



Parents' Guide to School Opening in September 2020

Dear Parents,

We have updated our Coronavirus Risk Assessment and are doing everything we can to follow guidance so we are able to welcome all children to return to school at the start of the Autumn Term as safely as possible. We thank you for your understanding and continued support in these ongoing difficult times.

We apologise for any measures that will be inconvenient or seem unfriendly, and have tried to keep those actions to a minimum whilst keeping everyone's safety the top priority.

Very best wishes,

A handwritten signature in black ink that reads "L. Bancroft".

Lizzie Bancroft, Headteacher

Mandatory controls

We are following DfE guidance and working to a set of actions the government has set out that schools must take to address both prevention and response to Coronavirus COVID-19:

Prevention:

- Minimise contact with individuals who are unwell by ensuring that those who have Coronavirus COVID-19 symptoms, or who have someone in their household who does, do not attend school
- Clean hands thoroughly more often than usual
- Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- Ensure enhanced cleaning, including cleaning frequently touched surfaces often
- Minimise contact between individuals and maintain social distancing wherever possible
- Where necessary, wear appropriate PPE

Response:

- Engage with the NHS Test and Trace process
- Manage confirmed cases of Coronavirus COVID-19 amongst the school community
- Contain any outbreak by following local health protection team advice

Pupil Groupings – described as ‘bubbles’ in government briefings

As with this term, in September we will continue to operate in clearly defined discrete groups, minimizing children mixing with others who are not in their group. These groups will be larger than the small class groups of 10 that we have currently. We will initially operate in class groups of 30 in Years 1 and 2, with the Foundation Stage as a separate FS group or ‘bubble’.

This means that your child will be with their group throughout the day for lessons, playtimes and lunchtimes.

Daycare

The exception to staying only with these groups described above is when children attend our daycare, where we have taken the decision to continue to provide After School Club and Breakfast Club. This is permissible within the DfE guidance: *“Some schools may keep children in their class groups for the majority of the classroom time, but also allow mixing into wider groups for specialist teaching, wraparound care...”*

We felt that the provision of childcare outside school hours was a priority in these challenging times where being able to go to work is a major concern for some.

During the Day

Social distancing continues to be difficult in the classroom setting, and with classes of with 30 children, even more so than in the current small groups. The government has removed the requirement for 2 metre, or even 1 metre distancing for children when in school. However, staff will ensure that children remain apart from each other as much as possible and we will be following the recommendation that staff remain 2 metres away from children. This will be the case for the majority of the time, but if a child is upset for any reason, or needs any personal care, staff will comfort them and help them as they usually would, wearing PPE where appropriate.

Classrooms

In KS1 tables will be organised so that the children are facing the front. In the Foundation Stage to enable continuous provision, furniture will be set out in a way that enables as much social distancing as possible. For example, we will use an additional long refectory bench at lunchtime so that place settings can be more widely spaced.

Arrival and pick up

The key issues are to avoid groups of children/parents congregating in any one space at a given time, and to ensure that parents maintain social distancing as much as possible. To do this we have adapted the system that has been working very well in the last six weeks.

- Each class has their own entrance door to the building that is not shared with any other group.
- Children will have a 'meet and greet' from a member of staff at their gate, with additional staff acting as stewards to direct them into school via their entrance.
- Parents will not be able to come onto the site, unless they have an urgent query where they need to talk to a member of the administration staff in the office. Wherever possible, please telephone or email us instead. Messages will be passed to the relevant member of staff and we will respond as quickly as possible.
- With all pupils returning we cannot manage individual arrival times as we have presently. To minimise queuing we have staggered arrival and pick up times:

ARRIVALS AND DEPARTURES

ALL:

Please have just one adult bringing your child wherever possible.

Please try to walk or cycle/scooter to school – children can leave their bike/scooter at school.

Please note that there will be **no access to the layby in front of the school for cars** at the beginning and end of the school day unless by prior arrangement eg if you have a mobility issue requiring the use of the disabled parking space.

There are two reasons for this measure:

1. We need to use the roadway of the layby for parents to walk away as all the paths are too narrow to allow for social distancing.
2. We need to use the school's main car park as an outdoor space for the children as we are doing at the moment, because we are continuing to provide an outdoor space for each group's use throughout the day. Therefore, all staff with cars will be parking off site using the layby spaces. We are also encouraging staff to walk/cycle to school.

Picking up at home time

We will dismiss the children from the same gate as that for their arrival.

Please queue socially distanced and we will direct your child to you as quickly as possible.

For parents leaving both in the morning and at hometime, please use the roadway to walk away, leaving the paths available for arrivals/waiting to collect.

Please do not gather in groups or stand around for a chat directly outside the school.

Sorry, we know all this sounds unfriendly and counter intuitive to our community approach. Hopefully these temporary measures won't be in place for too long, but for now we must remain cautious and alert.

Foundation Stage:

Any time between 08.30 and 09.00. Monkeys class (Nursery) arrive through the Nursery Gate.

Parents and children queue socially distanced on the Nursery pathway that leads off the redway.

08.30 Zebras Class arrive **14.50** Zebras Class go home

08.40 Tigers Class arrive **15.00** Tigers Class go home

For both classes, arrival is through the Foundation Stage gate to the immediate left of the main gate. Parents and children queue socially distanced on the pathway that curves round to the left of the site.

Year 1

08.30 Giraffes Class arrive **14.50** Giraffes Class go home

08.40 Lions Class arrive **15.00** Lions Class go home

For both classes, arrival is through the Key stage 1 pathway gate next to the wooded area, to the right of the main gate. Parents and children queue socially distanced on the pathway alongside the parking bays.

Year 2

08.30 Hippos Class and half of Wolves class arrive (*Wolves pupils with surnames from A to K*)

08.40 Elephants Class and half of Wolves class arrive (*Wolves pupils with surnames from L to Z*)

14.50 Hippos Class and half of Wolves class go home (*Wolves pupils with surnames from A to K*)

15.00 Elephants Class and half of Wolves class go home (*Wolves pupils with surnames from L to Z*)

For all three classes, arrival is through the main gate. Parents and children queue socially distanced on the wide hard standing pavement area immediately to the right of the main gate.

Playtimes

In the Foundation Stage continuous provision means that children have free flowing access to the outside area for much of the day.

For Key Stage 1, we are still intending to maximize opportunities for outdoor learning. Being outside is much safer for infection control, but we also know outdoor learning to be good for supporting children's wellbeing. We have an allocated outdoor space for each class which will not be shared with any other class. We change the allocated space on a daily rota so that children get to enjoy a variety of outdoor facilities. This is working very well at the moment, and children tell us they enjoy this system.

Handwashing

Children will be asked to wash their hands on arrival, as do all staff, and everyone will have regular reminders to wash their hands throughout the day. As a minimum, children will be directed to wash their hands before/after being outside, before/after eating, and before/after taking part in an activity where they need to share equipment.

We recognize that for some this is leading to dry/sore skin, and children are welcome to have their own hand moisturizer which they can keep in their tray.

Cleaning

The school will continue to deep clean any rooms used by pupils, in particular the classrooms, toilets and shared areas. This will include door handles, sink areas, tables and chairs and computing equipment. All classrooms will have disinfectant materials to be used for additional cleaning of tables during the day.

It is our normal practice to clean toilets at lunchtime as well as and at the end of the day, and this will continue, with particular attention to disinfecting surfaces, sinks, taps, loo seats, flushing mechanisms etc .

What children can bring to school

Children will be in school uniform from September, except for Nursery pupils. At the moment children will not be bringing book bags to school. The items they need to bring are:

- A coat
- PE bag with PE kit in for Year 1 and 2 (we'll not use PE kit initially with FS2 children as they need a lot of help undressing and dressing)
- A change of clothes for Nursery children
- A bookbag (not Nursery class) see 'home learning' info below
- A water bottle
- A sun hat
- Sun lotion to apply themselves (weather dependent)
- Hand moisturiser to apply themselves
- Wellies, to be left at school. Please note if your child arrives at school in wellies, they must have shoes with them to change into.

If a child/member of staff has Coronavirus Covid-19 symptoms

If a child/member of staff feels unwell with Covid-19 symptoms, either at home or at school, we would ask that a test is arranged immediately.

If at home, they should not come into school. Children and staff will not be allowed back to school until they have tested negative, or until after the period of isolation following a positive test.

If anyone tests positive, they must self-isolate at home for at least 7 days. Other members of that person's household would need to isolate for 14 days, and would be advised to get tested, and the family should engage with the Track and Trace process.

Depending on the nature of the symptoms and the exposure that children/members of staff have had within their group, we may need to close down groups and send all pupils from that group home. That group would then remain at home until we have confirmation that the child/staff member displaying symptoms has had a negative test.

If a child displays symptoms at school, we will contact their parent and they will be taken by a member of staff to our isolation room where that member of staff will wait with them until the parent arrives to collect them.

Attendance

From September, the Government expects all children to return to school unless they are deemed to be very vulnerable and are shielding for their own medical condition, or are in isolation due to themselves or someone in their family having symptoms.

We know that some children (and parents) will be anxious about the return in September. We will support these families as much as we can, and hope that this guidance provides some reassurance.

Home learning

We finish providing home learning packs this week. However, if a class has to be at home for 14 days due to their group being shut down in the case of confirmed Covid-19, we will send home learning materials.

Home Reading Practice

We know home reading practice to be very important in supporting children's reading progress. However, to minimize the amount that books are touched by different people, and to allow for 72 hours without being touched, book bags will come home weekly on a Tuesday with one or more reading practice

books in. The book bag should then stay at home until Friday when the books should be returned to school to be sanitized for the following week. Please supplement home reading practice by continuing to access the online reading schemes you have been using during the school's closure.

Communications

As stated above, the main form of communication for now needs to be via e-mail or telephone, and this will still be the case going forward into the Autumn.

We ask that parents only visit the school office in person if absolutely necessary, and make sure they stand away from the reception counter to avoid close face to face contact with our staff.

We will seek to respond to parents' communications/messages as quickly as possible.