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Headteacher: Mrs Tracey Hickie



Thursday 23<sup>rd</sup> July 2020

## **September Plans**

Dear Parents and Carers,

Having consulted with staff, governors and Hampshire Local Authority, I would like to share the relevant information about our plans for September with you; I also attach a copy of our child-friendly information. This information has been taken from our full Risk Assessment.

Please take your time to read these documents – I apologise for the length of my letter in advance but would rather you had as much information as possible so that you understand the steps that we are taking to try and keep all members of our school community safe.

## **Children who are unwell**

- We will follow guidance provided by PHE (Public Health England) in relation to children and members of their family who become unwell
- If any child becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell, they must not come to school and parents must arrange for tests for every member of the household to see if they have coronavirus (COVID-19).
- In the event of a positive test, they must self-isolate for at least 7 days. Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.
- If a child becomes unwell while at school, parents will be required to collect them from school as soon as possible. If they are displaying Covid symptoms, they will be isolated from other people and the staff member with them will wear PPE.

## **Hygiene / Cleaning**

- Additional cleaning products, tissues, wipes, hand wash and sanitiser have been purchased
- Cleaning hands x 6 times a day for all adults and children
- Additional cleaning will continue to take place from our cleaners but all staff will need to take responsibility for additional cleaning of equipment and surfaces as required
- The surfaces and laptops in The Loft will need to be cleaned before and after use

## **Bubbles**

- Our bubbles will be 'Class Bubbles' for the majority of the day
- Staff can move between bubbles to support children (e.g. PPA cover and interventions)
- We will have some 'Year Group Bubbles' of selected children e.g. For interventions
- Staff to maintain distance from pupils from other bubbles as much as possible
- Children should be discouraged from making physical contact with one another

## **Attendance**

- We are looking forward to having all children back to school in September when our Attendance Policy will be applied again

### **Timings for the school day**

- No children should arrive before 8:35am (Excluding children attending Breakfast Club)
- Extended arrival time 8:35-9:00am
- All 3 site entrances to be used. Collection points are the same as arrival points.
  1. Fernhill Road main gate– Year 3 Spitfire / Year 3 Hurricane / Year 4 Concorde
  2. Fernhill Road via the staff car park
    - a. Office entrance - Year 3 Lancaster / Year 4 Hawk / Year 4 Eagle
    - b. Into the building through the external classroom door - Raptor
  3. Alleyway from Blunden Hall
    - a. Comet & Tornado - lower school doors into building
    - b. Lightning – own door into classroom
    - c. Merlin & Vulcan – veranda doors into building
- Car park – coned off area in the top part of the car park
- 3 members of staff will be on duty every morning – at each of the site entrances
- When dropping off and collecting children, parents and siblings must respect social distancing rules.
- Classes will leave the building one class at a time. Parents must leave the school site / go to their next collection point straight away
- Children who choose to wear face coverings to and from school will be asked to remove them when they enter the building

### **Classroom Arrangements**

- Forward facing desks in all classrooms
- Doors should remain open
- Windows should be open
- No soft furnishings in classrooms (e.g. cushions, soft toys)
- Talk partners will not be changed weekly.

### **Toilets**

- No more than one child per class to leave the classroom at any one time
- No more than three children in the toilet at a time. Children will be asked to keep their distance while waiting

### **Breakfast Club**

- Pre-booked slots only
- Entry through office door
- Breakfast will be served in the hall and then children will play outside (weather dependent – children will stay in the hall on wet days)
- There will be 4 zones in the hall – one quarter of the hall per year group. Children will need to stay in their year group zone
- Thorough cleaning of tables before and after use

### **After School Club**

- This will be a unique bubble as numbers are likely to be small on any one day (this is acceptable in the guidance received from the DfE)
- Parents should arrive via the main school office door when collecting their child
- Outdoor activities wherever possible / weather dependant
- Thorough cleaning of tables before and after use

### **Break time**

- Break time is only 15 minutes. Two sessions.
- Year 3 & Year 4 10:15-10:30am
- Year 5 & Year 6 10:30-10:45am

### **Lunchtimes**

- All lunches will be eaten in the classrooms.
- School lunches will be served in cardboard 'take away' containers and children will go to collect their lunch from the hall, one class at a time
- There will be a staggered lunchtime – 30 minutes inside to eat lunch and 30 minutes outside. Years 3 & 4 will eat first and then go outside while Years 5 & 6 will do the opposite. This will then change on a weekly basis.

### **Curriculum**

- Expectations remain that we should deliver a broad and balanced curriculum but with an initial focus on reading, writing and maths to enable us to catch up on lost learning
- The government's aim is for 'a return to the school's normal curriculum in all subjects by summer term 2021'

### **Library / Reading**

- Books returned to the library will be placed in a box for 48 hours before being returned to the shelves.
- All children will wash their hands before going to the library
- Children will be able to bring reading books to and from home

### **PE**

- On PE days, children will need to come to school in PE kit not uniform (they will need a PE sweatshirt not school jumper)
- We will let you know which days your child has PE in September
- There will be no contact sports or gym in PE lessons in the Autumn term.
- Lessons will be outdoors as much as possible
- Equipment will be cleaned before and after use

### **PSHE**

- There will be a strong focus on pupil well-being through our initial PSHE lessons as we recognise how much the children will have been affected by our closure

### **Equipment**

- All children will have their own equipment in their own pencil case. These will stay at school.
- Bags and books can go to and from home
- Equipment which has to be shared between class bubbles will be cleaned before and after use

### **School Uniform**

- Normal school uniform for children from September
- No PE kits to be brought into school. Children will come to school dressed in PE kit on their PE days

### **Volunteers**

- Volunteers will be able to come into school but will not be able to work with children from more than one class bubble
- They should remain 2 metres from pupils and staff where possible

- If you are able to come into school and hear children read or support times table work, please let us know

### **Clubs**

- No Hangar Club at break times or lunch times
- No staff-run extra-curricular clubs initially
- Guitar lessons will take place
- iRock will take place
- No Judo Club

### **Educational visits**

- No overnight visits are allowed in the Autumn term
- Day trips can take place
- We will be trying to make increased use of the local outdoor areas

### **Friday Workshops**

- Will not be able to take place in the same way. Enrichment activities will be class bubble based
- Mr McGowan will continue to run football sessions – arrangements will be confirmed in September

### **Assemblies**

- Only class-based assemblies can take place – no whole school assemblies.
- Mr Gargan and I will be experimenting with running virtual assemblies!

### **Primary Assessment**

- Year 4 Multiplication Tables Checks will take place in the summer term
- KS2 tests and teacher assessment for year 6 children will take place week beginning Monday 10th May

### **In the event of a local lockdown**

- If we have to close again, we will use Google Classroom again as our online learning platform. This is one of the platforms that the government is now recommending that all schools should use.
- Towards the beginning of the Autumn term, all children will take part in lessons where Google Classroom is used. This will support those children who are new to using it as well as providing a link between home and school (e.g. sharing good work which your child has produced at school and homework activities)

We are really looking forward to seeing everyone in September – have a wonderful summer!

Kind regards

Tracey Hickie  
Headteacher