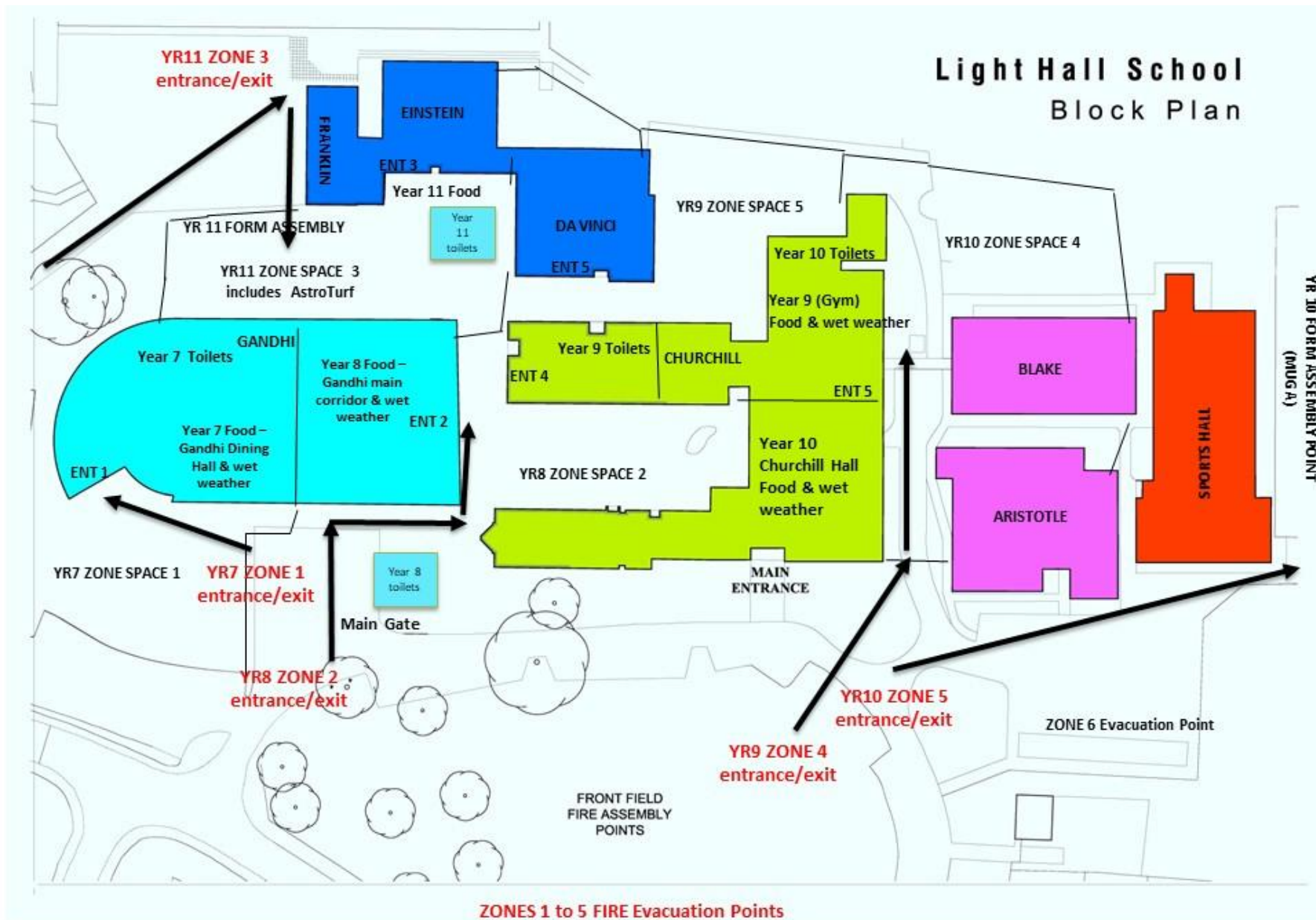
<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

## **Useful links and websites for support**

Please refer to our COVID Well Being page on our website. The link is :

<https://www.lighthall.co.uk/covid19-well-being-for-all/>

# Appendix A – School Map & Zones



# Appendix B – PE Curriculum & Equipment Required

We would like to share with you the format and activities for PE lessons during the remainder of this half term. As a reminder; in relation to the COVID-19 pandemic we are currently following the whole school procedures, advice from the Association for Physical Education (AfPE) and sport specific national governing bodies (where appropriate in school). Due to this advice, the curriculum is largely based outside or in appropriately sized indoor spaces. It is also worth mentioning that due to the re-organisation of the school into year group zones, some indoor spaces are currently needed to serve other roles for students and are therefore unavailable for PE. For example, the gym is required to accommodate mass testing for at least the first two weeks when students return.

## **FAQ**

### **What are the PE Kit requirements?**

These remain the same throughout the year. A full list of kit requirements can be viewed here; <https://www.lighthall.co.uk/parents-information/school-uniform/>

### **Will the students go outside in cold weather?**

We aim to keep students as active as possible and will continue with lessons in cold weather, obviously with safety being a priority. However, students are encouraged to wear layers to stay warm and plan ahead. For example, in colder weather students could wear a black base layer/skin, with their polo shirt and universal games shirt over the top. This combined with tracksuit bottoms would be much preferable to a skort/shorts and polo shirt on a cold day.

### **Will the students go outside if it's raining?**

Firstly, students should continue to arrive at school in their PE kit on the days they have PE lessons. In heavy rain the students will not go outside for PE. In other conditions i.e. light intermittent rain the discretion of the teacher will be used. We obviously will not allow students to get drenched period one and stay in the same clothes all day!

### **What happens if students are unable to go outside due to the weather or conditions?**

If we are unable to take groups outside and there is no indoor space available, we have prepared a series of classroom based PE lessons and will teach the theoretical principles of PE, for example diet, fitness principles, health and wellbeing or topical issues within sport.

Below is an overview of the PE curriculum for the next half term, you can find out which group your child is in by looking at their timetable, Microsoft Teams or Show My Homework. On the day they have PE it will state the class code for example 7H/2 or 10L/3 you can use this to find the order in which your child will be covering certain activities alongside the dates.

**Football** – For football on the field, students will need studded boots, these can be metal or moulded studs, they will also require shin pads (for football). They should still come to school in trainers with their boots in a bag. Astro-turf trainers are not permitted on the field. For football/invasion on the astro-turf, they will require trainers and shin pads. Striking and fielding groups on the field will **NOT** require studded boots.

# Appendix B – PE Curriculum & Equipment Required

## Years 7 – 9

|             | W/C                       | H/L1                            | H/L 2                   | H/L3   | H/L4                          | H/L5                                |
|-------------|---------------------------|---------------------------------|-------------------------|--|-------------------------------|-------------------------------------|
| SPRING<br>2 | 8 <sup>th</sup><br>March  | Football<br>*Field              | Football<br>*Astro turf | Invasion<br>*Astro turf                            | Netball<br>*Netball<br>Courts | Dodgeball/Badminton<br>*Sports Hall |
|             | 15 <sup>th</sup><br>March | *studded<br>boots<br>*shin pads | *shin pads              | *shin pads   |                               |                                     |
|             | 22 <sup>nd</sup><br>March | Striking &<br>Fielding          | Striking &<br>Fielding  | Striking &<br>Fielding                             | Striking &<br>Fielding        | Striking & Fielding                 |
|             | 29 <sup>th</sup><br>March | *Astro Turf                     | *Field                  | 22/3 -<br>Courts<br>29/3 – Gym<br>Can use<br>field | *Sports Hall                  | *Astro Turf                         |

## Year 10

|             | W/C                       | H/L1                    | H/L 2                   | H/L3   | H/L4                          | H/L5                                |
|-------------|---------------------------|-------------------------|-------------------------|--|-------------------------------|-------------------------------------|
| SPRING<br>2 | 8 <sup>th</sup><br>March  | Football<br>*Astro turf | Football<br>*Astro turf | Table<br>Tennis                                    | Netball<br>*Netball<br>Courts | Dodgeball/Badminton<br>*Sports Hall |
|             | 15 <sup>th</sup><br>March | *shin pads              | *shin pads              | *LSH   |                               |                                     |
|             | 22 <sup>nd</sup><br>March | Striking &<br>Fielding  | Striking &<br>Fielding  | Striking &<br>Fielding                             | Striking &<br>Fielding        | Striking & Fielding                 |
|             | 29 <sup>th</sup><br>March | *Astro Turf             | *Field                  | 22/3 -<br>Courts<br>29/3 – Gym<br>Can use<br>field | *Sports Hall                  | *Astro Turf                         |



# Appendix B – PE Curriculum & Equipment Required

## Year 11

|             | W/C                       | H/L1                            | H/L 2                   | H/L3   | H/L4                          | H/L5                                |
|-------------|---------------------------|---------------------------------|-------------------------|--|-------------------------------|-------------------------------------|
| SPRING<br>2 | 8 <sup>th</sup><br>March  | Football<br>*Field              | Football<br>*Astro turf | Invasion<br>*Astro turf                            | Netball<br>*Netball<br>Courts | Dodgeball/Badminton<br>*Sports Hall |
|             | 15 <sup>th</sup><br>March | *studded<br>boots<br>*shin pads | *shin pads              | *shin pads   |                               |                                     |
|             | 22 <sup>nd</sup><br>March | Striking &<br>Fielding          | Striking &<br>Fielding  | Striking &<br>Fielding                             | Striking &<br>Fielding        | Striking & Fielding                 |
|             | 29 <sup>th</sup><br>March | *Astro Turf                     | *Field                  | 22/3 -<br>Courts<br>29/3 – Gym<br>Can use<br>field | *Sports Hall                  | *Astro Turf                         |

Please refer any queries to Mr Churchill, subject lead for PE. (jchurchill@lighthall.co.uk)