



Hove Park School
"Together We Achieve"

Nevill Campus: Nevill Rd, Hove, East Sussex, BN3 7BN
Tel: +44 (0)1273 295000/1 Fax: +44 (0)1273 295009

Valley Campus: Hangleton Way, Hove, East Sussex, BN3 8AA
Tel: +44 (0)1273 295002/3 Fax: +44 (0)1273 294994

Email: office@hovepark.org.uk

Mr Jim Roberts- Headteacher

1st September 2020

Dear Year 7 student,

We hope that you had an enjoyable summer break and that you are looking forward to getting back to school.

Below is a letter we sent to students before the summer holidays with some information about the use of face masks in school, highlighted in red. As Headteacher Mr Roberts has already said in his recent letter, if you would like to wear a face covering in communal areas and corridors, then make sure that you discuss this with your parents/carers and ask them to contact the Year office so we can provide the appropriate support.

We've attached the Brighton & Hove bus service information/times and just as a reminder you must have a face mask when using public transport.

In the interest of safety and wellbeing for students and staff, all students must take full responsibility for following the procedures and expectations outlined in the table below;

Term will start on Monday 7th September, 8.30am with Year 7 students lined up in tutor groups on the North Playground.

We will be there to direct you and look forward to seeing you then.

Kind Regards

Head of Valley Campus – Mr Paul

Head of Year 7 – Ms Satterly

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Expectations for students Autumn 2020

Protecting yourself and others from Covid-19

The following sets out the actions and expectations for you to ensure as far as possible, a safe environment for both students and staff, to work and learn. It is important to emphasise that all students have a responsibility in helping manage the risks and following the new routines.

Preparing for School

Actions & expectations	Notes
Uniform expectations. You must wear full school uniform.	Any non-uniform items must be removed before entering the school building. Parents/carers will be contacted about any missing items of uniform.
You need to bring a school bag, your own stationery and equipment.	No pens / pencils / rulers will be provided. You will not be able to borrow from your friends. You will be responsible for taking your new books home and bringing them in for lessons.

Travelling to School

Wherever possible you should walk, ride or be dropped off at school.	It is important that social distance is maintained. In the interest of student safety parents/carers who wish to drive their child to school must not drive into the school campus nor stop immediately outside the school gate on the yellow road markings. Parents/carers must stop a safe distance away from the school gate, respecting the law.
If you use public transport you must wear a face mask.	In line with the guidance sent out by the Local Education Authority

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Arriving at School

<p>You will line up outside and be lead to class by staff.</p> <p>As you enter the building you will be expected to use the hand sanitisers and go directly to class.</p> <p>Areas of the Campus will have one way systems and zones for each Year Group.</p>	<p>Arrive to school five minutes before your start time.</p> <p>On Nevill Campus line up on the tennis courts.</p> <p>On Valley Campus line up on the playground.</p> <p>Additional hand sanitisers have been installed.</p> <p>Follow and respect the one way & zone signs that are visible around the Campus.</p>
<p>In-line with the changes to the mobile phone policy sent out last term, you will be required to put your mobile phone in a locker in the room.</p>	<p>All lockers and keys will be cleaned each day.</p> <p>This new measure will ensure you can focus on your learning without potential distraction and staff will not be required to address issues related to mobile phones.</p>

Lesson and learning time

<p>You will be directed to a specific seat.</p> <p>Staff will reinforce key messages at the start of the lesson</p>	<p>Arrive to school, ready for your start time.</p> <p>You must stay in your seat in your lessons and focus on your learning.</p> <p>Key messages include arrangements for accessing the toilet, social distancing, asking for help and where you go in the event of an alarm.</p>
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Break times

Actions & expectations	Notes
<p>Morning break</p> <p>Only use specific areas as directed by staff, avoid areas 'out of bounds' and maintain social distance wherever possible.</p> <p>Optional use of Face coverings</p>	<p>Outside on Nevill Campus the tennis courts and the field next to the tennis courts.</p> <p>Outside on Valley Campus the North playground and field.</p> <p>During wet weather the classrooms in the specific zones for each Year Group will be open at break.</p> <p>Students can wear face masks in communal spaces and corridors during break & lunch time.</p> <p>Please refer to the guidance which your Head of Year will send to parents & carers who wish that their child wears a face mask.</p>
<p>Lunch break</p> <p>Only use specific areas as directed by staff, avoid areas 'out of bounds' and maintain social distance wherever possible.</p>	<p>You will access the canteen only at specific times as directed by staff and maintaining social distance.</p> <p>Outside on Nevill Campus the tennis courts and the field next to the tennis courts.</p> <p>Outside on Valley Campus the north playground and field.</p> <p>During wet weather the classrooms in the specific zones for each Year Group will be open at lunch break.</p>
<p>End of Breaks</p> <p>As you enter the building you will be expected to use the hand sanitisers and go directly to class.</p>	<p>Maintain social distance.</p> <p>Go straight to your time-tabled classrooms following and respecting the one way systems and the Year Group zones.</p>

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Leaving School

You are expected to exit the school building exactly the way you were expected to enter.	You will collect your mobile phone as directed by staff maintaining social distance and sanitising hands. Remember other classes may be ongoing.
Leaving the School Campus you must maintain social distance.	It is important that students do not gather outside the gate or wait for friends. Parents / Carers who wish to collect their child from school must not drive into the school campus nor stop immediately outside the school gate. Stop a safe distance away from the school gate, respecting the law.

Feedback

If you have any concerns or feedback about how the arrangements are working – please e-mail the following staff.	Head of Valley Campus – Mr Paul spaul@hovepark.org.uk Head of Year 7 – Ms Satterly esatterly@hovepark.org.uk
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