

PLANS FROM 2ND SEPTEMBER 2020 (WRITTEN AND PLANNED JULY 2020)

Dear parent/carer,

I will try and bullet point all the information you need to know. The current risk assessment from the council which I have added extra detail to, relevant to our school, can be found on the school website. We are waiting for the release of an updated one, taking into account the new guidance from September. This may mean some of the information below changes. We will let you know when this becomes available. Please make sure you read all the documents before returning to school in September. This document will stay as a live document and will be reviewed regularly as guidance could change during the summer holidays.

Each year group will have a class bubble of 30. Each bubble cannot mix with any other bubble. For that reason start and finish times of the school day will be staggered, as will breaks and lunch.

There is signage on the gates reminding parents of social distancing rules if still relevant etc, similar to what supermarkets have. Staff will be manning the gates morning and afternoon. The following will apply:

- Siblings will arrive and leave with the family member who is due to arrive first
- Each class will be assigned an entry and exit gate and a waiting area for drop off and pick up with reminders about social distancing (see map)
- Parents need to be prompt at arriving and leaving, sticking to social distancing rules and measures
- Nursery parents to use the nursery gate only
- Only one parent to drop off and pick up
- Any parent not sticking to this will be issued a warning
- Parents and pupils will be asked if they are well
- Parents and pupils to go to their designated sanitiser station to clean hands
- Parents not to enter the building and will be encouraged to email or phone if they do not see a member of staff, if they have an issue

The bubble rooms will be set up with minimum amount of items in them. The set up will be slightly different for foundation stage classes. For other year groups classrooms will be as follows:

- Each child will have a set place to sit and will sit in rows facing forward
- Each child will have a zip wallet or their own drawer with their name on and with their own equipment
- Hand sanitiser on each table
- Minimum furniture so more space and less contact surfaces
- Anti-bacterial soap and paper towels at the sink
- Cloths and sprays to encourage the children to keep their own areas clean

- Tissues and small plastic bags for children to dispose of their own tissues before putting in a lidded bin
- First aid equipment, inhalers etc and some PPE in case of emergency
- Children will be encouraged to self-care eg. put plasters on themselves
- IPADs labelled with children's names (two to an IPAD)
- A list of do's and don'ts to help stay alert!
- A tub of play/PE equipment for break times
- Doors to remain open at all times
- No soft furnishings eg. No cosy book corner!
- No displays on doors, just year group and maximum occupancy number
- Keep all belongings within the bubble, no cloakroom use
- No changing for PE

Teaching staff have planned lessons that address transition issues, lots of work on routines etc, refresh learning in the core subjects and a focus on personal health and well-being. Wherever possible we will try and get each bubble learning outside. Cleaning of hands must take place regularly and whenever the class leave their bubble. Anything the children make in school must stay in school. Children cannot bring toys/objects from home other than their water bottle and lunch box if they need it.

The main thing about classroom time will be about keeping clean, keeping a safe distance, not touching faces etc. Whenever the bubble leaves their room they must:

- Sanitise or wash their hands
- Keep to left of the corridor (arrows and signage is up)
- Keep 1m apart wherever possible
- Sanitise on their return
- Only go to the toilet when they have been allowed to, again sanitising/washing hands before and after

We have kept all the smaller rooms free should a child start showing symptoms. They would have to isolate in one of these rooms. If an adult needs to stay with them they would have to wear full PPE. Parents of that child and any other children in that bubble, including the staff, would need to be informed. If the child tests positive then their bubble would have to shut. School will work with Public Health should this happen.

There will be arrows along the corridors and the staggering of breaks etc should mean no bubble should come in close contact with another bubble. Classrooms will be labelled with maximum occupation and the names of the staff included in that bubble. For break times each bubble will be given a designated area to play in. They are not allowed to play or mix with other bubbles. This will be on a rota so they all get to use the field for example. School

will be kept well ventilated with as many windows as possible open. Children need to have a jumper/cardigan and coat at all times. All doors need to be open to avoid hand contact.

Initially school dinners will be grab bags only in order to avoid cross contamination. A grab bag normally consists of a sandwich (tuna, ham or cheese), a piece of fruit, some carrot and cucumber sticks and a cake or biscuit. Children will be expected to bring their own water bottle each day. They must wear school uniform which ideally should be washed every day. They will also need a coat. There is no need to bring a PE kit. Children needing inhalers must remember to bring them back to school.

Breakfast club will not operate in the same way. Only the childcare element will be available for £1 a session. Initially there will be no food. There will be something for the children to do independently on a designated mat in the main hall, where they will be supervised until it is time to go to their bubble. Places will be limited so they need to be booked in advance. Places will be available from Monday 7th September 2020. Children requiring this should enter school from the main gate and school entrance at 8am.

All children will be expected to follow the rules at all times. Parents will be contacted if their child is struggling to follow the rules at all times as their behaviour will be putting the safety of other children and staff at risk.

All the rules apply to everyone coming on site or in the building. The risk assessment will be looked at weekly and changes made if necessary. For all of this to work we must all make sure we are following government guidance around social distancing. Anyone discovered not doing this is putting everyone else at school at risk and could potentially 'close' a bubble down.

The table below shows information for each year group bubble. Please note the time of arrival and collection. **Always work on the times of your earliest arriving child in school** (Nursery children would have to be collected/dropped around these times as their entrance is separate and you will not be allowed to cut through past the Reception class). Children will be collected from their designated waiting areas when it is time to go in and will be brought out to the waiting area at the end of the day. Siblings arriving at the same time will be escorted to their class. Staff will bring them out at the end of the day when it is time for their sibling to leave. So for an example, if you have children in Nursery, Y1 and Y2, you would bring them at 8.30am, coming through the main gate and wait in the Y2 designated area. You would then take your child to Nursery. At the end of the day you would collect your children at 2.50pm, coming through the main gate and wait in the Y2 designated area. You would then collect your child from Nursery.

Year group	Nursery	Reception	Y1	Y2	Y3	Y4	Y5	Y6
Entry/exit route	Nursery gate	Car park gate	Car park gate	Main gate	Car park gate	Car park gate	Main gate	Main gate
Entry/exit times	8.30am - 11.30am (am only) 12.20pm – 3.20pm (pm only)*	8.30am 2.50pm	8.40am 3.00pm	8.30am 2.50pm	8.40am 3.00pm	8.50am 3.10pm	8.50am 3.10pm	8.40am 3.00pm
Entry/exit into building	Nursery door	Reception doors	Library	Middle door	Hall	Hall	Bottom cloakroom	Main entrance
Staff	Mrs Houlden/Mrs Thorpe Mrs Bricklebank / Ms Chamberlain	Ms Murdoch Mrs Beattie	Mrs Fox/Miss Gerrard Mr Murphy	Mrs Lidgett Mrs Linacre	Mr Rollitt Mrs James	Mrs Fallon/ Mrs Spooner Mrs Sorsby	Mrs Hildebrand Mrs McNally	Miss Food Mrs Cupitt

*Please note the nursery time for full time children is 8.30am-3.10pm. Nursery gate will be open from 3.05pm.

Each bubble will have a designated waiting area for parents. Please arrive as close to the drop off/pick up time you have been given. Please remember social distancing rules whilst waiting. Please refer to the map below.

