



July 2020

Dear Parent/Carer

This letter set's out the school's expectations from September used in line with the Governments guidance.

We have now received revised government guidelines to re-open school to all children from September. The risk to children themselves is very low and the balance of risk is now overwhelmingly in favour of children returning to school in September. With this in mind we are preparing school for September for all children to return. Although we have had to make a few changes the values and ethos of our school remain and I am sure you will agree that a 'one-size' approach for all schools will not work and therefore we have had to make informed decisions about how to balance a broad and balanced curriculum with the measures needed to manage risk.

Essential measures that we must implement are:

- A requirement that children and staff who are ill (not just with covid symptoms) stay at home
- Robust hand and respiratory hygiene (catch it, bin it, kill it)
- Enhanced cleaning arrangements
- Social distancing between parents and staff and other children

In order to reduce contact as much as possible and to make it easier to shut down school, if a case of covid 19 occurs, children will be placed within class bubbles and Key stage units.

Therefore children will:

- Be placed in year group bubbles and units
- Avoid contact between other key groups
- Sat in forward facing desks
- Staff will maintain distance from pupils and other staff
- Staff will stay in their unit bubble and not cross contaminate across school
- Lidded bins are in place in every classroom
- Paper towel dispensers have been installed in every classroom
- Taps have been changed so children can use their elbows to turn on and off
- Outdoor sinks are being installed so children can wash their hands before entering school



### **Class and Unit Bubbles in School**

- Unit 1 – FS2, Year 1 and Year 2
- Unit 2 – Years 3 and Year 4
- Unit 3 – Years 5 and Year 6

The children will have their lunch and break times within their unit bubble, but separated on the yard so they stay with their class.

Staggered drop off and pick up times will alleviate congestion and waiting times for parents and alleviate social distancing as we know that reducing the time spent around others reduces the transmission of the virus.

### **Extra-Curricular provision (Breakfast and After school clubs)**

During the first half term school will not be offering breakfast club or after school clubs, this is to ensure that staff and children are not mixing between bubbles, the overarching principle is to reduce the number of contacts between children and staff.

We will re-assess this for the second half of the Autumn Term in line with any new guidance received from the Government.

### **Changes to the school day**

The changes to the school day is to ensure that the number of contacts between, children staff and parents are kept to a minimum and that staff do not mix in with other bubbles or year groups

### **The biggest change up to half term is that school will close at Friday lunchtime**

This is to ensure that the school has a thorough deep clean, staff are not moving between bubbles and ensures Teaching staff continue to receive their Planning, Preparation and Assessment (PPA non- contact time), which is a legal requirement.

### **Start of day - 8:30 – 8:50 am – drop off arrangements**

You will enter using the church entrance, leave your child/ren at the gate and leave by the exit at the other side of the church – don't worry it will be signposted. Parents will not be permitted to access the school site. With the exception of Foundation children.

### **End of day will be a staggered finish – pick up arrangements**

Year 1 - 2:50 pm (Friday 12:15pm)

Year2 – 2:55 pm (Friday 12:20)

Year 3 – 3pm (Friday 12:30)

Year 4 – 3:05 pm (Friday 12:35)



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Year 5 – 3:10 pm (Friday 12:40)

Year 6 – 3:15 pm (Friday 12:445)

FS2 Year 1 and Year 2 – will have their lunch in school on a Friday, KS2 children will receive a grab bag before they go home

All children will leave from the white fire door on the key stage 2 corridor. Parents will need to line up on the socially distance markers and wait for your child. If you have siblings. They will leave together with the youngest child.

**If your child is Late**

If your child arrives late (after 9:00) You will need to wait on the social distancing markers near reception where a member of office staff will collect your child/ren. Please do not enter school

**Appointments in the school day**

Where possible we encourage appointments to be made outside the school day. If an appointment has been made, school will need to see a copy of the appointment either the letter or phone screen. When collecting your child, you will need to wait on the social distancing markers outside reception.

Please note that you will not be able to return to school after the appointment due to cross contamination.

**Assemblies and Masses**

There will be no whole school gatherings, until further guidance follows

**Behavior Expectations**

There are new school rules in place, please share them with your child/ren:

- I will not touch other people and try to keep my social distance from adults and children at all times
- I will walk on the left side of the corridor
- I will wash my hands whenever I am asked to, and after going to the toilet
- I will keep my class equipment tidy and help to tidy up when asked



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- I will keep to the areas my teacher says I can use at all times of the day
- If I sneeze or cough, I will do this into me elbow
- If I use a tissue, I will put it in the bin and wash my hands
- I will work as hard as I can independently

### **School Uniform**

- During lockdown we have relaxed our school uniform policy. From September we will require all children to wear school uniform, which includes black shoes or black trainers.
- Children will not need to bring a PE kit into school, as PE will be outside during the first half term. On the days children have PE they can come to school in jogging bottoms and suitable footwear, with school uniform on their top half.

Year 1 and Year 2 – Monday

Years 5 and 6 - Tuesday

Year 3 and 4 Wednesday

- There is no need for the uniforms to be cleaned using different methods but we encourage you to ensure the uniform is clean each day. As the virus is known to stay on soft furnishings/clothing for 48 hours.

### **Equipment in School and Home Reading Books**

For individual and very frequently used equipment, such as pencils and pens, it is recommended that staff and pupils have their own items that are not shared. Classroom based resources, such as books and games can be used and shared within the class bubble, but will need to be cleaned regularly. **With this in mind for the first half term, we will not be sending home reading books.**

School maybe colder than normal due to the need for classrooms to be ventilated, therefore ensure your child has a jumper or a cardigan.

### **The only things children need to bring to school are:**

- **Warm coat**
- **Drink (children will not be able to drink from cups in the classroom)**
- **Lunch box if required**



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### **School Dinners**

From September the Free school meal vouchers will cease, children who receive free school meals will receive one in school.

Children in FS2, Year 1 and Year 2 – will receive universal free school meals.

Children in Year 3 to Year 6 will continue to receive a free school meal if eligible

For parents who pay this will continue through parent pay

During the first half term, the lunch menu will be limited. For the first three days this will be a cold choice only.

From week 2, there will be the choice of cold choice sandwiches, jacket potato with cheese or tuna and a hot sandwich choice each day, e.g cheeseburger, hotdog, chicken fillet burger, cheese and tomato pizza and fish finger sandwich. The menu will be updated as soon as possible.

### **Cloakrooms in KS2**

Year 3 – Use the cloakroom outside the boys toilets

Year 4 – Use the cloakroom outside the girls toilets

Year 5 and Year 6 – Use the moveable cloakroom which will stay in class

### **Toilets**

FS2 and Year 1 – use the toilets in FS2 classroom

Year 2 - classroom toilets

Year 5 – pupil toilet in the entrance

Year 3 – 6 – KS2 toilets

### **Intimate care and First Aid**

Where a child or young person requires intimate care then full PPE equipment will be used from September, in addition if a child has an accident which requires first aid and the child is bleeding then staff will be required to wear full PPE equipment.

### **Pupils who are shielding or self-isolating**



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Shielding advice for all adults and children will pause on 1<sup>st</sup> August, subject to continued decline in the rates of community transmission. Some children who remain under the care of a specialist health profession may need to discuss their care before returning to school.

If your child/ren are unable to attend school because they are complying with clinical advice, school will need to see sight of the letter or information. This absence will be authorized and home learning packs will be issued,

### **Primary Assessment/Exams**

It is envisaged that the early year's foundation stage profile and all existing statutory key stage 1 and 2 assessments will return in 2020 to 2021, in accordance with their usual timetables, this includes:

- Year 1 Phonics Screening (June)
- Key stage 1 tests including Phonics (May/June)
- Year 4 multiplication times tables test (June)
- Key stage 2 (year 6 SATs) and teacher assessment (May)

The standards and testing agency are also reviewing requirements for the phonics screening of Year 2 children (Year 1 last year). An update will be provided shortly

### **Response to any infections**

I think it would be naïve of us to not recognise, that there is a strong possibility that school may experience a suspected case or coronavirus in school or be approached by track and trace. All staff and parents and any other adults in our community need to understand their responsibility and what you will need to do. School are required to take swift action when they become aware that someone who has attended school has tested positive



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- If staff, or pupils are displaying symptoms **they must not come into school**, and must self-isolate at home.
- You **must book a test**; all children can be tested including children under 5
- If the test is negative you will need to keep in self-isolation for 14 days from the first onset of the symptoms
- If the test is positive, then you will need to remain in isolation for 7 days from the onset of the symptoms or until you feel better
- **You must keep school updated at all times and immediately advise school of the results**

### **School Protocol**

If a child or member of staff have tested positive, school must send home anybody who has been in close contact with that person, advising them to self-isolate for 14 days. Close contact means:

- Direct close contact, face to face contact with an infected individual for any length of time, within 1 meter, including being coughed on, a face to face conversation, or unprotected physical contact (skin to skin)
- Proximity contact- extended close contact (within 1 to 2 meters for more than 15 minutes) with an infected individual
- Travelling in a small car

In the event of this happening The Health Protection team will work with schools to guide us through it.

We will continue to keep you updated as and when new information is received. I appreciate that this is a lot of information to take in. Please keep safe and I hope to see you all again in September

Kind Regards

Mrs S Briggs