



Be Strong and Courageous

15th July 2020

School for all in September

Dear Parents,

The government has tasked schools with getting ready for all children returning to full time education once again from September. This is great news because whilst we have been able to provide many children with education in school, there are others that have not been able to attend for sometime. I'm also sure that all parents are ready to stop being the teacher at home!

As you are aware, school for all children will be compulsory again and therefore attendance and punctuality is of the utmost importance. At St. Issey the children start back in school on **Thursday 3rd September** unless your child is starting in Reception where start days are slightly staggered (this information will be sent to you). We have now developed a new risk assessment and plan to safely return all children under the Government's new guidelines.

With this letter we have also included information about:

- Social distancing policies for parents, staff and children (updated from previous version so please read).
- Dealing with a suspected COVID case in school.
- Scenarios for maintaining education during Covid-19 at St. Issey (we are currently planning for Option A in September)

As before our approach is based on the government's guidelines of reducing transmission through:

- minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend.
- cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.
- ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- cleaning frequently touched surfaces often using standard products, such as detergents
- minimise contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times)

Some key details of our approach:

Groupings:

Children have been split into two bubbles (The School and the Nursery) meaning the staff and children in each setting can operate together. These bubbles will be independent and isolated from each other at all times including lunch and playtimes.

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Social Distancing:

We recognise that implementing social distancing with much younger children is not feasible or realistic. Older children will be encouraged to distance where possible and reduce the sharing of resources where possible. The staff will distance themselves from each other. Classrooms are set up with front facing tables where possible and resources that are shared are cleaned frequently. Children and staff will be following routines that ensure regular hand washing.

School Meals:

Our kitchen will be providing hot lunches once again. These can only be ordered using the new ParentPay system so please make sure you have activated your account. You will need to bring in a packed lunch if no school lunch has been ordered this way, the day before, at the very latest.

Due to the limitations on gatherings of children, we cannot use the hall for all children at lunchtime. Therefore, some children will eat in their classrooms. All children will have designated areas to eat outside when the weather allows it.

Uniform, books, PE, Forest School:

Normal uniform is required to be worn everyday. PE kits should be brought back into school. We are aiming to begin a full range of activities including local educational trips and visits. We will be especially encouraging teachers to use the outdoor environment. Reading books will be sent home from the beginning of term for daily reading. We will continue the box drop off system to return books outside the school doors. These will then be cleaned and returned to the school collection.

Breakfast and after school clubs:

We are able to offer a breakfast and after school club which will begin with limited numbers to enable safe working practices. Parents wishing to use this in September must book places for their child before the end of this term.

Drop off and collection:

We have changed the drop off and collection routines in order to avoid large gatherings at any one time (see the Parent policy document).

- **Classroom doors and the gate will be open at 8:45am to spread the arrival of children. No children can enter the site before this time.**
- **White lines around the classroom entrance mark an area that parents are not able to enter.**
- **Collection continues to be from the same locations. Please do not approach the door, staff will send your child as soon as they see you arrive. This will help naturally stagger the collection of children.**
- **Gates will open at 2:50pm. Minidiggers, Piskies, Gnomes can leave from 3pm, Elves from 3.15pm**
- **Please distance yourself from other parents in the playground.**

Finally, as you know we always plan an exciting first week back in school each September. As usual we will focus on the important things about getting to know your teacher, catching up with friends, getting new routines sorted and of course having fun at school! The stories, topics and possible trips and experiences in the planning are, as always, looking great. Now we just need the children back!

All the best,

Chris Parham
Headteacher

Parental Social Distancing Policy

DROP OFF (School starts at 9:00 am)

- Drop off at the designated classroom door anytime between 8:45 – 9:00am
- Classroom doors will be open for children to walk straight in
- No arriving earlier than 8:45am – no playing on playground equipment
- Respect the staff space, don't cross the line into the boxed off area by the door
- Leave the school site promptly, don't gather to chat with other parents

COLLECTION

- Nursery, Reception, Y1, 2, & 3 can leave from 3:00pm from their usual pickup/dropoff locations. (Gates will open at 2:50pm)
- Years 4, 5 and 6 collection at 3:15pm (children can still walk home alone with your permission)
- We will send your child to you when you arrive in the playground
- Stand apart from other parents when waiting
- Don't approach the classroom door unless asked to by staff
- 1 parent only must collect children
- Try to keep collection person consistent within the family if possible
- Don't gather with other parents in any area of the school grounds

ACCESS TO SCHOOL OFFICE

- Call the school if you can for any enquiries (01841 540232)
- 1 parent at a time in the School Office atrium, queue 2m apart if needed
- Use the hand sanitiser provided, speak through the glass screen
- No parent is to enter the school building

Routines

- Wash your child's hands before leaving for school and when they return home
- Full school uniform is required. PE kits are required in school.

Staff Social Distancing Policy

CLEANING

- Follow the cleaning routine – be proactive, wipe shiny surfaces often!
- Report cleaning issues promptly to site team
- Report when cleaning products run low
- Use alcohol based wipes for cleaning intimate care areas
- Leave returned reading books in the return box for 24hrs then wipe
- Remind children to follow the routines for washing hands regularly

COMMUNAL AREAS

- Don't linger to chat in the staff rooms
- Eat in your designated teaching area or any other space that is SD friendly
- Keep to the left in the corridors
- Don't enter another teaching space unless required to
- Don't enter the school office area, wait in the corridor
- Where possible seek to use your own mug etc...

TEACHING ROUTINES

- Remain with your staff and children at all times (apart from your own break)
- Plan lessons that don't require distanced marking
- Mark maths over the shoulder or children self-mark
- Remind children of the routines for shared resources like books and IT equip

FIRST AID & ACCIDENTS

- Treat minor first aid that occurs in your teaching group – record as normal
- **Major accidents override social distance rules – seek senior first aid help or SLT immediately**

Children – keeping safe

ORGANISATION

- School or Nursery bubbles
- Consistent staff where possible within the bubble
- Class assemblies (no large gatherings of children in different groups)
- Staggered lunch times and break times
- Front facing tables where possible
- Clean resources regularly

WASHING AND KEEPING CLEAN

- Wash your hands regularly – soap and water for at least 20 seconds
- Try not to touch your eyes, mouth or pick your nose!!
- Use tissues if you sneeze and put them in the bin straight away!
- Try to keep your distance from other children and your teacher
- Use your pencil, pen and ruler only, don't borrow others

PLAYTIMES

- Keep with your class if possible
- Wash your hands before and after playtime
- No games where you will be touching other children
- After break, freeze at the bell, walk straight into class to your table after the second bell

CORRIDORS & TOILETS

- Keep to the left hand side at all times
- Only use your class toilets and always wash your hands well

GOING HOME

- If walking home on your own: walk with a 2m gap. Go straight home.

SUSPECTED COVID CASE PROTOCOL

IF YOU IDENTIFY A SUSPECTED CASE

- Take the child to isolation room immediately (disabled toilet)
- Notify senior staff who will assign supervision and contact parents

SUPERVISION & CLEANING

- 1 person to supervise the child at all times
- Supervisor should wear PPE (gloves, mask, apron, visor)
- Window should be open and door closed depending on age of the child
- Once the child has left, staff with PPE (gloves, mask, apron) are to clean the room with suitable products. Cleaning waste must be double bagged and quarantined for 72hrs before disposal in the normal rubbish collection

PARENTS ROLE

- Collect your child immediately from school
- Begin isolation period of 14 days of child and immediate family in the household
- Book a COVID test for your child and any family members requiring one
- Contact school with the test result as soon as you have it

SCHOOL RESPONSE TO A POSITIVE TEST

- Child's class and teachers are asked to not attend school and begin 14 days of isolation at home

SCHOOL RESPONSE TO A NEGATIVE TEST

- The child can return to school as soon as they are well and the symptoms have gone



Scenarios for maintaining education during Covid - 19 for 2020/21

Option A	Option B	Option C
<p>When COVID risk is deemed to be low</p>	<p>When COVID risk is deemed to be high</p>	<p>When COVID risk is deemed to be serious</p>
<ul style="list-style-type: none"> • School bubble & Nursery Bubble. • Staff can move between classes in school. • Small, consistent groups of children can move between classes. • Children can socialise between classes outdoors. • Limited wrap around care for a consistent group. • School trips go ahead • Normal school hours 	<ul style="list-style-type: none"> • Class Bubbles • Staff must remain with their class • Children must remain in their class • Children will have segregated play areas • Staggered drop off and collection times • Wrap around care limited to Key Worker children • School trips cancelled • Adjusted school hours 	<ul style="list-style-type: none"> • School closed for most children • School open for Key Worker & Vulnerable children • Online learning via Google classroom & Tapestry relaunches. • Food parcels for FSM children resume.
<p>8.45 Gates and doors open, children come straight in. 9.00 School starts.</p> <p>1hr Lunch</p> <p>14.50 Gates and doors open, children leave as soon as parents arrive. 15.00 Mini Diggers, Piskies and Gnomes may leave 15.15 School finishes - Elves may leave</p>	<p>8.30 Gates and doors open, children come straight in - Monday - Friday 8.45 School starts</p> <p>45 mins Lunch</p> <p>14.50 Gates and doors open, children leave as soon as parents arrive. 15.00 Mini Diggers, Piskies and Gnomes may leave - Monday - Thursday 15.15 School finishes - Elves may leave 13.00 School finishes - Friday</p>	

- Under all scenarios whole school events such as ; Collective Worship, Lunches, Church visits etc will now take place on a class by class basis only.