

## Guidance for Parents

### Children returning to school September 2020

*The school has performed a full risk assessment process under the direction of Worcester Children First (WCF) and has been given the green light to open fully. This risk assessment process has been overseen by Public Health, Health & Safety and Safeguarding teams within WCF.*

#### Arrangements for restarting school - September 2020

You should have received an email on Wednesday 1st July containing specific details for your child(ren).

**Please refer to your letter for your child's specific transition day(s).**

To summarise the transition:

- **New Nursery** children have been invited to attend 2 Stay & Play sessions week commencing Monday 7th September. Usual hours will commence from Monday 14th September.
- **Existing Nursery** children will attend their usual hours from Thursday 3rd September.
- **New Reception** children have been invited to attend a story time session on either Thursday 3rd **OR** Friday 4th September and then 2 transition days the following week on either Monday/Tuesday (7th & 8th) **OR** Thursday Friday (10th & 11th).
- **Years 1 - 4** will attend a transition day on either Thursday 3rd **OR** Friday 4th September as advised. They will then return to school full time from Monday 7th September.
- On Wednesday 2nd September identified children will be invited to school for an enhanced transition meeting.
- All children will be in school for their usual hours/full time from Monday 14th September.

**For further clarification or if you have misplaced, forgotten or not received your child's individual information, please contact the school office on Tuesday 1st September**

The poster features the Public Health England logo in the top left corner. The title 'Education guidance' is centered at the top in a large, white font. Below the title, the text reads 'The most important symptoms of coronavirus (COVID-19)'. Three circular icons are arranged horizontally, separated by the word 'or'. The first icon shows a person coughing, with the text 'new and continuous cough' below it. The second icon shows a person with a thermometer in their mouth, with the text 'high temperature' below it. The third icon shows a person holding their nose, with the text 'loss of, or change in, your normal sense of taste or smell (anosmia)' below it. To the right of the icons, the text states: 'If you have symptoms of coronavirus, you need to self-isolate for 7 days. If you live with someone who has symptoms, you need to self-isolate for 14 days from the day their symptoms started'. At the bottom right, a green box contains the text: 'For most people coronavirus will be a mild illness. However if you have any of the symptoms you should self-isolate at home'.

The Government has deemed it safe for virtually all pupils to return to school in September 2020 following a period of restricted attendance. We will be endeavouring to follow their guidelines to ensure that the pupils and staff are as safe as possible; we will be putting procedures into place to maximise this and these are spelt out here. The government is clear in the guidance that we cannot be expected to maintain a social distance of 1m at all times with pupils but we will be working through a hierarchy of measures that include:

- Avoiding contact with anyone with symptoms - **any child displaying any symptoms at home must not be sent into school and school should be informed. Any child with symptoms in school will be isolated and parents informed so they can go straight home**
- Frequent hand cleaning and good respiratory hygiene practice
- Regular cleaning of settings
- Minimising contact and mixing

### **Organisation**

Children will mainly be in their class groups of around 30 children. They will spend most of their time with their class. They will mainly be taught by their class teachers supported by the allocated Teaching Assistants.

### **Class Sizes and Rooms**

Children will mainly be taught in class groups within the same classroom. Those who have hot dinners will use the hall at lunchtime. Children participating in Forest School (Year 1 and Year 3 in the first instance) will use this area. All children will use the outdoor areas and playground allocated to their Key Stage. Some rooms (such as the Computing Suite) are used by more than one group of children.

Where possible, we are following guidance to have forward facing desks with children seated side by side rather than opposite. This is not always practical for our younger children and teachers will use their professional discretion whilst meeting health and safety needs.

All bags and belongings will be hung in the corridor. Anything brought in to school should be minimal. Please do not bring in any additional items. Should there be any specific items your child requires to support their individual needs please call/email to discuss this prior to bringing the item into school.

### **Reading Book Bags**

Children need to continue to read regularly and practising this at home is an important part of their learning. Our planned system for managing this is to change books weekly and quarantining books as they are returned. Systems for this will be finalised in September.

### **Lunch time**

Nursery children will eat their packed lunches in the Nursery classroom. All children in Reception, Year 1 and Year 2 are entitled to a daily hot lunch provision (Universal Free School Meals). These meals will be served and eaten in the hall. Children will eat with children within their Key Stage (Year One and Year Two will be together, Year Three and Year FOur will be together). To avoid cross contamination of groups, each Key Stage will have their own lunch sitting. Children who bring packed lunches will eat their food in a classroom within the Key Stage. Children in Key Stage 2 who are entitled to a free school dinner or who pay for a hot lunch will eat in the hall. Please use this link to see the latest Covid statement from Shire Services [JULY2020 000 V2 Parent School Meals Information Sheet.pdf](#)

### **Curriculum**

A broad and balanced curriculum will be taught to all pupils. Well-being will be a priority and additional time to focus on this area will be given. Pupils will be given opportunities to cover any missed learning and to catch up where gaps are identified. Some identified children will participate in intervention groups or individualised tuition in order to facilitate further progress.

## **Equipment**

Children will be allocated their own stationery pack which will include daily use equipment e.g. pencil, ruler, whiteboard pen and whiteboard rubber etc. These will be kept in a labelled plastic bag

## **Assemblies**

There will be no large gatherings within the school. Classes will participate in assemblies in their classrooms. During the week, there will be Zoom assemblies linking up classes across the school.

## **Break time and Lunchtimes**

Children will play in their allocated playground with children in their class and the rest of the Key Stage (4 classes in total). At lunchtime, those who bring packed lunches will eat in one of the classrooms in that Key Stage and those who have hot dinners will eat in the hall. There is a separate sitting for each Key Stage.

## **Uniform**

Pupils will be expected to wear school uniform. Guidelines suggest for people to change clothes as soon as they get home and place them straight in the wash so a change of clothes is encouraged each day.

## **PE Kit and Forest School Clothing**

To begin with, we are going to suggest that pupils come dressed for PE and Forest School on the days when these activities are timetabled. This is to avoid potential spread of coronavirus on clothes and to reduce the amount of things being brought into school by pupils. Parents will be informed in September when the sessions will take place for each class.

## **Entry and Exit**

Parents are asked to bring children between 8.45 am and 9.05 am. They will be able to use either of our two entry/exit points (the gate by The Dock or the entrance that leads from the front of the school past the Tulip Tree Children's Centre). Both entry/exit points will operate a two way system but social distancing is encouraged and parents will be guided by red footprint markings on the playground floor.

Parents are requested to not have long discussions with the adult on the door during drop off or pick up times and not to hold up the queue. If longer discussion is needed, please phone or email the school office.

Pick up will be between 3.00 pm and 3.20 pm (3.30 pm for Nursery). Parents are asked not to gather around the gate. There will be social distancing signs on the gate.

***For parents who are waiting: please use the space on the playground to create distance between yourself and others. Please keep other children with you (and under control). The climbing wall and tyres will not be available for use before and after school.***

## **Late arrivals/collections**

As we have added additional time, it is hoped that parents will work with the school to ensure that they are on time to drop off and collect their child(ren) within the extended time window. In the event of a child being late or a parent collecting late, parents will need to go to the office and then may be asked to go round to an alternative door. This is due to our restricting children from different groups using the same spaces of the school.

## **School Office**

If parents need to contact the school office, they are asked to do this by email or phone call if possible. If there is a need to visit the school office there is a restriction to one person in the entrance hall at a time and for visitors to stand back from the hatch. It is easy for this area to become congested and we therefore ask parents to avoid the office at the busiest times.

## **Transport to and from School**

Where possible pupils should walk to school. Parents are encouraged to use their own cars to transport pupils to school where it is not possible for them to walk. If your child uses a scooter/bike to travel to school please ensure your child remains with you and gets off and walks alongside their scooter/bike when entering the school site.

## **Movement around School**

This will be kept to a minimum. Corridors are marked to show direction. Any corridor movement is monitored to limit the amount of contact and pupils mixing.

## **Cleaning**

In order to ensure that health and safety is a high priority, there will be increased cleaning of all touch points, i.e. handles, taps, toilets, doors etc. Each classroom used will be thoroughly cleaned each evening. Where possible internal doors will be kept open using door wedges to prevent contacts.

## **Personal Protective Equipment (PPE) including face coverings and face masks**

Wearing a face covering or face mask in schools or other education settings is **not recommended for children**. Please see below from the DFE

“Based on current evidence, Public Health England does not recommend the use of face coverings in nurseries, childminders, schools or colleges (except in some specific circumstances).

This is because:

- children, young people and staff are mixing in consistent groups
- not using them correctly may accidentally increase the risk of transmitting the virus
- there may be negative effects on communications and therefore on your child’s education”

More details in the Government guidance: [What parents and carers need to know about early years providers, schools and colleges in the autumn term](#)

## **First Aid**

Children with minor first aid needs will be dealt with by the members of staff linked to their class/Key Stage. In the case of needing further first aid, the child will need to be brought to the First Aid room where they can be treated.

## **Inhalers and other medical needs**

Children need to have their medical equipment e.g. inhalers, epi-pens, etc in school. They will be kept in the classroom where they are easily accessible. Parents must make sure these are up to date.

## **Soiling**

If a child soils, appropriate PPE will be used by staff dealing with the situation.

## **Wraparound Care**

We have been informed by the Hangout Club that they intend operating again from September.

## **Shielded and Clinically Vulnerable Children**

“A small number of children and young people may be unable to attend in line with public health advice because they:

- are self-isolating
- have had symptoms or a positive test result themselves
- are a close contact of someone who has coronavirus (COVID-19)

Shielding advice for all adults and children was paused from 1 August. This means that children and young people can return to school or college if they:

- are on the shielded patient list
- have family members who are shielding

See the [guidance on shielding and protecting people defined on medical grounds as extremely vulnerable](#) for the current advice.

Children and young people under the care of a specialist health professional may need to discuss their care with their health professional before returning to school or college. This should usually be at their next planned clinical appointment.

If children are not able to attend school because they are following clinical and/or public health advice, you will not be penalised.”

### **Please contact the school to discuss your individual issue related to this section.**

If a child, young person or a member of staff lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, they can attend their education or childcare setting.

## **Government Guidance**

The government has produced a guidance document for parents. We would urge you all to read this document. [What parents and carers need to know about early years providers, schools and colleges in the autumn term](#)

**It is important to note that the plans for school opening may change as close as 24 hours before the 2nd September 2020 depending on government guidance and infection rates. If we are advised to change our offer of provision, or have to for any other reason this will be communicated by email which could be right up to September 1st so please check your inbox regularly just in case.**

CFSN return to school guidance for parents document updated 23 August 2020