

Guidance for Parents

Children returning to school March 2021

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.

The government has deemed it safe for all pupils to return to school in March 2021 following a period of restricted attendance. We will be following their guidelines to ensure that the pupils and staff are as safe as possible; we will be continuing to follow procedures put in place to maximise safety. 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

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 illustrate the symptoms: a person coughing, a person with a fever, and a person with a hand to their nose. Below each icon is a label: 'new and continuous cough', 'high temperature', and 'loss of, or change in, your normal sense of taste or smell (anosmia)'. To the right of the icons, 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'. A green box at the bottom right 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'.

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. Some staff work with more than one class or year group and we are unable to organise it differently.

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. All children will use the outdoor areas and playground allocated to their Key Stage. All pupils will use the Forest Area and the Trim Trail at allocated times. Some rooms (such as the Computing Suite) are used by more than one group of children. Additional hygiene arrangements are in place to restrict transmission of the virus by touch.

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 system for managing this is to change books weekly and quarantining books as they are returned. We are hoping to use an online reading scheme in parallel to our current arrangements.

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 Covid statement from Shire Services (unchanged since September) [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

Until Easter, children are not expected to wear school uniform. This decision has been made to support our intention that there will be active sessions for all pupils every day. These sessions may be PE, activities in the forest area, time on the trim trail or other exercise and activity opportunities. Children should come

to school each day wearing clothing and shoes suitable for being active. Track suits, leggings and trainers are ideal.

Parents should be aware that, with temperature changes and due to increased ventilation in school, it is not always possible to keep the classrooms as warm as we would like. Please make sure children have layers of clothing and coats in school. The children will be outside as part of their learning time every day.

Entry and Exit

Both the entrance by The Dock and the entrance by the Tulip Tree will be open. Please be mindful of other families and the need to respect social distancing. A keep left expectation will be in place. Please keep to the left around the school site. Please do not gather in groups on the playground.

All adults are asked to wear face masks while on the school site unless officially exempt

We also ask that, where possible, only one adult drops off/collects their child(ren)

In order to support social distancing and to avoid parents gathering in large groups, we have continued our extended dropping off and collection times. Children can start school between 8.45 and 9.05 and be picked up from 3.00 to 3.20 (3.30 for Nursery). The reason for having this 20 minute slot is to give a window of time so that parents do not need to wait in queues and can avoid congregating on the playground. Although schools will be open, the social distance rules and non-mixing expectations will still be in place and we ask parents to comply with this on and around school premises.

The gates will not be opened until 3pm so please avoid the waiting time and do not arrive early. Before Christmas many parents were choosing to pick up at 3pm instead of using the opportunity of using the whole 20 minute slot. If you are unable to wear a mask (due to health reasons) or have health issues which mean that you are more at risk, please choose the quieter times to collect your child(ren).

Children will use their individual classroom doors as entrance/exit points. Both Year 2 classes use the door at the bottom end of the Key Stage One playground.

The Key Stage 1 and Nursery playground is the place where most congestion occurs. We therefore ask that parents who have more than one child, where possible, drop Nursery, Year 1 and Year 2 children off last and pick them up first. This will avoid having additional children using this space

We would like to avoid children using the main office as an entrance/exit. As we have extended the drop off and collection times, we ask parents/carers to use classroom doors as much as possible. If children are late, parents may still be asked to take them round to their classroom

Parents/carers are asked to use our playground markings (red line and footprints) to assist with socially distant queueing

Children using bikes or scooters must not ride these on the playgrounds

Children must not use our playground tyre park or climbing wall before and after school. Please supervise any younger children when you are waiting for their siblings

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.

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. Toilets have additional cleaning. 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 permitted but not mandatory for pupils of First School age

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 8th March

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 have a letter advising them to shield.

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.

Self isolation

Some children will be unable to attend school due to the restrictions in place for those who have coronavirus or have been in contact with someone who has had coronavirus. Please inform school at the earliest opportunity if this affects your child. This includes any child(ren) who

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

Government Guidance

The government has produced a guidance document for parents. We would urge you all to read this document. [What parents need to know about early years providers, schools and colleges during COVID-19](#)

CFSN return to school guidance for parents document updated 1st March 2020