

Parents guidelines for returning to school

- If your child is identified as having an underlying health condition which makes them vulnerable, they should not come back to school.
- If a member of your family has an underlying health condition, you should make an informed decision about whether or not your child should return to school. You will not be penalised for keeping your child at home.
- **If you or anyone in your family has symptoms of Covid-19, you must not come to school.**
- If a child who is attending school has symptoms of covid-19, they and their families will be entitled to testing.
- Only one parent should drop off or collect your child/children.
- Please do not gather at the school gates or in the playground – maintain 2 metre social distancing at all times – there are now yellow lines on the pavement outside the school gates.
- Try to avoid using public transport where possible – walk, cycle or drive to school where you can. For additional guidance see: <https://extranet.dft.gov.uk/safer-transport-campaign/schools/>
- Please do not enter the school building/grounds unless there is an emergency or you have an appointment.
- Please share ebug and PHE resources with your child <https://e-bug.eu/> to help them understand hand washing hygiene.
- Please help us by ensuring that your child:
 1. Understands that they cannot wear a mask in school (guidance tells us that incorrect use of face masks can speed transmission of the virus).
 2. Knows how to wash their hands for 20 seconds with soap and water
 3. Knows how important it is to socially distance themselves from others (where possible) by at least 2 metres.
 4. Knows to use a tissue if they cough or sneeze and to wash their hands afterwards.
- **Provide your child with a named water bottle to leave in school until the summer holidays.**
- **Children must wear school uniform in school.** However if they have grown out of their uniform and you are unable to replace it, please speak to the school office.
- Children will be given a start and finish time. Please try to stick to this time. This is to manage the number of people arriving and leaving to keep every member of our school community safe. Key worker and vulnerable children not in a new bubble will continue to arrive at and leave school through the front door. All other children will arrive through the back gate into the playground. Children will move directly to their bubble classrooms. Parents will be asked to say goodbye to their child at the gate.
- If a child is ill (with or without covid-19), parents will be asked to notify the school by phone every morning that they are off school to give details of their symptoms.
- Whilst parents will not be penalised for keeping their children at home, we must make it clear that once children return to school they are expected to be in school on time every day (unless they are ill). This does not apply to children in the key worker bubbles.
- School will look a little different to normal. We will deliver Maths and English lessons every day alongside wellbeing activities through art, music, PE, RE etc whilst maintaining social distancing. Children with SEND will be supported by the teacher and teacher assistant in their small group bubble. We will endeavour to support their learning within the parameters we are given.
- If parents want to discuss anything with staff, please can you email the school office and the class teacher will either call or email you back.

All of these measures have been put in place in accordance with government guidance with a view to keeping children and staff safe during our phased reopening of schools.

Lunchtime Guidance

In the Hall

Each bubble will have a staggered lunchtime with an allotted time in the dining room.

When it is time to enter the dining room, staff will escort children and they will enter from the rear door to the hall (nearest to the serving hatch). They will be allocated a seat (5 children to a table – 3 on one side, 2 on the other). Two bubbles can be in the hall at the same time. The doors must remain open.

- Children will be called to line up 2m apart in small groups of 2-4 children.
- The child will step forward to choose their meal.
- They will then step back behind the line whilst the server will step forward to serve them.
- The server will step back and the child will step forward to collect their tray.

Children will remain seated until everyone has finished. The staff member will take the whole bubble outside to their zone.

Tables and seats will be disinfected between each sitting.

In the playground

Children will be permitted to play in their zone using their playground equipment from their bubble. This must be collected in at the end of play to prevent contamination. Children should be encouraged to play 2m apart where possible.

Ultimate sports will be on duty at lunchtime as additional adults in the playground but they should not be within 2m of the children. They can retrieve balls, suggest activities, send for additional adults where needed, remind children about social distancing. The bubble staff member is to supervise their bubble of children in their zone.



- Zone A – Key Workers (including champ and basketball hoops)
- Zone B – Year 6 (including astro turf and picnic benches)
- Zone C – Reception (including Reception playground and an area in front of Y2 and the offices).

Wet play

Children will need to remain seated in the classroom. They can draw/watch a film, play a socially distanced game, read. The bubble staff member will supervise children.

How will we keep children and staff safe?

Our children and staff are very important to us and we will do our utmost to ensure that high levels of health and safety processes and procedures are in place to protect our whole school community. Covid-19 is a highly contagious virus and whilst we cannot guarantee that we can prevent anyone from contracting the virus, we will follow government guidelines and we have put extensive plans in place to prevent the transmission of said virus.

We will:

- Deep clean the school during May half term – done.
- Train staff on our INSET day on 1st Jan so that staff can use their best endeavours to minimise the risk of Covid-19.
- Introduce children slowly leaving 2 weeks between year group. This will enable us to test, review and improve our new practices and to see whether there have been any new cases of Covid-19 during this period. If successful, we then aim to bring back the next year group.
- Start with opening for Year 6 children because we believe that our eldest children will cope well with these changes and will adapt and follow the new systems effectively. We also want to give our Year 6 children additional time to work on transition to secondary school (although this may look different to previous years).
- Reduce class sizes – cap all classes at 12 children but lower where possible. Cap of 8 in Reception.
- Ensure there is a teacher and teacher assistant (who is also a first aider) allocated to each group of children. Together they will be called a bubble and will remain together throughout the day with minimal contact with other “bubbles” to prevent transmission of Covid-19.
- Have two key worker bubbles, two year 6 bubbles and two reception bubbles. We have space for all of these children to return to school in a phased approach. If we have reduced numbers of children return, we may be able to run a Year 1 bubble to allow some Year 1 children to return to school too.
- Zone the playground so that each year group has its own zone and each bubble within the year group will take it in turns to use the space. These measures are in place to minimise social contact.
- Ensure that children at their own desk 2 metres apart from others with their own stationary which is not to be used by others where possible.
- Ensure that children wash their hands regularly throughout the day.
- Do our best to ensure that children keep themselves 2 metres apart however we accept that this will be difficult within the bubble particularly for younger children.
- Refrain from sitting on carpet areas to gather children together.
- Cancel collective worship (or hold it remotely).
- Stagger break times and lunchtimes to ensure fewer children are in the playground at any one time.
- Stagger start and finish times for the children to reduce the number of parents and children at any one time and we will create a queuing system for parents outside the school gates for drop off and pick up time (with markings to ensure 2m social distancing).
- Equip all classrooms with liquid soap, hand sanitiser, hand towels, tissues and a lidded bin. (All classroom have hand washing facilities)
- Ensure that PPE will be used by adults when dealing with first aid.
- Remove soft furnishings and soft toys from the classroom
- Ensure that additional cleaning regimes are in place – bins will be emptied more regularly, surfaces, handles, rails, equipment will be disinfected regularly.
- Ensure that children do not move around the school internally. Instead, they will leave their classroom by their external doors whenever they need to use the toilet, go to the hall, go to playtime.
- Monitor the toilets to prevent children from gathering there. Each bubble will be allocated their own cubicle. Staff will plan in regular toilet breaks to ensure that queues are supervised – one in one out. Where possible, children will be accompanied to the toilets if their use is required in lesson time to prevent unintentional gatherings.

- Open windows and doors (where possible) to increase air flow around the classrooms.
- Clean the dining room tables and chairs between sittings.
- Ensure that we minimise the number of visitors (including parents) entering the building. No parents will be permitted in the playground
- Focus on mindfulness and wellbeing activities and ensure that children have time to talk and play so that they work through any worries they may have had during lockdown (a time that may have been very traumatic for some). As a community, we want to rebuild our school back into the positive, happy place it can be. Of course, we will make a start of filling in any gaps children may have in their learning as a result of being away from school for so long but our main focus is helping the children and community to recover and rebuild after this unprecedented time. Children can expect to start their day with a wellbeing sessions, then have Maths and English sessions. There will also be time for reading. The afternoons will be more focussed on wellbeing activities through the curriculum – through art, music, PE, DT etc.
- Focus on transition – for Year 6 to secondary school, for Reception to their new year groups. We will also focus on early reading and phonics in Reception and Year 1.
- Introduce an updated behaviour policy to ensure that children and staff are kept safe.
- Ensure each “bubble” has its own art and PE equipment which is not mixed with equipment from any other bubble.
- Disconnect hand dryers – children and staff to use hand towels to dry their hands.
- Avoid using the air conditioning units.

Any child showing symptoms of covid-19 will be isolated and parents will be called to collect them as soon as possible. Children will need to self isolate for 7 days (or until a negative covid-19 test result). Families will then need to isolate for 14 days (or until a negative covid-19 test result)

Please note that children will not be permitted to wear masks or gloves in school on government advice. Misuse of PPE is more likely to increase transmission of COvid-19. Children are more likely to touch their face/mouth whilst wearing PPE and it is uncomfortable. Good hand hygiene is a more effective deterrent.

School will be closed to all children on Fridays (except key worker children and vulnerable children) to enable staff to plan home learning and school learning and to continue their welfare phone calls to families.

Children – Bubble Rules

As well as following all our usual rules, we will:

1. Catch it bin it, kill it (if you sneeze or cough). Always wash hands after you cough or sneeze.

Wash hands for 20 seconds:

- When you arrive at school
- After going outside
- Before and after lunch

2. Avoid touching your face
3. Stay seated at your desk unless your teacher tells you otherwise
4. Stay 2 metres apart from every one – social distance (including in the toilets and playground)
5. Only use our own allocated stationary, books and equipment
6. Stay in our classrooms. We will only leave our classroom via external door. We will not walk in corridors unless with an adult.
7. Stay positive and love our bubbles!

It is vital that we stay safe within our bubbles. Mixing with children in other bubbles could lead to the virus being transmitted. We will continue to BE THE BEST WE CAN BE.

If someone has symptoms of covid-19 (persistent cough, high temperature)

- If a child or an adult shows symptoms they should be isolated immediately – window open.
- If a staff member shows symptoms they should go home immediately.
- If a child shows symptoms, parents should be called and child should go home as soon as possible.
- If there is a delay in going home, the child or staff member should remain isolated
- If a staff member is accompanying a child they must wear full PPE (gloves, mask, eye shield and apron).
- In an emergency, call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.
- Symptomatic person must use visitor's toilet (no one else should use this toilet at this time).
- Toilet to be fully disinfected after use.
- Anyone showing symptoms should not return to school for 7 days (or until they have received a negative covid-19 test).
- Staff can either book themselves a test or school can book one for them.
- Symptomatic child and their families will be entitled to a test.
- Families of symptomatic person should self isolate for 14 days (or until they have a negative test).
- If a child or staff member tests positive for Covid-19, all members of their bubble will be asked to self isolate for 14 days.