



Bosworth  
Independent  
College



#WeCare

# PLANNING **FOR A SAFE** SEPTEMBER

From home to campus  
with you every step  
of the way

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# CONTENTS

3. Letter from the Principal
4. Our Pledge
5. Frequently Asked Questions
6. Health, Safety and Well-being
7. The School
8. Learning at Bosworth
9. The Start of Term
10. Detailed Planning
11. Protecting Our School Community
12. Cancellation Policy



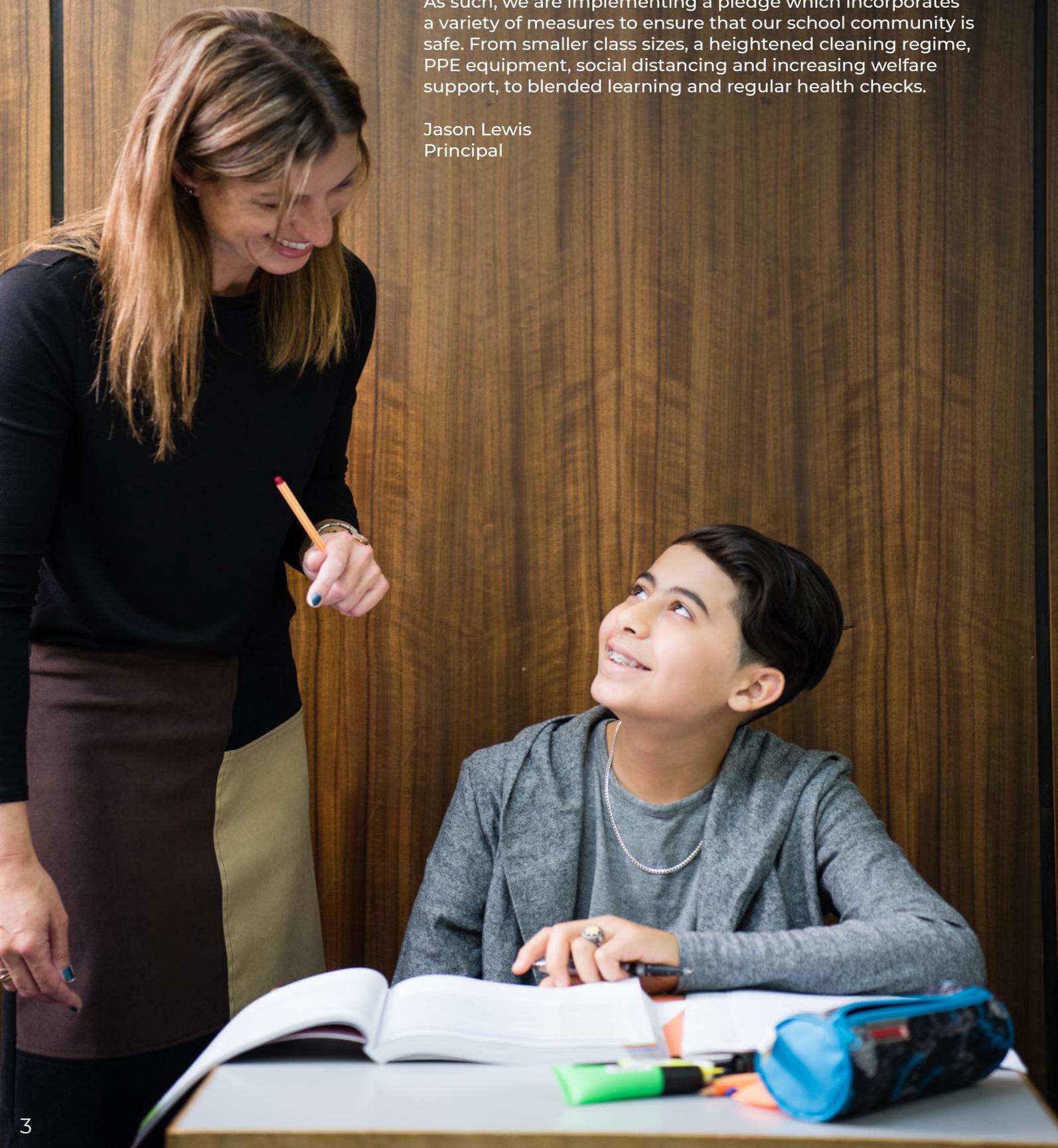
## DEAR PARENTS

At Bosworth Independent College our mission is to provide educational excellence so that every student progresses to their chosen college, university or the workplace.

As we look towards the new academic year, our academic and support teams are focused on the health and wellbeing of our students, and that is our biggest priority between now and September. We want our students to feel safe and confident about learning and living on our campus.

As such, we are implementing a pledge which incorporates a variety of measures to ensure that our school community is safe. From smaller class sizes, a heightened cleaning regime, PPE equipment, social distancing and increasing welfare support, to blended learning and regular health checks.

Jason Lewis  
Principal



# OUR PLEDGE



Bosworth  
Independent  
College

## To protect our school community

We are committed to providing the best possible care so that our school community feels safe and confident about living and learning at Bosworth.

### YOUR ARRIVAL



We will provide a **safe transfer** from the airport to our secure College facility

- We will meet and greet students at the airport. Our drivers will have received COVID-19 health and safety training. All vehicles will be sanitised prior to collecting you.
- Students will need to be tested before arriving and follow the latest UK Government guidelines.
- We have revised our deferral and cancellation policy to allow our students greater flexibility, so they can book with confidence. Our policy means that booking with us is risk-free and provides students with the option to defer to January 2022.

### YOUR HEALTH



We will provide **outstanding care and support** throughout your stay

- Our on-site medical staff will monitor the health and well-being of our College community. They have long-established relationships with local doctors and healthcare advisers, which are based at medical practices within a short distance of the College.
- We will take daily temperature checks, using infrared technology, of students and staff.
- We will provide bi-weekly asymptomatic testing for all students and staff.
- We will provide a welcome care kit on arrival to every student, which will include face masks, anti-bacterial wipes and hand sanitiser gel. Hand sanitiser gel will be freely available around the College.
- We are planning to test any student displaying COVID-19 symptoms. If they are positive, they will be placed in supervised isolation. The on-site medical staff will prescribe relevant care and consult with a doctor when necessary.
- The UK Government has made the decision to offer overseas visitors the COVID-19 vaccination without charge. This means that all international students over the age of 18 will be entitled to the vaccination once available. Students will need to register with a local GP practice once they arrive in the UK.

### YOUR SCHOOL



We will ensure you study and stay in a **safe, clean and protected College**

- To continue to aid social distancing we will maintain one way systems, classroom seating adjustments and staggered timetables.
- We will carry out increased cleaning in communal areas during the day.
- We will have a stock of essential personal items for sale in the College to help any students that happen to run out.
- In the event of any lockdown measures being implemented we will restrict exeat until such time as it is safe for students to leave and return to the College freely.
- Students will be given the option to stay with us over the Christmas holiday and experience a traditional British Christmas. From Christmas dinner to a New Year's event and a range of festive activities, students will experience a magical Christmas at one of our schools.

### YOUR SUCCESS



We will provide an **outstanding learning experience**

- If quarantine measures are in place on arrival, we will isolate students safely in the College facilities. Your induction will start online before face-to-face classes and activities begin, giving you the opportunity to make new friends and learn about the College.
- If students display symptoms of COVID-19, we will isolate them safely in the College facilities.
- In the unlikely event another lockdown occurs, all our classes will be streamed online to ensure continuity of learning and we will return face to face at the earliest opportunity.



# FREQUENTLY ASKED QUESTIONS

We want to respond to the most frequently asked questions with the information that reflects the situation as it stands at present on 23 June, 2021.

## ARRIVAL

### **What will happen when students arrive at the airport?**

As long as students have provided flight information well in advance of their arrival, we will have a team member waiting for students in the airport arrivals hall. The team member will have a sign so students can identify them. They will adhere to social distancing, help students with bags and escort them to their private transfer, directly to the school.

### **Can parents or guardians accompany students?**

Although we are restricting access to visitors, parents are able to come on site if they are able to let us know in advance and provide evidence of a negative COVID-19 test within hours of arrival.

Visitors, including parents, will not be permitted into the Boarding Houses. We will take care of all visitors in a dedicated area at the school, with refreshments on offer, while the student in their care settles into their new home before confirming their well-being prior to their departure.

### **Can a friend collect students from the airport and come to the College?**

Students can be collected by a friend or family member, but they will need to follow the visitor policy detailed in the previous question.

### **How will students be greeted on campus?**

Students will be welcomed by a member of the team who will introduce them to our College Nurse who will take their temperature and review their medical questionnaire, which will need to be completed in advance of arrival. If students are with parents there will be time to say farewell before students are given a tour of their new home with us. We will then make sure students call parents to let them know they are settled.

### **Will students be required to quarantine?**

Students may be required to observe a quarantine period if such measures are in place at the time of their arrival and adhere to government advice regarding pre and post-arrival testing. We encourage students to check UK Government website for the latest guidance: <https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england>. Students from a red list country should contact the College for advice on the possibility of self-isolation on campus.

### **September start dates for quarantining students:**

The boarding houses will be open on 9am Friday 20th August.

Day student's induction and all students' meetings will be held on Friday 3rd September.

Lessons for all students will start on Monday 6th September.

Students that are unable to arrive by the 5th September should contact [admissions@bosworthcollege.com](mailto:admissions@bosworthcollege.com) for advice and support.

### **Can students quarantine off campus before they start their face to face term-time studies?**

Students are welcome to quarantine in the UK for 10 days off campus prior to the start of term. Details will need to be provided in advance and daily temperature checks or testing will be required upon their arrival to the College.

# HEALTH, SAFETY AND WELL-BEING

## **Will students and staff be required to wear masks?**

We do not anticipate mask wearing to be mandatory in all areas of the school, however there may be areas where social distancing is not as easily achieved where masks will need to be worn.

## **Are masks available to buy in the UK?**

Yes, these are readily available online for delivery within the UK through a range of shopping websites.

## **What healthcare provision is on campus?**

We will provide outstanding care and support during a student's stay. There is a registered College Nurse on-site with responsibility for monitoring the health and well-being of our College community. The majority of health issues can be managed by the nurse.

All Bosworth boarding students are registered at Leicester Terrace Health Care Centre soon after arrival. This is a 5 minute walk from the College. Those with urgent health problems will be referred by the College Nurse to be seen immediately. Routine, non-urgent appointments can also be booked through the College Nurse.

Leicester Terrace and Bosworth have a good, long standing relationship. During weekends and evenings access to medical help can be found via the National Health Service out of hours service or in the rare case of serious illness Northampton Hospital Accident and Emergency Department. Students will be guided by the advice of the College Nurse or in her absence a trained member of the Boarding Team as to what to do.

## **What laundry facilities will there be during quarantine?**

Please bring enough clothes for two weeks as laundry facilities will be restricted during quarantine.

## **What essential protective items will be supplied by the College?**

Every student will be provided with a Care Kit on arrival. It includes items for at least two weeks: face masks, hand sanitiser, disinfectant wipes, and an information card. In addition, all students will receive a health and well-being training session as part of their induction.

## **What is the school doing to ensure no one is bullied for wearing a mask?**

Any form of bullying is not tolerated within the College. With the pandemic the wearing of masks is now becoming more common throughout the UK and attitudes have changed to people who choose to wear them. We have an extensive programme of cultural acceptance in place as part of our induction programme and will be specifically including this aspect.

## **Can students smoke during quarantine?**

Now more than ever we discourage students from smoking. All students will need to declare in advance that they are a smoker, with parental acknowledgement for students living within our boarding accommodation. There will be minimal opportunities for students to be supervised outside the building to do so. In line with our discipline policy, smoking within any College buildings or Boarding Houses is against the law and strictly prohibited, any students found to be smoking in their room will risk expulsion from the school.

## **Can students cook for themselves if they wish to during quarantine?**

Unfortunately, we will not be opening the shared kitchens for students to cook during quarantine. Food deliveries will also not be permitted during any periods of quarantine.

## On arrival

Our arrival quarantine procedures will be in line with UK government advice in September. We will be providing regular updates on Bosworth quarantine policy before the start of the Autumn term.

## If someone displays symptoms

Dedicated self-isolation areas will be prepared and ready to use should we need to place any students displaying symptoms or awaiting test results. Meals will be provided via room service to those in self-isolation.

## What does quarantine look like?

While students will be required to remain in their room for the majority of the time, we will be creating small groups in each Boarding House to allow for some social interaction. Boarding House groups will be escorted one-by-one to the dining room for hot meals - there will be no self-service. We will also allow for exercise time outside once a day for each group.

## What cleaning procedures are in place?

We will have enhanced cleaning schedules throughout the campus, but especially in public and high contact areas.

## What is the provision for day students?

All day students will need to:

- Download and engage with any government contact tracing app and be prepared to share this with College staff
- Have daily temperature checks upon arrival at the College
- Attend health assessments on request
- Provide accurate contact details for their place of stay prior to the start of term



# LEARNING AT BOSWORTH

## What does the induction programme look like under quarantine conditions?

If quarantine conditions are in place, every student will receive a one-to-one welcome on campus and an online induction. It will include:

- After online testing, students will have a one-to-one online Academic Counselling session
- A meeting with students' Personal Tutor Group in the UK
- A health & well-being learning module with an explanation of procedures we will follow to stay safe in the College
- Social activities to begin to create a community
- Physical activities (where students can social distance)

## What activities will be in place for students arriving before the official start of term?

During this period groups will begin to be established. Students will be encouraged to make friends with both new and returning students but will also be given time to unpack and adjust to being away from their families.

## What will face-to-face teaching and life on campus look like?

Face-to-face lessons will be delivered alongside heightened cleaning regimes. Currently we are expecting classes to be delivered this September as normal without the need for social distancing. In line with UK Government Guidance, there may be restrictions on Exeats and time permitted off campus at evenings and weekends.



# THE START OF TERM

**FRIDAY 20 AUGUST 09:00 TO SUNDAY 22 AUGUST 17:00**

Boarding students arrive on campus.

Students that need to quarantine **MUST** arrive on this date.

**WEDNESDAY 1 SEPTEMBER BY 21:00**

Last day for boarding students to arrive on campus.

ONLY from quarantine exempt countries.

**FRIDAY 3 SEPTEMBER**

Day student's arrival and all students' meetings

**MONDAY 6 SEPTEMBER**

Lessons start for all students



# DETAILED PLANNING

Although face-to-face lessons will be the desired norm, we will also have capacity to deliver all lessons online to pupils who are studying on campus, should Government guidance change.

Our timetables for each of our programmes will be adapted to accommodate a change in Government guidance. As such, Plans A and B, will follow our

standard school timetable. Plans C and D, will follow an adjusted timetable, incorporating the same amount of lessons in the school week but with staggered start times and a small group of lessons taught online. Under Plan E, College will close and lessons will be taught online as students safely isolate in their boarding rooms.

	SUMMARY	KEY CONSIDERATIONS
<b>Plan A</b>	No presence of COVID in the UK	<ul style="list-style-type: none"> <li>• Normal school operation with Health and Hygiene protocols in place and routine monitoring</li> </ul>
<b>Plan B</b>	COVID has a low presence in the UK with a few number of cases	<ul style="list-style-type: none"> <li>• Normal school operation with some alterations and safety procedures in place</li> <li>• Standard school timetable</li> <li>• Increased hygiene, sanitisation and possible Social Distancing</li> <li>• Access to Virtual Learning Environment</li> </ul>
<b>Plan C</b>	Government guidance changes in response to an increase number of COVID cases in the UK	<ul style="list-style-type: none"> <li>• Adjusted timetables</li> <li>• Social distancing across whole school</li> <li>• All Mitigation Strategies detailed on page 11 in place</li> <li>• Some lessons taught online</li> </ul>
<b>Plan D</b>	School timetables and lesson delivery adjusted to facilitate social distancing requirements	<ul style="list-style-type: none"> <li>• Adjusted school day with staggered timetables</li> <li>• All Mitigation Strategies detailed on page 11 in place</li> <li>• Most lessons shift to online delivery</li> </ul>
<b>Plan E</b>	Government guidance changes and campus closes	<ul style="list-style-type: none"> <li>• Online learning for all students</li> <li>• Adjusted timetables to accommodate different time zones</li> <li>• Students may return home and be taught remotely or isolate in our accommodation</li> </ul>

# PROTECTING OUR SCHOOL COMMUNITY

To protect our school community we are committed to providing the best possible care so that our school community feel safe and confident about living and learning on our campus.

We recognise that guidance to fight COVID-19 is constantly evolving, therefore we will review and adapt our pledge prior to the reopening of our campus. Below is a list of our changes we have made for the next academic year.

## MITIGATION STRATEGIES:

### GENERAL HYGIENE

- Frequent hand washing
- Easy access to hand sanitisers
- Avoid touching face
- Proper diet, sleeping, general wellness
- Directions to inform school nurse when feeling ill

### SANITISING SPACES

- Implementation of increased sanitising of frequently touched surfaces e.g. doorhandles, hand railings, desks, washrooms
- Enhanced laundry/ housekeeping protocols

### SOCIAL DISTANCING

- Visible spacing markers in all areas
- One way systems introduced
- Limit large gatherings
- Reduce class sizes to match social distancing requirements
- Adjust boarding house protocols; create separate discrete zones in houses, based around shared facilities

### STRUCTURAL CONTROLS

- Plexiglass in key areas such as reception and the dining hall
- Enhanced food service protocols through staggered lunchtimes
- Reduce furniture in communal spaces
- Apply daily health screening questions for all students, staff and visitors; subsequent core temperature checking if needed

### ADMINISTRATIVE CONTROLS

- Campus protocols on entry for day pupils, staff, parents, guests and deliveries
- Directional signs and one-way systems for pedestrians
- Avoid congestion by adopting adjusted timetable
- Modifications to co-curricular delivery
- Maintain online learning facility

### PERSONAL PROTECTIVE EQUIPMENT

- Access to face coverings and associated policy for wearing in place
- Increased use of PPE in key areas – catering, medical centre, boarding houses

# DEFERRAL & CANCELLATION POLICY

VALID FROM: 26 April 2021  
LAST UPDATED: 05 March 2021  
PREVIOUSLY UPDATED: 21 October 2020

We have revised our cancellation policy for courses running in 2021 to allow greater flexibility, and to ensure students can book with confidence during these unprecedented times. Our policy means that booking with us is risk free.

## **NEW STUDENTS WHO HAVE TO CANCEL THEIR PLACES AT BOSWORTH DUE TO COVID-19**

New students who have to change their plans for September 2021 as a result of COVID-19 can defer the start date to an equivalent course in January 2022 intake. College and Student Recruitment Team will be happy to provide information on the alternatives for students who need to start in January 2022.

This policy covers the following:

- + A travel ban put in place 4 weeks prior to the start of the programme
- + Failure to obtain a relevant UK visa due to the restrictions in a student's home country (including failure to obtain academic or other relevant documentation for visa purposes)
- + Illness (students would need to provide a copy of the COVID-19 results confirmed by a medical professional)
- + Course cancellation (by College)
- + General concerns over COVID-19

Students who decide not to defer their studies to the next enrolment date can apply to receive a full refund of all fees paid, including the deposit and registration fee.

Please note that students who choose to cancel less than 4 weeks before the start date will be subject to our normal terms and conditions: <https://bosworthcollege.com/about-us/terms-conditions-2019/>

## **CURRENT STUDENTS**

Current students who are not in the UK are encouraged to return to campus and resume face-to-face lessons. Students who are unable to travel to join us in the UK, need to speak to us to discuss their options.

## **THE COLLEGE**

In the meantime, the College is continuing to deliver courses face-to-face in the UK.

We are reviewing and adapting our policies as the situation regarding COVID-19 develops. We understand that this is a very difficult time for everyone. Our goal is to be clear and transparent with the information being released. We are a strong community, our students' and staff safety and well-being remain of the highest importance to us.



[www.bosworthcollege.com](http://www.bosworthcollege.com)