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## Return to School September 2020 Letter 2

Dear Parents,

Throughout the summer I have been meeting with the Local Authority, reviewing and planning our return to school based on the most recent guidance.

Most recent scientific evidence still evidences that:-

- Children are low risk of contracting COVID-19 and the vast majority of those who do have very mild symptoms or are asymptomatic.
- Younger children are not passing to each other or to adults.
- School closure has had a significant detrimental effect on children's learning and wellbeing.
- Likely further impact on learning and wellbeing if schools remain closed outweigh the low risks presented by COVID-19 for children and staff.

However, we must continue to do everything possible to ensure school is as COVID-secure as possible, do our utmost to prevent the spread of COVID-19 and further school closure.

We were delighted that 55% of our pupils returned to school during the summer term for 3 sessions over 3 weeks and how successful they were in 'checking in, catching up and preparing' the pupils for ongoing home school learning on the days they weren't present, summer learning and a full return for the autumn term.

Whilst the summer return was optional for parents it is important to reiterate return in September is **compulsory** and we appreciate that for those who for many reasons chose not to send their children back to school and our new parents returning is likely to cause anxiety and concerns.

For us it is a whole new operational plan to accommodate all pupils every day, which will with your ongoing support and partnership need continued monitoring and evaluation and possible adjustments as we progress through the autumn term. But I hope that the first outline of the plan sent to you in July and this reminder and additional information will alleviate any concerns and answer many of the questions you have.

## Operational Plan

All schools will undertake 2 planning and operational days –Tuesday 1<sup>st</sup> & Wednesday 2<sup>nd</sup> September in order to work with staff and the local authority to ensure all guidance and training has been undertaken.

**All pupils year 1 – 6**  
**(Classes Apple, Willow, Sycamore, Rowan, Elm, Beech, Magnolia, Acacia and Chestnut)**  
**Return to school Thursday 3<sup>rd</sup> September**

**Due to the need to risk assess and put individual operational plans in place for each school site the Local Authority have taken the decision that Breakfast Clubs will not run and Foundation Phase milk will not be offered until 14<sup>th</sup> September**

**In order to support the plan we will be sending a questionnaire asking parents about frequency and days you will require the provision.**

### **1, Social Distancing**

- Staggered start and end times

#### **Transition Nursery and Reception**

Following meetings with the class teachers and visits to the setting Thursday 3<sup>rd</sup> and Friday 4<sup>th</sup> September, Nursery and Reception Parents will be given all necessary information about times and shown drop off and pick up zones.

Following feedback from parents in relation to the difficulties presented by staggered start and end times we have reduced the time scales but ask that:-

- One parent accompany their child
- Parents maintain a 2 metre distance from each other (with particular attention at the main entrance and exit gate and class meeting zones)
- Pupils and parents assemble at the class allocated meeting zone where yellow 2 metre distance lines are marked to support lining up.

Staff will be on hand to support parents and pupils as you arrive on site and teachers will be at the allocated zones to greet parents and pupils.



- Parents to wait at the class pick up zone when collecting
- Where one parent is collecting more than one child at different times and different class zones they return to cars or wait in an area not allocated as a class zone until their allotted time.

Class	Entrance / Exit	Start time	Finish time
Chestnut	Junior side gate	8:45am	3:10
Acacia		8:55am	3:20
Magnolia		9:05	3:30
Beech		8:55	3:20
Elm		8:45	3:10



Class	Entrance / Exit	Start time	Finish time
Rowan	Foundation Phase Gate Rear car park leading to the FP yard (see pic)	8:45	3:10
Sycamore		9:00	3:25
Willow		9:00	3:25
Apple		8:45	3:10

### Late for school

- Pupils who are late must report to the schools main office in the reception area.

### Visiting the school reception/main office

- The main doors will remain closed. Please use the intercom and wait on the 2 metre distanced lines outside.
- One person at a time will be allowed into the reception.
- The floor is marked to support visitors to adhere to 2 metre distancing from the office window.

### During the school day

- Classes have been arranged to support social distancing as much as possible, for example where possible cupboards and equipment have been removed.
- Pupils will be reminded/ taught (age appropriate) the reason and encouraged to maintain their own space (bubble) from each other and to understand the need for staff to social distance from them and each other.
- Classes will not mix. Each class will be provided with their own outside space which they can access at any time of the day and set times and places within the communal grounds to play. Play times (including lunch play) will be staggered to support this.
- Lunch will be served/eaten in the hall. Lunchtime will operate over two hours to enable us to keep classes separate when eating in the hall and enable individual play times.
- Classes will be allocated their own toilets.
- Communal areas will operate one way systems.
- Assemblies will remain virtual
- Communal spaces/rooms will be sanitised before being used by another class.



## 2, Cleaning and Hygiene procedures

- Infection control and enhanced sanitisation cleaning will take place during and at the end of every day. ( as per guidance)
- Communal/shared areas will be cleaned between use and be part of the mid-day sanitisation.
- Classes will maintain our rigorous hand washing protocols (on arrival, before and after eating or sharing resources, returning from a communal area/outdoors before leaving)
- Pupils will be taught other good hygiene procedures such as sneezing or coughing into the crease of their elbow and '**Catch it, Kill it, Bin it**'
- Hand dryers will remain switched off, we will continue to provide handtowels with separate bins.
- Classes will have sealed bins for towels and wipes separate to bins for rubbish and recycling.
- Hand sanitiser is no substitute for thorough hand washing, however is useful for use where facilities are limited. There will be hand sanitiser in all rooms throughout the school.
- Anti-bacterial wipes will be at hand in all rooms throughout the school to wipe down equipment and surfaces.
- The handling of objects between individuals will be minimised. Resources will be used, cleaned and put away. All toys will be sanitised after use.
- Classrooms will be well ventilated, windows and doors kept open and as much as possible pupils will undertake learning activities in designated outdoor areas.
- Pupils will be given their own transparent wallet to keep their own labelled equipment.
- Pupils will not be allowed to bring in their own equipment or anything that can be shared e.g. birthday cake or toys.

## 3, Illnesses and COVID-Symptoms

### Symptoms and Confirmed Cases

- Children must not attend school if they or any member of their household displays symptoms or test positive for COVID-19

### Symptoms

**A new and continuous cough**

**A high temperature (37.8C or above)**

**Loss of taste or smell**

- Any child displaying symptoms must stay at home for 7 days during which time must engage in **Test, Trace, Protect procedures**
- Any child who lives in a household with someone who has symptoms or has tested positive of COVID-19 must stay home for 14 days.

### **An adult or child becomes symptomatic at school**

- There will be an allocated provision for any person displaying symptoms to wait to be collected. This room and other contact areas will be deep cleaned and sanitised.
- They must arrange a test and if positive undertake the Test, Trace, Protect system.

### **Face masks and PPE**

- Staff will not be required to wear face masks throughout the day but will adhere to social distancing.
- PPE equipment will only be used to:

Administer first aid to a child

Provide intimate care (as per pupils care plan or toileting policy)

When dealing with a symptomatic child or adult.

### **Equipment**

- All pupils to have their individual resources (pencil cases, pencils etc.) provided by school
- No resources from home will be allowed in school

- Any shared resources cleaned before reused
- Teaching resources and toys will be limited and rotated to enable the management of cleaning and sanitisation after use.

### Additional Information

- Uniform – our uniform policy will be reinstated. **All pupil to wear clean uniform daily**
- **Year 6 pupils will be given their ties on the first day but due to daily clothes washing routines wearing daily will be optional**
- Masks and face coverings are not to worn into school.
- For the first half term as usual nearly all PE sessions will take place outside.  
We ask that children come to school in appropriate kit on PE days  
Jogger bottoms or shorts (weather dependant)  
School polo top and jumper  
Trainers – Pupils will be provided with PE days on their return.
- Pupils will continue to need their own labelled water bottle
- Pupils to bring **own healthy snack** ( School provided Foundation Phase snack provision will **not** operate until further notice)
- Packed Lunches can be sent in a lunch box



Please remember we are a nut free school



### Traffic Management

- All vehicles must park safely and in a designated space
- Speed limit on site 5mph
- Vehicles must reverse into spaces
- **The gates will remain open at the end of the day to accommodate the staggered times and we will monitor and evaluate the situation.**

### Additional Provision

- **Extra-Curricular Clubs** – will not run for the first half term.
- **Childcare and wrap around**  
**Puddle Ducks** – we are continuing to work with Mrs Wharton to find temporary accommodation until a permanent facility is built on site.  
**Simply Out of School** – We are meeting with manager Emma Matthews to undertake a risk assessment in the hope they can restart by the end of September.

Please refer to frequently asked questions below.

And please don't hesitate in contacting us if you have any other questions or concerns.

Many thanks for your ongoing support and partnership.

If you have any questions or concerns please don't hesitate in contacting us.

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Laura Perrett

Head Teacher  
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## Frequently Asked Questions

Please also refer to information provided by Torfaen County Council via this link

<https://www.torfaen.gov.uk/en/AboutTheCouncil/Homepage-Stories/Coronavirus/Education/Education-and-Learning.aspx>

What's happening with school dinners?

Torfaen catering will be offering a full school menu – hot dinner and funky fillings from Thursday 3<sup>rd</sup> September

Are parents expected to stay with Nursery and Reception pupils during their first visit?

Yes we would like parents to stay so that they can meet the staff team, ask any questions and we can ensure they have received all information sent to them, completed all necessary paper work and answer any questions.

Ideally one parent is preferable, however we have kept group numbers low to account for the possibility of both parents wanting to attend.

Pupils don't need to wear uniform for their visits but will need to wear uniform when attending from Monday 7<sup>th</sup> September.

What is happening about breakfast club?

The Local Authority have taken the decision not to open breakfast clubs in any schools until 14<sup>th</sup> September to enable them to visit each school site and undertake a site specific risk assessment and operational plan.

What are the arrangements for lunchtimes?

Lunchtimes will operate over two hours to enable us to keep classes separate in the hall and at lunch play

What is happening about after school child care provision?

We have arranged to meet with Simply out of School to undertake a risk assessment and put an operational plan in place.

How will playtimes work?

Classes will be allocated set time and place for playtime to ensure only one class at any one time is in the designated area.

Will foundation phase be required to provide wellies?

If you are happy for your child's wellies to remain in school please send them to school.

What will be happening about music lessons?

We have made contact with Gwent Music during the holidays requesting a meeting to discuss their plans and undertake a risk assessment with a view to restarting.

We are awaiting a response.

What will be happening about external professional services, such as speech and language?

Once a risk assessment and induction has taken place with each professional service we will aim for them to resume their work in school.

What will happen if I need to pick up my child early or am running late?

Please inform school via telephone and we will arrange for you to collect your child from the school reception area.

What will be happening about assemblies?

Assemblies will remain virtual. Each class will log in via their smart board and Google classroom.

Do children need to bring hand sanitiser to school?

No. There will be hand sanitiser in all classrooms and communal areas throughout the school.

All pupils and staff will undertake a strict handwashing regimes.

Can children bring hand cream to school?

Whilst we are asking that children don't bring anything to school we understand their hands may suffer due to the constant hand washing.

If you feel your child will need to apply hand cream please arrange with the class teacher to leave the hand cream in school.