

## **Arrangements for full re- opening of Khizra Mosque Supplementary school in April 2021 for parents.**

### **PLANS FOR FULL REOPENING OF KHIZRA MOSQUE SUPPLEMENTARY SCHOOL IN APRIL 2021**

#### **Staff and Student Health and Wellbeing**

Health and wellbeing are a paramount concern for us. Please be assured that all health and safety regulations have been applied to ensure, as far as possible, that all staff and students all remain safe and well during these unprecedented times. If you have any concerns of any nature please do not hesitate to bring these to the attention of the admin team immediately. Every effort will be made to support you and to accommodate your needs where possible, Insha'Allah.

**Please do not send your child to school if they have any of the typical Covid-19 symptoms:**

**a high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)

**a new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)

**a loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

**You can arrange a test for her at: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-an-antigen-test-to-check-if-you-have-coronavirus/>**

**If asked to self isolate-** Also please do not send your child to the supplementary school if your child has been asked to self isolate due to a family member living with them having Covid symptoms or having tested positive for covid-19 or have been asked to self isolate from school.

#### **1. Grouping of Bubbles/Teaching Areas**

##### **Bubble:**

##### **Weekday social bubble-**

Social bubble 1- nursery, reception A, reception B

Social bubble 2- stage 1 girls-4b girls and girls hifz classes

Social bubble 3- stage 1 boys-4b boys and boys hifz classes

##### **Weekend social bubble-**

Social bubble 1- nursery, reception A, reception B.

Social bubble 2- remaining classes on weekends

Students will be grouped in separate “bubbles” to reduce the risk of contamination due to widespread social contact. They will be taught in the same classroom all day, and will be

allocated their own seat. Teachers will move between the rooms so that students do not mix with students from the other “bubble” during lesson change over.

Where extra rooms or areas have to be used, they will be cleaned between use by different bubbles.

## **2. Entry and Exit of Students**

### **Weekday school start time.**

Time of Entry at start of school day:

social bubble 1- 4.45pm

social bubble 2- 4.50pm

Social bubble 3- 4.55pm

Area of entry on Arrival for all will be main entrance on Brideoak street side. Students will stand outside and will be received by their teachers and then taken to their classes.

All students will clean their hands prior to entry in to the class room and will be seated in a place allocated to each student prior to starting the sessions. Please can parents ensure students use the toilet and have Wudu prior to attending the Mosque to reduce time wasted in the toilets and for safety reasons. There will always be exceptions which will be permitted.

### **Time of Exit at end of school day:**

social bubble 1- 6.15pm

social bubble 2- 6.20pm

Social bubble 3- 6.25pm

Area of exit at end of school day will be again via Brideoak street exit into the car park. Parents or carers must not attend inside the building and are to collect students from outside in the car park.

### **Weekend school start time.**

Time of Entry at start of school day:

Social bubble 1- 11.30am

Social bubble 2- 11.35am

Area of entry on Arrival for all will be main entrance on Brideoak street side. Students will stand outside and will be received by their teachers and then taken to their classes.

All students will clean their hands prior to entry in to the class room and will be seated in a place allocated to each student prior to starting the sessions. Please can parents ensure students use the toilet and have Wudu prior to attending the Mosque to reduce time wasted in the toilets and for safety reasons. There will always be exceptions which will be permitted.

## **Time of Exit at end of school day:**

Social bubble 1- 1.30pm

Social bubble 2- 1.35pm

Area of exit at end of school day will be again via Brideoak street exit into the car park. Parents or carers must not attend inside the building and are to collect students from outside in the car park.

## **Start of day routine:**

The front door for the Supplementary School will open at 4.40pm and closed at 5.05pm and late entries via main entrance will enter via the intercom system. If a student is late on a regular basis or not able to attend on certain days due to other activities please fill in a form in reception and inform our admin team.

## **End of day routine:**

Students leave via the appointed entrance from 6.15pm onwards and close at 6.35pm. To ensure the safety of students leaving the school premises. Please arrive on time to pick up your children.

## **3. Book centre arrangements**

The book centre will open at 4.40pm until 5.30pm with an opportunity for parents and students to buy items. Please note social distancing will be in place and students must remain in their bubbles. This will not take place immediately on opening the school and will take place after some weeks or sooner.

## **4. Food and Drink**

- No school snacks to be provided or chocolate or other food items to be brought in by students during school time.
- All students to bring a bottle of water if needed as water coolers will be out of use.
- No sharing of food amongst students allowed.

All other usual rules regarding food and drink still apply.

## **5. Prayer Time**

Students will be expected to bring their own prayer mat (or travel prayer mat) and their own Mushaf/Quran. Salah will still be led in Jama'ah in their bubbles if prayed at mosque. Wudu facilities will be socially distanced. Students must do wudu at home and only use facilities allocated to their bubble.

## **6. Lockers**

Due to the Covid-19 restrictions, to reduce crowding in enclosed spaces, lockers will not be available for at least the first term. Students can leave their personal belongings under their desks or next to their seated place in their form rooms during the school day, but must take everything home with them at the end of the school day. Classrooms will be locked at all other times.

## **7. Sharing of Equipment/Stationery**

To reduce the risk of cross contamination, there will be no sharing of equipment and stationery. All students must bring their own pens, pencils, erasers etc. - staff are not permitted to lend equipment to students. No sharing of textbooks.

## **8. School Uniform**

Students are required to wear a jubba in white or black for boys and jibab in black or blue for girls to school.

## **9. Extra-curricular Clubs and Activities**

External extra-curricular activities, including trips, will be suspended but initiated over the course of the weeks. Internal activities during school time may be carried out, but only if all health and safety measures can be observed.

## **10. Book centre**

Due to Covid-19 requirements, to reduce the risk of cross contamination only students from bubbles can visit together and no mixing at any stage.

## **11. Communication with Parents**

The main means of communication will be via telephone, emails, sms, social media and website.

Any essential face-to-face meeting can only be held if all social distancing guidelines have been met, and arranged by appointment only, except in case of emergencies.

There will be no face-to-face parents' evenings for the first term at least. We hope to be able to hold parents' evenings later in the academic year.

## **12. Behaviour policy**

As always excellent behaviour is our expectation from all students and behaviour policy will be followed with sanctions and rewards as per behaviour charts.

## **13. Catch up Provision and Curriculum Support**

Some extra support may be provided for those students who have struggled over the last year.

## **14. Parental Meetings**

Parental meetings in school will be strictly by appointment only, except in the case of emergency. A parent consultation will take place prior to opening of the mosque and a text message will be sent to parents for this purpose.

## **15. Risk Assessment**

Please refer to the whole school risk assessment which is available from school on request.

## **17. COVID Behaviour Policy**

The normal school code of conduct will apply and additional sanctions will be applied for students who contravene any Covid-19 health and safety measures, for example, entering non designated areas, use of wrong toilets, sharing of food and equipment, unnecessary physical contact, e.g. holding hands and hugging.

We expect all students to adhere to the Covid-19 health and safety measures and to be sensitive to the health and wellbeing of others at all times, therefore any exaggerated/prank/unsafe coughing will incur a severe sanction.

## **18. Advice for parents regarding children attending the supplementary School.**

In particular, we need your child to follow each of the rules outlined below (for all students):

- Only attend school if you and all members of your household do not have Covid-19 related symptoms.
- Wear a mask or face covering if using public transport.
- Try not to car share. If you do have to car share wear a face covering and ensure windows are open.
- Arrive to school and leave to go home at the designated time. Do not congregate in school at the end of the day.
- Use a hand sanitiser to disinfect hands on entering and leaving school and each lesson within the day.
- Wash hands with soap regularly during the day.
- Stick to your 'bubble' at all times.
- Avoid physical contact at all times. No hugs, shaking hands etc. Maintain as much distance from others as possible.
- In the classroom, do not move the table, chair or benches. Avoid touching displays and other surfaces. Wipe specialist equipment before and after use.
- Do not share belongings (stationery, food etc) with others.
- Use your designated toilets only. Only enter the toilets if there is a free cubicle.
- Where families have siblings, students should arrive at the designated time for the younger sibling.

- Once main school students arrive, they should report immediately to their designated registration venue. Students must not congregate in corridors or community hall.
- Unless your child has a medical need or other vulnerability, parents should avoid coming to the school reception. If you need to do this, please drop off your child at the time allocated to your bubble.
- Upon entering school, students will be asked to use a hand sanitiser.
- At the end of the day, students will be asked to use the hand sanitiser before leaving their final lesson.
- To reduce crowding on leaving school
- Once students are dismissed, they should immediately leave the building and school grounds. Students must not wait inside the school building.
- If a child has been advised to self isolate from their day school or for any other reason then they **MUST NOT** attend Khizra Mosque Supplementary School during this period of self isolation to reduce risk of infection and transmission.
- If your child has travelled from abroad from an area where you are required to quarantine and self isolate for a low roof of 2 weeks then please ensure you do this and **DO NOT** send your children to the Supplementary School.
- **Students should bring a prayer mat and face mask if in stage 3a and above or if in secondary school in day school and in one of our hifz classes. For younger children it is optional.**

Khizra Mosque Supplementary School will reopen for face to face classes on the following dates for the classes from last academic year:

- **Saturday 17<sup>th</sup> April 2021 for Bubbles 1 & 2 weekend students at set bubble times as above**
- **Monday 12<sup>th</sup> April 2021 for Bubbles 1, 2 & 3 weekday students at set bubble times as above**

**Please note those students who have left the school and/or stopped paying fees and want to return will need to contact admin staff prior to sending their students as those who have continued to pay and attend will be given priority for the initial period and more students will only be taken dependant on our capacity. If any questions please contact our admin team.**

We really appreciate your support with this. If you have any concerns or queries, or need support in any way, please contact the school.

**Please remember the Mosque in your prayers.**

**Yours sincerely**

**Khizra Mosque Education Team**