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Information about returning to school in September

Dear Parents,

I hope that you have had a good break over the summer and the children are looking forward to coming back to school.

I am writing to share the plan of how school will fully open in September. This is a complex process and the Government has issued strict guidelines about how schools should operate. It will look and feel different as there are lots of new rules and routines which will have to be followed. The Government guidelines have stated that all children should return to school in September and attendance will once again be compulsory.

We will need families to work with us and teach children the new rules around school. Although a thorough risk assessment has been undertaken and strict control measures are in place, the risk of contracting Covid 19 is still there and will be for the foreseeable future.

Children will need to bring a coat, hat and sun cream (if sunny), P.E. bag with P.E kit, a water bottle for use during the day, and if required, a packed lunch that is in entirely disposable packaging, or a hard plastic lunchbox that can be easily cleaned. Children may bring juice for lunchtime in a separate bottle but **the water bottles are for water only during the school day**. Please only bring in what is essential. Uniform rules will go back to being compulsory. Details of the Uniform Policy can be found on the school website. Children must wear clean clothes every day as there is a risk of the virus remaining on fabrics.

Start of the Day

Breakfast club will run in a modified form. Information will be sent out directly to families concerned.

Arrivals at school will be staggered; each class will be given a ten minute time slot between 8.40am and 9.00am. Please note that only one parent should bring the child to school. Any older or younger siblings should stay at home if possible, or be kept under close supervision and not be allowed to run around in the playground.

If families have more than one child at school in different classes, please could you arrive at 8.50am

Year 5 and 6 (Springfield)

Children should be brought to the main gate between 8.40am and 8.50am where they will be greeted by a member of staff, ensuring social distancing measures are observed. Parents must not come into the school building with their child or congregate in the playground and should leave straight away. If you have any questions, or concerns, you can ask the member of staff or phone the school.

Springfield children should enter school via the side door and can hang coats etc in the cloakroom. They can wash their hands in the sink in the classroom.

Everyone will be given a pencil case by school which contains their own pens, pencils and equipment needed. They must not share any of these with the other children and it must stay at school.

Year 3 and 4 (Newlands)

Parents and children will enter the playground via the lower gate between 8.40am and 8.50am and children should come into school at the main entrance.

Children will wash their hands in the sink in the classroom.

Everyone will be given a pencil case by school which contains their own pens, pencils and equipment needed. They must not share any of these with the other children and it must stay at school. Please do not bring any equipment from home.

Year 2 (Hoad)

Parents and children should enter the playground by the main gate between 8.50am and 9.00am and children should go into school via the side door. They will go to the toilets to wash their hands.

They will be taught as a whole class in Hoad Classroom.

Year 1 and Reception (Birkrigg)

Parents and children should enter the playground via the bottom gate between 8.50am and 9.00am and you will be met by a member of staff. The children will go into school as normal through the outdoor area and into Birkrigg. They will then wash their hands in the classroom.

All children will be taught in their classes. They will not be allowed to mix with the children in any of the other classes. This is to minimise the risk of infection. Each class will stay in their own classroom. The children will be spaced out at tables, but social distancing will be impossible to implement due to the numbers in each class.

Where possible, staff will remain with the same groups of children throughout the week, in order to reduce the risk of infection.

Routines

All internal doors will be left open, to avoid the use of handles as much as possible. Classrooms will be ventilated as windows will be open.

Children and staff will be encouraged to wash their hands:

- on arrival,
- before playtime,
- after playtime,
- before eating,
- when using the toilet,
- when leaving the school at the end of the day.

They will be discouraged from touching their faces and if they cough or sneeze, they should use a tissue, put it in the bin and then wash their hands. Posters and signs around the school will be used to remind children.

Surfaces, door handles, toilets, equipment and toys will be cleaned regularly throughout the day.

When children go to the toilet, they must take account of social distancing at all times. A one way system will operate for Springfield and Hoad Classes. They should walk through the hall on the way to the toilets and then stay at one side of the corridor on the way back from the toilets. They should only use the allocated infant toilets/ junior toilets

and infant sinks / junior sinks. They must not use the water fountains and use their own water bottles, which can be filled in the classrooms

Playtimes will be staggered to ensure that groups of children do not mix. If it is fine, they will be taken over to the school field, but must not use the outdoor climbing equipment.

Lunchtime

Children must wash their hands and will remain in their class groups for lunch time. Infants will eat in the hall and juniors in the classrooms. Any child who has a school meal will have this brought to them. Arrangements will be made with Dolce to provide meals or grab bags for the number of children who require them. This will include the children who receive Universal Infant Free School Meals. Parents will be able to order meals through the online School Grid system as normal.

Lunchtime will be staggered for each class and a Midday Supervisor will be allocated and stay with the same class each day. The infant and junior lunchtimes will be for one hour, in order to give each class enough time to eat and play. When all children have finished lunch, they will be able to play outside on the playground or the field but groups will be kept separate at all times. Tape or markers will be used to segregate areas of the playground and children will not be allowed to play any contact sports. Small playground equipment must be used by one child only and not shared. It will be thoroughly cleaned after use with sterilising fluid. Children must wash their hands as they return to the classrooms after playtime.

End of the day

There will be a staggered end of the day.

Birkrigg and Hoad Classes should be collected between 3.00pm – 3.10pm and Newlands and Springfield Classes from 3.15pm – 3.20pm

If families have children in both infant and junior classes, please collect them all at 3.15pm Please arrive promptly at the allotted time, in order to avoid other people arriving and leaving the school grounds.

The procedure will be as follows:

In Birkrigg, (Reception and Year 1), staff will bring children into the outdoor area. Parents can wait in the playground and collect their child. Please leave by the lower gate.

In Hoad, (Year 2), staff will bring children out of the side door. Parents can wait at the top end of the playground and collect their child. Please leave by the main gate.

In Newlands, (Year 3 and 4), staff will bring the children to the lower gate at the bottom of the playground where they can be collected.

In Springfield, (Year 5 and 6), staff will bring children to the main gate where they can be collected or walk home on their own, if arrangements have been made and parents have informed the school.

Please leave the playground as soon as children are collected. Parents must not stand around the gates and must adhere to social distancing at all times.

After school club will operate in a modified form. The children will be collected from the playground by staff. Information will be sent out directly to families involved.

When they arrive home, children should be encouraged to change their clothes and shoes. Everyone will need to attend school in clean uniform every day as there is a risk that the virus can live on fabrics. Lunchboxes should be cleaned thoroughly.

Parents and visitors will not be allowed in school at the current time.

Illness in school

If your child or anyone in your household shows any symptoms, please do not send them to school.

If a child falls ill, during the school day, or develops any symptoms relating to Covid -19, parents must be contacted and they must be sent home immediately. While waiting for the parent to arrive at school, the child will be moved to the Quiet Room. The member of staff with the child should wear PPE (apron, gloves and mask) and supervise at a safe distance. Government guidance will be followed; the child should stay at home for 10 days and family members who live with the child will have to self- isolate for 14 days. All children are now eligible to be tested if they show symptoms. This can be arranged via the www.nhs.uk website or by phoning the NHS 119 service. If the child is tested and it proves to be negative, they will be allowed to return to school as soon as they are well.

If a member of staff falls ill with suspected Covid 19 symptoms, they must go home immediately and isolate for 10 days. Members of their household should self- isolate for 14 days. They should request a test as soon as possible. If they subsequently have a test and it is negative, they will be allowed to return to school.

If a child or member of staff tests positive for Covid 19, advice will be sought from Cumbria Public Health, regarding the wider school community and whether additional measures have to be put in place. This may include a class and members of staff having to be sent home and told to self- isolate for 14 days.

If there is an outbreak, the school may have to close for a period of time.

Pupil Wellbeing

This has been a very challenging time for everyone and the children may be affected in different ways. Staff will support them, depending upon any areas of need, including mental health resources, bereavement support or pastoral support if required. The Local Authority and wider agencies will be used for extra support if necessary.

Learning and the Curriculum

Children will be assessed when they return to school. We will offer a broad and balanced curriculum that will respond to the needs of the children. We will also continue to use Microsoft Teams for the Juniors and Purple Mash for the infants as part of weekly learning and homework. This will mean that there will be a smoother transition to remote learning if we are told that we must send home classes or close the school due to local outbreaks of the virus.

The children will be provided with the equipment they need in the classroom and it will only be used and touched by them.

They will have some lessons that will involve a lot of independent learning as the teacher will not be able to sit next to them to give them targeted support. The adults need to maintain social distancing when teaching.

Reading books will be sent home; there will be a procedure in place where books will be given out on specific days and must be returned when requested so that they can be stored for 72 hours before being used by other children.

Learning will also take place outdoors if the weather is fine, so that children have the opportunity to get fresh air and move around, whenever possible.

Behaviour

All children must follow the Covid19 behaviour and hygiene rules. The safety of staff and other children is the priority and any deliberate action of a child that puts another person in danger will NOT be tolerated in any form. Children will be taught that they should not play games that involve physical contact, particularly at playtimes

It is expected that children and families will adhere to the social distancing and current government guidelines when they are not in school. Please try to reduce the risk of bringing the virus into school and endangering others.

There is an addendum to the Whole School Behaviour Policy available on the school website.

I realise that this is a very lengthy plan and it is full of new rules. However, it is the only way that we will be able to operate the school and minimise the risk of infection to all children, staff and families. I would ask for your understanding and co-operation in this and that you spend time with your children, explaining the new procedures.

Yours sincerely,

Mrs S Davies



“Teach a child how to live and they will remember it all of their lives.”

Proverbs 22:6