

SHINCLIFFE C. of E. (CONTROLLED) PRIMARY SCHOOL

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Thursday 4th June

Dear Parents,

I hope you are all keeping well.

Following a period of revised planning we are now able to share our plans for further re-open from week beginning 15th 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 with a hot option available. I am grateful to Mrs Snook who has worked so hard to put these arrangements into place. Meals 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. Signage will support you with this.

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. Children will only be allowed to return to school following the required period of isolation or a negative test result. If they test positive then all children and staff within the child or adult's group will be sent home and will need to self-isolate for 14 days.

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. Clean clothes should be worn each day.

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

-named sunhat if you wish

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 15th June. This day will be used for the final preparation of the school site. It is our intention to begin a phased reopening on Tuesday 16th June with Reception class, followed by Year 1 on Thursday 18th June and Year 6 on Monday 22nd 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 22nd 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 24th 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. Please contact us at shincliffece@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.

We will assume that parents who have already been in contact with us to let us know they intended to take up a school place for the proposed reopening week commencing 1st June will take up places from 15th June. 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 15th June. **You must inform us by 12 noon on Monday 8th June if you require a place.** Please use our email address: shincliffece@durhamlearning.net to respond. If you are not able to email, you can leave a message on the school phone.

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.

Mr Tait

REMINDER: Further information for parents of children potentially returning to school in June:

Shincliffe CE Primary School

Advice for Parents/Carers

- Parents/Carers must report to the school any symptoms of COVID 19 that their household may have.
- Where children or a member of their household displays symptoms of the coronavirus, they are to follow [the Guidance for households with possible coronavirus infection](#). **They must not attend school.** Parent/Carers are encouraged to access testing facilities available where symptoms are displayed.
- Children displaying symptoms will **not be** permitted into school until a [7/14-day isolation completed](#).
- Access to the school site will be controlled. Please follow the directions of school staff and the signage displayed.
- Children in Reception and Year 1 must be accompanied to school each morning by one adult. Y6 may walk unaccompanied if parents give permission.
- Please maintain social distancing when entering the school site and follow all appropriate direction and signage.
- The start of the school day has been staggered to allow controlled access into the school building by children. Please adhere strictly to the advised times.
- Parents/Carers are advised to leave the school site immediately after drop off and pick up.
- Parents/Carers are not permitted to enter the school building. Please email or telephone the School Office.
- Children will be met at the drop off area by a staff member.
- Children will store outdoor clothing and bags in designated area within each classroom.
- Those children with their own clearly named packed lunches and water bottles are to store them within a designated area of their allocated classroom.
- Children are supervised to wash their hands at the start of the school day. Children taught how to wash their hands by staff members. Children that need support to wash their hands are supported by a member of staff.
- Children are not permitted to wear a face covering or face mask within the school building.
- Parents/Carers are advised to ensure that children wash their hands when they arrive home from school.
- Parents/Carers are advised that children should attend school in clean clothes each day.
- Parents/Carers are advised that water bottles are to be thoroughly washed and lunch boxes wiped over with anti-bacterial spray when they arrive home.

Behaviour principles for returning to school during COVID-19

- We expect children to arrive and leave promptly in their designated time slot and follow social distancing routines for arrival and departure
- We expect children to following school instructions on hygiene, such as handwashing and sanitising
- Children will only socialise with pupils in their 'bubble group' at school
- We expect children to move around the school as per specific instructions (for example, one-way systems, out of bounds areas, queuing)
- We expect children to follow the 'catch it, bin it, kill it' approach when sneezing/coughing, with tissues provided, children will be expected to avoid touching mouth, nose and eyes with hands
- Children will be expected to tell an adult immediately if they are experiencing symptoms of coronavirus
- Children will have their own equipment including their own water bottles with no sharing permitted
- Children will play in their own 'bubble group' at breaks or play times with designated areas for play
- Children will only use toilets when instructed by teachers with only one person at a time accessing the toilet area
- We expect children to not cough or spit at or towards any other person
- We expect parents to support pupils at home about their child's conduct in relation to remote education and reinforcing online safety
- Children will receive rewards and sanctions as outlined in the main Behaviour Policy