



# Hebburn Comprehensive School

Campbell Park Road, Hebburn, Tyne & Wear, NE31 2QU

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DRT/KM

Head Teacher: Mr D R Thompson

18 September 2020

Dear Parent / Carer

**Re: The compulsory wearing of face coverings /masks in communal areas from Monday 21 September**

I hope all families are safe and well.

Due to the restrictions placed on the North East of England by the government, I'm writing to inform parents and carers that, **from Monday 21 September**, face coverings will be compulsory in all communal areas in school.

For our school this means:

- When arriving on the school premises at the start of the day.
- In the yard at break and lunchtimes.
- On corridors and stairwells.
- In the covered space between the main building and the dining hall (Year 11 should continue to wear their face covering/mask on the one-way system when crossing the yard).
- Before and after eating lunch in the dining hall.
- Leaving the school premises at the end of the day.
- Pupils do not have to wear face coverings/masks in classrooms, but this will be kept under review.
- Based on government guidance, if your child is exempt from wearing a face covering, please contact the school at [office@hebburn.net](mailto:office@hebburn.net) outlining the reason. A member of staff may contact you to seek further clarification.

## PROTOCOLS IN SCHOOL

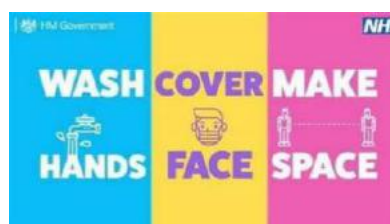
- As soon as pupils enter the school premises, they should be wearing a face covering/mask. Pupils should keep the face covering/mask on until they enter the classroom, where the face covering/mask can be removed.
- Pupils travelling on public transport must wear a different face covering/mask in school. Pupils should bring a spare one for that purpose.
- Please note that, following guidance from the Council's health and safety team, a face shield is not classed as a face covering because it does not fit tightly around the nose and mouth. Therefore, pupils must wear a fabric face covering or mask, **unless pupils that are exempt from wearing masks on medical grounds would prefer to wear a face shield.**
- When wearing a face covering/mask, pupils should still maintain social distancing.
- Pupils should avoid touching or playing with the mask.
- Please ensure that fabric face coverings are washed regularly.
- Masks should be removed using the straps only.
- Hands should be sanitised after handling face coverings/masks.
- When the face covering/mask is not being worn, it must be put away in a sealable plastic bag (a sandwich bag would be ideal).
- Pupils should not share face coverings/masks.
- Fabric face coverings should be plain with straps. They should not include any writing, logos or images. Pupils will be asked to remove face coverings that are not appropriate and will be given a disposable one.
- Pupils should bring their own face coverings/masks to school.

It is important to emphasise how crucially important it is that we all play our part in reducing the risk of spreading the virus.

Thank you in advance for your full support.

Yours sincerely

Mr D R Thompson  
Head Teacher



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