

SHINCLIFFE C. of E. (CONTROLLED) PRIMARY SCHOOL

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Monday 18th May

Dear Parents,

I hope you are all keeping well.

Following a period of meticulous planning we are now able to share our plans for moving forward should the school partially re-open from 1st June. Parents should be aware that these plans may be subject to change at short notice as further guidance becomes available from the Government and Local Authority. Similarly, the availability of staffing may be affected by illness, self-isolation or family bereavement. This too may cause a disruption to the delivery of these plans. The safety of pupils, staff and families remains paramount.

There is acknowledgement from the Government that the **social distancing measures followed in wider society will be very difficult to maintain within a primary school**. School will look and feel very different for those children who return, as we implement the Government's recommended measures in order to reduce the risk of the virus spreading in our school setting as best we can. **Please note that the school will close early, after lunchtime on a Wednesday for all but the children of key workers**, to allow for a substantial clean to take place and for staff to plan and monitor ongoing home learning.

Groupings

Each child will be placed in a group of up to fifteen children with 1-2 adults. In most cases this will not be your child's usual teacher. This group will be based in one classroom, in which they will undertake all activities and will not mix with any other children within the school. They will have one teaching session a day outside in a clearly defined area. Playtimes will be staggered, with groups playing in separate zones. Key worker children will be absorbed into their class groupings if in reception Y1 and Y6. A separate group(s) will operate for key workers' children in other year groups. If key workers' children in R, Y1 and Y6 require care on a Wednesday afternoon, these children will need to be placed in the key worker group for the whole week and not with their class grouping. This is in order to minimise contacts across groups.

Lunches

The school kitchen will continue to provide school dinners. These will be in a packed lunch format, they will be delivered to the classroom, where the children will eat them at their desk. Lunchtimes will be staggered across the school and the children will go outside to play within their group in separate demarcated zones. The use of play equipment will not be allowed.

Drop off/pick up

Only staff and children will be allowed into the school building. Only one adult should arrive with their child. Year 6 children should walk themselves to school, if this is usual practice / possible. Please adhere strictly to the timings.

Drop off and pick up will be staggered:

- Y6 and Key Workers' Children (unless in Years R and 1) to be dropped off between 8.45 and 8.55am
- Y1 to be dropped off between 9.00 and 9.10am
- Reception to be dropped off between 9.15 and 9.25am

When dropping off please follow social distancing as indicated by the signage and markings and leave the school site as soon as you have left your child in the care of a member of staff.

- Reception to be picked up between 2.50 and 3:00pm
- Y1 to be picked up between 3.05 and 3:15pm
- Y6 and Key Workers' Children (unless in Years R and 1) to be picked up between 3.20 and 3:30pm

If a parent has siblings in multiple year groups, please drop off and pick up in line with the youngest sibling's times.

Please ensure that protocols are followed regarding social distancing when dropping off and collecting your child from the school gate.

Any communication with the school must be by either telephone or email. Teachers will be unable to take messages at the gate.

We cannot facilitate split sessions and pupils should attend for the whole day.

Infection Protection and Control

Any child with symptoms of covid-19, or living with someone who is displaying symptoms of the virus, **must not attend school**.

Extra soap and hand sanitiser have been ordered in preparation for the re-opening of the school. Children will wash their hands, in accordance with Government guidance, on entry into school. This routine will be repeated when the children return from morning and afternoon break, before they eat their lunch and on return to the classroom after their lunch break.

The Government protocol of 'catch it, bin it, kill it' will be followed rigorously and hands washed after any coughs and sneezes.

Frequently touched surfaces around the school, e.g. door handles, taps, desks will be cleaned frequently throughout the day.

In order to minimise physical contact:

- Classrooms will be remodelled
- Markings will be placed around the school to assist with social distancing at pinch points.
- One way systems will be in place for movement around the school.
- The day will be arranged to ensure minimal movement during the day.
- Internal and external doors will be kept open where possible to ensure maximum ventilation

PPE equipment will be available for staff use in certain circumstances e.g. administering first aid or caring for a child who develops virus symptoms.

If a child does present with symptoms of Covid-19, they will be isolated and parents will be contacted to come and collect them immediately. Testing will be available to children displaying symptoms and further information will be available if schools reopen.

Curriculum

The National Curriculum remains suspended. Staff will use their professional judgement to balance learning and wellbeing. This is likely to include use of the extensive resources available for home learning. Reception children will continue to work towards the seven stages of development outlined in the EYFS curriculum, however this will be within the stringent confines of unavoidable health and safety measures. Many resources will be unavailable, as they are unable to be cleaned regularly.

Uniform

In order to minimise movement around the building, children will not be expected to change for PE. Uniform rules will therefore be relaxed. Children are asked to come in school T-shirt and sweatshirt, however they can wear jogging bottoms/ leggings and trainers as they will be making use of the outdoor spaces whenever possible.

What your child will need to bring

-named water bottle (to go home each night for cleaning)

-pencil case with pencil, pen, pencil sharpener and coloured pencils (Y1 and Y6 only)

This will remain in school for the week.

-coat

Please don't send your child in to school with anything else.

Administration of Medicines

If your child requires any form of medication (other than those on medical plans with inhalers/epi-pens already in school) please contact the school office to arrange hand over of medicines and to complete the documentation.

Timescales

School will be closed to children other than those of key workers on 1st June. This is an INSET Day and will be used for the continued preparation of the school site. It is our intention to begin a phased reopening on Tuesday 2nd June with Reception class, followed by Year 1 on Thursday 4th June and Year 6 on Monday 8th June. This may need to be paused at short notice should we be unable to continue the planned reopening due to staffing or health and safety requirements. Each week beginning on the 8th June, school will close at lunchtime every Wednesday for all pupils other than those whose parents are key workers. This is in order to enable a cleaning of resources and equipment across the site. Lunch will be served prior to collection. Collection times will be as follows each Wednesday, from 10th June:

- Reception to be picked up between 12.30 and 12:40pm
- Y1 to be picked up between 12.45 and 12:55pm
- Y6 to be picked up at 1pm

Preparing your children

Parents will, no doubt, wish to discuss the possible return with their children. We suggest you make use of the wellbeing resources available via DB Primary and the School Website

Communication

We will continue to keep you updated via text message, email and the website. The School Office will be closed from Friday 22nd May. The team have worked continuously without a break since coming back after February half term. The Office will reopen again on Monday 1st June. Please contact us at shincliffe@durhamlearning.net

Government guidance says that they believe that all children in these year groups should attend school if they are able to. However, this is not compulsory and no action will be taken and no fines will be issued to parents who decide they do not want their children to attend.

Many parents have already been in contact with us to let us know if they intend to take up a school place should school reopen to wider year groups. They do not need to contact us again. I ask parents to inform school as soon as possible, if they have not already done so, if they require a place from the 1st June should school reopen. **You must inform us by 12 noon on Wednesday 20th May if you require a place.** Please use our email address: shincliffe@durhamlearning.net to respond. If you are not able to email, you can leave a message on the school phone.

I am aware of the efforts made by many parents to support your children's learning at home. I am extremely grateful to our staff, who have worked tirelessly to provide meaningful and manageable tasks for them to do at home. I recognise that this is a time of great uncertainty. We have measures in place for children continuing with home learning and this will mirror the work taking place in school.

Our school will not be the environment that your children are used to, but be assured that we will do all we can, in spite of the restraints, to make it a pleasant learning environment

I thank you for your continued support during these difficult and unprecedented times.

Take care and stay safe.

Yours Sincerely

Mr Tait