



Returning to School

September 2020/21

Updated: 17th July 2020

Welcome to our guide for returning to school

On 2 July 2020 the government announced that all pupils will be expected to return to school from September 2020 and that school attendance will again be mandatory for all pupils of compulsory school age (5-16 years).

We understand that some pupils, parents and households may be reluctant or anxious about pupils returning. This may include:

- pupils who have themselves been shielding previously but have been advised that this is no longer necessary;
- pupils living in households where someone is clinically vulnerable; and/or
- those concerned about the comparatively increased risk from coronavirus (COVID-19), including those from Black, Asian and Minority Ethnic (BAME) backgrounds.

If you have any concerns about your child's return to school due to the risk of COVID-19, please contact your child's Academy so that we can listen to your concerns and explain the measures we are putting in place to reduce the risk in school.

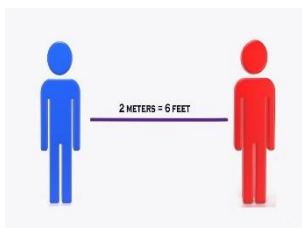
We are looking forward to welcoming all our children back to school, but safety is still our highest priority. Our CLF Health & Safety experts work closely with all our schools to ensure suitable measures are in place to make the school as safe as possible for our pupils. The school Risk Assessments remain live and under continuous review and the school sites will be inspected for compliance. We will continue to follow Public Health England and government guidance, and any guidance from the Local Authority. We hope this will provide some reassurance and give parents and carers the confidence to support their child's return to school.

The first of the government's five controls to minimise risk of infection is to minimise contact with anyone who has any coronavirus symptoms, or anyone who has someone in their household with symptoms. Therefore we want to stress that **if your child has any of the symptoms** (fever, a new cough, loss of smell/taste) **they must not come to school. If anyone in your household has any of these symptoms, your child must not come to school.**

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Social distancing



We will try our best to maintain social distancing measures at school – this means keeping a distance of 1 metre plus between staff and children, as far as this is possible and for as much of the day as possible. Distancing of 2 metres will be expected between staff and parents not working within the same bubbles.

What is a 'bubble'?

All children will be in 'bubbles'. The school will implement primary bubbles and secondary bubbles. The aim of these protective bubbles is to minimise contact with other children, and reduce the risk of spreading the COVID-19 infection.

Primary bubbles are the class groups, with the class names you will be familiar with. Secondary bubbles are groups of children from different year classes; the pupils involved in these will be consistent. Secondary bubbles include breakfast and 'Parachutes' After-school Child-care and academic interventions.

Bubbles of children and staff will be kept separate from all other bubbles in the learning space and throughout the day. Class bubbles will be taught and cared for by the same staff, including School Meals Supervising Assistants (SMSAs) and will contain the same children every day.

Bubbles of children will have separate breaks, outside learning and lunchtimes, and will have specified cubicles and times for toileting during the day. The arrangements have been put in place to reduce contact between a wider group of children.

When can we return to school?

Thursday 3rd September 2020

This is the first day of school and we are inviting all families to attend on this day. Reception children will attend as per our Reception transition guide on the website: <https://haywoodvillageacademy.clf.uk/curriculum/new-reception-2020-21/>

Before arrival

In order to support us in our efforts to keep school safe and clean we would like you to follow these guidelines:

- Social distancing:
You will note the 2 metre and 1 metre plus markers as you enter the school site and we expect you to adhere to social distancing between children and parents.
- Uniform:
We do expect the children to wear school uniform. NK Sports are now operating an online ordering system. We would advise daily washing of clothes after being in school. Children can wear their PE kits instead of school uniform on the day they have PE.
- Equipment:
Please do not bring pencil cases or equipment to school. The school will provide all equipment. Children should bring their book bags into school daily. As a reminder, our pegs and cloakrooms cannot support rucksacks and we ask that children do

not bring rucksacks to school and that these are not purchased ahead of September. A school book bag can be purchased via NK Sports. On Forest School days, they can bring an additional different carrier bag. They can carry their water bottle and weather related clothing, such as a raincoat or sun hat as required.

What is in place for when children arrive?

It will be important to adhere to the guide below to ensure we are all practising safe measures for a safe return to school.

8:30 am	The school gates to playgrounds will be available for families to use prior to school. This will relieve the volume of people on the pathways leading into the school. We expect <u>all families to supervise</u> children if you are using the school at this time and adhere to society's social distancing guidance of 1 metre plus.
8:40 – 8:55 am	Children can begin to enter classrooms via the classroom external doors. Key Stage 2 (Year 3-5) children can be encouraged to walk from the school gates directly to the classrooms but only at this time. Year 4 and 5 children may be encouraged by parents to independently walk/cycle to arrive at school for this time. A letter will need to be provided by parents to the Principal to confirm this intention. This does not include younger siblings accompanying Year 4 or 5 children.
8:55 – 9:05 am	Registration in class
9:05 am	Lessons will start and we expect all children to have arrived by this time as we do not want a late flow of traffic through the reception office entrance.

Further arrival and collection routines – start and end of day

Parents will **not** be allowed into the school building. We ask that the school office is approached less and as much contact as possible with the school office is made via email or telephone. If you do need to come to the school office reception, the staff will aim to support you but the window will not be opened. If you notice another adult in the reception, please wait until the reception area is clear before you step in.

We request that drop off and collection is limited to one parent per family to limit the number of people congregating. To avoid large numbers in the playground at drop off and collection times, a member of the senior school staff will be present to support parents to encourage their children to move safely off the premises.

3:00 pm	The school gates to playgrounds will be available for families to use prior to school finishing. This will relieve the volume of people on the pathways leading into the school.
3:10 pm	Classroom doors will open for Reception, Year 1 and Year 2.
3:20 pm	Classroom doors will open for Pre-school, Year 3, Year 4 and Year 5.

Is attendance compulsory and what happens if I am late?

The government has confirmed that attendance is statutory. The Cabot Learning Federation has produced a guide to attendance that can be located on our website.

It is currently located <https://clf.uk/wp-content/uploads/2020/07/2020.07.10-CLF-Attendance-Booklet-for-Families-Sept-2020.pdf>

If your child is late (9.05 am), please report to the school office reception and provide the reason for lateness on the inventory sign-in system.

Lunch arrangements, morning snack and drinks

It is only pupils in Reception, Year 1 and Year 2 who receive the free government funded infant school meals. Other children who qualify for a free school meal in KS2 are those who are eligible if the family is in receipt of qualifying benefits. To find out more follow this link:

<https://www.n-somerset.gov.uk/my-services/schools-learning/local-schools/free-school-meals>

If your child is not entitled, you will need to pay for and order your child's school meals via Tucasi at a cost of £2.30. If you do not want to pay for school lunches, KS2 children (Years 3 – 5) can bring in a healthy packed lunch.

The menu has recently been reviewed and hot school meals will now be an option.

Children in Pre-school, Reception, Year 1 and Year 2 will eat in the Sports hall in their bubbles with Class Teachers and School Meal Supervising Assistants (SMSAs) supporting them. They will sit and be asked to line up as a group. Once the bubble has finished their meals, they will then have an opportunity to play outside in allocated playground zones with their nominated SMSA supervising.

Children in Key Stage 2 will play first and then eat their lunch in their classroom alongside their allocated SMSA. Lunches will be delivered to their room to avoid mixing between different bubbles.

All children will wash their hands thoroughly before eating. Staff will clean the tables after the children have finished eating.

Children should bring in their own water bottles (named) as our water fountains are not available. Children in Pre-school, Reception, Year 1 and Year 2 will be provided with a healthy fruit or vegetable snack each day. Children in Year 3 – 5 will be able to bring in a healthy snack from home for morning breaktime.

Will children get a chance to play at breaktime?

The school will still have playtime but as the school will have approximately 400 children on site, there will be two separate playtimes in the morning: one for Preschool, Reception, Year 1 and 2 and a separate time for Years 3, 4 and 5. The children will have playground zones and play within their bubble and be supervised by their adult who will be supporting them in their respective classrooms.

Learning environment

Please see an example of the Year 2 classroom photographed below. The environment is clear and organised differently to usual with children's desks facing forward.

When working in their 'classrooms', children will be encouraged at all times to maintain social distancing. We appreciate it will be very difficult for them, especially our youngest children, but children will be discouraged from having any physical contact with each other. Children will spend a large portion of their day sat at a table completing work or playing in isolation with equipment that can be cleaned. Children will be allocated their own set of equipment to use, they will not be allowed to share or bring in anything from home. The school will provide a pencil case for all children.



For children in Pre-school and Reception, the environment will be very similar to what you would expect but with fewer soft toys and equipment that is harder to clean daily. We will encourage social distancing but not prohibit interaction as it is crucial to their development.

Behaviour Policy

We will update the website with our Behaviour Policy that reflects current practice in school. Our school promotes positive behaviour and children have responded extremely well to the current guidance. However the update reflects that inappropriate behaviour such as deliberately breaching social distancing measures including going into different bubbles and non-compliance of hygiene measures will warrant the severest sanctions.

Will other policies and the school website be updated?

Yes. Over the holiday break and into September, all school policies will be reviewed to reflect current details held within this document, agreed practice across our trust and amendments necessary to support very specific arrangements, for example how to support pupils with underlying health conditions.

Cleaning

The school will continue to undertake enhanced cleaning regimes. We will be introducing a range of measures to help keep our school clean. We will have daily enhanced cleaning by our cleaning contractors. Our teaching and support team will also 'clean as we go' all frequently touched surfaces.

We will ensure that all children and staff wash their hands thoroughly (for at least 20 seconds, with soap, under running water, and dry well, or use hand sanitiser) upon arrival and frequently throughout the day, particularly before/after going to the toilet, eating, going outside or handling resources. Please reinforce this with your child at home and help them to establish good habits of thorough hand washing regularly. We have noticed that children have been very well during the summer term, with those attending school very rarely becoming ill with minor common illnesses.



Will my child receive a reading book and a library book?

Our library system will be temporarily placed out of action, with library books being distributed across the school to reflect the themes of enquiry each year group will be learning about. Home reading books will be sent home weekly as previously organised. Our teachers are to establish and communicate the timings of weekly book changes.

Further detail on school uniform

Pupils are to wear full school uniform from September. NK Sports are providing an online service: <https://www.nkgrouppuk.com/> NK Sports are keen to promote:

- FREE delivery for orders over £50
- Discounted shipping rates for orders below £50
- Klarna payments, 'Buy Now, Pay in 30 Days'

On days when pupils have PE, which will be shared in September by each Class Teacher, children can wear PE kit, which includes a school 'hoodie' or jumper and plain tracksuit bottoms. We strongly advise clean trainers to be worn for Key Stage 2 children.

Breakfast Club

Families can book into Breakfast Club via the Tucasi booking service. Payments are made prior to confirmation. The Breakfast Club will run from 8 am until school starts. Supervised by 4 members of staff, children will need to arrive via the office reception and be signed in. Children will then play or be seated in class bubbles within the Sports Hall. They will be served a cereal breakfast only and the cost of the provision reflects increased staff and less variety for breakfast. Breakfast club will cost £2.50 for children in Reception through to Year 5, and £4 for pre-school children.

Parachutes After School Child Care

Families can book into Parachutes After School Child Care via the Tucasi booking system. Children will be collected via their classrooms by our staff and taken to the Sports Hall. The pupils will be placed in a secondary bubble of either:

- Pre-school, Reception, Year 1
- Year 2 and Year 3
- Year 4 and Year 5

Due to challenges with food deliveries, children will need to bring in their own after-school snacks. The provision will be available until 5:30 pm. Prices have been reduced to reflect the provision that is being offered.

The cost of Parachutes is £4 for the short session (until 4pm) and £7 for the longer session (until 5:30pm). For **pre-school** children the cost is £4 for the short session (until 4pm) and £9 for the longer session (until 5:30pm).

First aid and illness

First Aid provision will remain in place at school. A qualified first aider will be on site at all times. Appropriate Personal Protective Equipment (PPE) is available for first aid use.

What happens if my child shows symptoms of illness at school?

As expected, if your child becomes unwell at school they will be taken to an isolated area and you will be called to collect them. We would appreciate it if you could collect them as soon as you receive a call from us to help us keep all members of the school community safe and well. Staff will need to use PPE when helping your child in this instance. We will bring your child out to you to avoid you coming onto the school site.

If your child or an adult in school shows symptoms of coronavirus, we will need to send them home and will expect you or them to have a COVID-19 test. The class bubble will need to be closed until a test result is shared. If this test shows to be positive, all children and adults within that child's group will be asked to self-isolate for 14 days. We ask that all parents make preparatory plans for the Autumn term should this sudden and swift action be required. During the 16 weeks of partial school closure we only had to close for 1 afternoon, only to return on the Monday as the test proved negative as expected. As stated previously children have proved to be very healthy during the summer term.

Symptoms of CORONAVIRUS (COVID-19)



Fever



Shortness of breath



Cough

Further guidance

You can find further information related to Covid-19 and school opening, attendance and guidance here: <https://clf.uk/covid-information-hub/> which is updated regularly. Further guidance from the Government is available here: <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak>

Information in English and in Other Languages:

Doctors of the World has produced translations of Coronavirus information about how to stay safe: <https://www.doctorsoftheworld.org.uk/coronavirus-information/>

NHS.UK

NHS UK has the latest advice and general information about COVID-19. For more information visit: <https://www.nhs.uk/conditions/coronavirus-covid-19/> NHS 111
To check your symptoms, please visit: <https://111.nhs.uk/service/COVID-19/> or call 111 to speak to an operator.

If you have any further questions please contact the school via enquiries@haywoodvillaegacademy.org.uk