

Student Protocol – December 2021

- Our priorities are:
 - to support your wellbeing;
 - progress learning;
 - continue to develop skills;
 - maintain our broad and balanced curriculum;
 - follow the health and safety guidance provided.

Our School Routines

- The School Day:
 - You should come dressed in your full school uniform and please bring stationery for your own use with you.
 - On days when you have PE, please come into school in your PE kit, you can remain in your PE kit all day
 - Seating plans will be provided by your teachers
 - Parental collection in Bus Bay from 3.20pm onwards; parents must remain in vehicles
 - You will need to leave the school building by 3.20pm each afternoon (unless attending period 6 lessons or after school activities), allowing our Site Team to complete their duties

MCS Daily Routine Trefn Ddyddiol YGT		
TIME	Years 7, 9 & 11	Years 8, 10, 12 & 13
8:45 AM	Registration	Registration
9:00 AM	Lesson 1	Lesson 1
9:50 AM	Lesson 2	Lesson 2
10:40 AM	Break 1	Lesson 3
11:10 AM	Lesson 3	
11:30 AM		Break 2
12:00 PM	Lesson 4	Lesson 4
12:50 PM	Break 3	Lesson 5
1:20 PM	Lesson 5	
1:40 PM		Break 4
2:10 PM	Lesson 6	Lesson 6
3:00 PM	<i>End of School Day</i>	<i>End of School Day</i>
3:10 PM		Lesson 7 - Y12 & 13

- Wellbeing and Inclusion Staff will be available in throughout the day, should you need support or feel unwell

Maintaining the Safety of All

- Use of Face Coverings:
 - Face coverings are compulsory in all areas of the School, unless outside or whilst eating.
 - Face coverings should cover the mouth and nose
 - Frequent putting on and taking off is not advised as this can contaminate the hands and face
 - When face masks are not in use during the day, they should be safely stored
 - Face coverings must be worn on any public and home to school transport
- Please keep an appropriate distance from your peers and the staff working with you when moving around the building.
- Advice remains not to car share for your journey to and from school.
- Sanitising stations are available by each entry point into the building, hand sanitiser must be used on entry and exit.
- Each classroom is set up with forward facing seating where possible (you should remain in your front facing desk) and stations with hand sanitiser, tissues and anti-bac wipes are available, please sanitise your hands on entry and exit to each classroom.
- Please bring your own stationery and avoid sharing with others.
- Fire Evacuation Muster Point will be the Active Zone– in the event of an emergency evacuation as always you should exit via your closest route. When you reach the muster point you follow the usual process and line up with your form group.
- Cleaning – toilets will be part of our enhanced cleaning schedule, cleaned prior to and following all breaks. Rooms will be cleaned/sanitised at the end of each day.
- Students in Sixth Form are permitted to leave the site and return during the School day but are reminded to take sensible precautions at all times to limit the spread of the virus.
- If you have any symptoms of Covid-19 you must self-isolate and follow the latest Government Policy - <https://gov.wales/self-isolation>

If a student chooses not to comply with the expectations above, which are in line with Welsh Government Operational Guidance and the MCS risk assessment (as agreed by Monmouthshire County Council), the school maintains the right to request the student is collected from school.