

Cheapside CE Primary School



School Reopening Plan – Phase 2

Week beginning 22nd June 2020

Information for Parents

Please read this information carefully.

SCHOOL AIMS:

- To support the social and emotional well-being of children, specifically being able to address the five losses our children have gone through: routine, structure, friendship, opportunity and freedom.
- To re-engage with learning.
- To support the well-being of staff and their own individual challenges.
- To adhere to government guidelines around hygiene and social distancing.
- To provide a curriculum which will be a process of re-engagement, which supports our children to transition back to being fully engaged learners.
- To continue to offer support to our key worker and vulnerable children.
- To ensure every child in school is offered an opportunity to re-connect with teachers and friends, where it is safe to do so.

GENERAL PRINCIPLES

PHASE 2 – last 4 weeks of academic school year

School will begin reopening to additional year groups week beginning Monday 22nd June 2020 for 4 weeks.

Reopening the school according to the government guidelines requires a carefully planned process for our school community. Decisions have been made taking into consideration the health, safety and wellbeing of children and staff. We have also had to consider the staffing and space capacity so we can accommodate a part-time return to school for all year groups before the summer term end.

We will be using the term ‘bubble’ to explain how we will ensure that children do not mix with everyone.

All children will be placed in a ‘bubble’ which is the group of children that they will be with in school. The maximum size of each bubble will be 15 children.

The purpose of these ‘bubbles’ is to reduce the chance of cross infection between different groups of children and staff across the school.

1. When on the school site, all families are expected to adhere to social distancing rules of 2 metres apart and follow government guidance to minimise the risk of contamination within our school community.
2. Every Bubble will be allocated an arrival time to ensure social distancing is upheld and congestion around the school is minimal. Only one parent is allowed to attend the school site with their child on arrival or dismissal times in-line with Government guidelines.
3. The school will have a staggered start and end of day timetabled approach. This will mean a change to the school day and working hours.
4. Classes will be split into two groups of no more than 15 pupils. They will be grouped with friendships in mind but also ensuring that siblings from the same family attend on the same days, and will definitely remain in that group throughout.
5. Children in Years 2 ,3 ,4 and 5 will return to school part-time for a 2 - week block. Year 2 and Year 3 will be based in the current Year 3 classroom when they have their block in school. They have been allocated different weeks and a deep clean will happen between each bubble and year group using the classroom.
6. Year 4 and Year 5 will be based in the current Year 5 classroom when they have their block in school. They have been allocated different weeks and a deep clean will happen between each bubble and year group using the classroom.
7. All children in Reception, Year 1 and Year 6 will continue to have two days in school a week.
8. Children working at home can continue to access our online learning. This means teachers are planning and teaching in school, as well as providing online learning activities. The topics in and out of school will be the same.
9. Teachers will not be expected to receive or mark work from home and will not set additional homework.
10. The office will remain open for phone calls and emails and to pick up printed home-learning and to welcome Key Worker/Vulnerable Children. All parents are welcome to email or call during office hours.
11. Communication will continue via class pages and emails for teaching and learning queries, and sharing work. However, as teachers will now be in school more frequently they will not be able to respond to emails within a 24-hour period but they will continue to check their emails frequently and will get back to parents as soon as possible.

12. A register will be taken of all pupils who attend school in line with Department for Education requirements.

Scheduled timetable

Reception, Year 1 and Year 6: These year groups will continue to attend as they have been during Phase 1. They will be following the same timetable currently in place.

Monday	Tuesday	Wednesday	Thursday	Friday
Bubble A	Bubble A	Not in school	Bubble B	Bubble B

Year 3 and 5

	Monday	Tuesday	Wednesday	Thursday	Friday
Week commencing 22nd June	Bubble A	Bubble A	Not in school	Bubble B	Bubble B
Week commencing 29th June	Bubble A	Bubble A	Not in school	Bubble B	Bubble B
Week commencing 6th July	Not in school	Not in school	Not in school	Not in school	Not in school
Week commencing 13th July	Not in school	Not in school	Not in school	Not in school	Not in school

Year 2 and 4

	Monday	Tuesday	Wednesday	Thursday	Friday
Week commencing 22nd June	Not in school	Not in school	Not in school	Not in school	Not in school
Week commencing 29th June	Not in school	Not in school	Not in school	Not in school	Not in school
Week commencing 6th July	Bubble A	Bubble A	Not in school	Bubble B	Bubble B
Week commencing 13th July	Bubble A	Bubble A	Not in school	Bubble B	Bubble B

Return to school frequently asked questions

Does my child have to return to school?

The short answer is no. Children who have been asked to shield or have underlying health conditions or are living with a shielded adult should definitely not attend school. Even if your child does not fit into that category it is your choice as parents as to whether you feel it is safe for them to come back. If you agree that your child/children are to return, they will be allocated a group (Class Bubble) and remain within the Bubble. Attendance will be expected to remain as consistent as possible from thereon. If we are expecting your child in school for a session, the office will still follow our procedures to phone if they do not attend.

What if I change my mind about my child attending?

We will ask you all to indicate what your choice will be in terms of your child attending, via survey monkey. As this is the last phase your decision will be final.

Why hasn't my child been offered a full-time place?

The Staff and Governors at Cheapside CE Primary School have looked at the guidance and risk mitigation that has been disseminated by the government to reopen from the 1st June, we will only be able to offer non-keyworker children in Years 2 ,3 ,4 and 5 a **part-time place for a 2-week period of time**. We have put your child and the staff at the centre of our planning for return. As a nurturing school we know that transitions are important. We want your child to come back to school, after such a long absence to their own classroom, or the classroom they will be in in September, to a member of staff that knows them and they know well and the comfort of the familiar. Although the set up will be slightly different we will attempt to make it as smooth a return as possible. We would not be able to staff this if we were to offer a full-time place at the moment.

If I do not send my child back will the online learning continue?

Absolutely, the children will only be returning for a maximum of two days a week so they should continue with the online learning the remainder of the days. Online work for each year group will continue to be set and monitored by our teaching staff.

Why are the classes coming back in the order they are?

The Government have prioritised the children that are at the first part of their educational journey and have asked Primary Schools to start with Reception, Year 1 and Year 6 children. Working within the restrictions, we have decided as a school to invite all year groups back for a short period of time to reconnect with friends and teachers. This models gives every child an opportunity to come back into school.

How are the children going to be kept 2m apart?

We **cannot** guarantee that all the children will remain 2 metres apart. We will be gently reminding and educating the children about social distancing. The guidance admits that early years and primary pupils

cannot be expected to follow the social distancing rule of remaining two metres apart from each other. Therefore, schools should work through a “hierarchy of measures”, that are:

- avoiding contact with anyone with symptoms
- frequent hand cleaning and good respiratory hygiene practices
- regular cleaning of settings
- minimising contact and mixing

Public Health England states that if schools do this, then the “risk of transmission will be lowered”. At Cheapside, children from Year 1 to Year 6 will be allocated their own work desk and resources, specific toilets and play areas to minimise contact with other groups and reduce risk.

How are we going to keep the risks as low as possible?

Avoiding contact with anyone with symptoms

To support the school community, we ask that all families and staff follow the government guidance and keep 2 metres apart and avoid regular socialising with different groups of people. The children will be in a Bubble of up to 15 children who will remain within the Bubble until government guidance suggests otherwise.

The advice remains the same as before and during the lockdown, for both staff and children. Anyone with a high temperature or new persistent cough should stay at home in self-isolation for 7 days, the rest of the family need to self-isolate for 14 days. If you have a thermometer at home, we recommend you use this daily to check your child’s temperature before sending them to school. If we suspect your child has a temperature, we will test them at school with a non-invasive thermometer. Children who start symptoms or feel unwell in school will immediately be isolated and parents asked to collect them. Testing is now available for staff, children and families with symptoms and should be sought as soon as symptoms occur.

Frequent hand cleaning and good respiratory hygiene practices

Children will be welcomed into school by staff who will ask them to sanitise before entering the school building. Reception, Year 1 and Year 6 will continue to have their own toilets and handwashing facilities that are just for their group. Years 2,3,4 and 5 will also be designated toilet cubicles to use when they are in school. We will continue to encourage them to wash their hands regularly and properly as we did before the lockdown. Each classroom will also have sanitiser.

Drop off and pick up

We would ask that Year 5 children are left at the main gate and walk up the drive independently at **8:50 am** and are collected at **2.50pm**.

Year 4 Parents can walk their child up to the brown gates to drop off at **8:50am** and pick up at **2.50pm**

Year 2 and 3 Parents can walk their children up to the brown gates and drop off at **9:10am** and pick up at **3:10pm**

As we now have more children coming into school, we would ask you not to use it as an opportunity for mixing and socialising at this time. Only one adult per family will be allowed to queue at the school gates and we ask that you then leave immediately, taking into consideration local residents and government guidance for social distancing. We shall have distance markings up the school drive, operating a one-way

system, dropping children at the side gate to be greeted by a member of staff. Please note that parents will not be able to enter the school building or go beyond the side gate.

Is there a video available to look at the changes to the school site?

There is a video under the **children>video resource centre tab** on the website. Photos of the Year 3 and Year 5 classroom will be posted towards the end of the week.

Before and After School club

There will be no before and after school club run by Rainbow Club in the Summer Term for children returning to school.

Will my child be with their friends?

Across the school, class Bubbles have been organised with friendships in mind but also taking note of family logistics. This means they will be with members of their class who they have been working with before lockdown.

Am I allowed to bring siblings with me up the drive when I drop-off and pick-up if I don't have anyone to look after them?

Yes, but we would ask that all children remain close to their parents and adhere to social distancing.

Will my child be with their usual class teacher?

Yes, unless the teacher is taken unwell, both Bubble A and Bubble B will be led by the class teacher. In the case of a job share it will be 1 or other of the 2 class teachers. This means that the teacher (and in some cases a teaching assistant) will be working across both Bubbles for each year group, but these will be the only people to do so and the staff will be maintaining social distancing within the school. There will also be a deep clean of the school on a Wednesday between Bubble A finishing for the week and Bubble B starting.

Is it possible to swap to a different Bubble if it clashes with my working days?

Unfortunately, we are not able to do this. We have grouped the children according to friendships and siblings across year groups. If we were to open up the groupings to changes it is possible that lots of parents would start asking us to swap groups and it would become untenable.

Will they be coming back in uniform?

We would like the children to return to school in summer uniform or PE kit, although we totally understand that this may be difficult to manage if they have grown substantially! We would request that the children wear as much uniform as they have. As we may be going outside for activities, we would ask that all children come to school in trainers. We have a range of jumpers and spare clothing at school so do ask if you are stuck.

Essential: Please apply sun cream to your child before they come to school and ensure that your child brings a hat to school. We will not be able to apply sun cream to children.

What classroom will be children be based in?

Year 5 and Year 4 will be in the Year 5 classroom for their 2 week block and Year 2 and 3 will be based in the Year 3 classroom for their 2-week block.

When will we find out which pupils are in which bubble?

You will be sent a letter on Wednesday 17th June indicating which bubble your child is in. These bubbles have been grouped according to friendships, taking into account the need to have siblings in on the same days.

If my child becomes upset, will the class teacher be able to cuddle and comfort them?

Supporting our children emotionally on their return to school is our prime consideration. In the younger years, we know that children might find it difficult and be especially tearful. As a school we have a shared view that in our younger classes, if your child is upset and needs a cuddle then we will offer this if we feel it is appropriate.

What should they bring with them?

To reduce the risk of contamination children should keep bags, PE kits and sporting equipment at home. On the first day we ask for a water bottle, key resources (see list below) and a snack (**no nuts**). We will provide the children with a clear bag to store resources on their desk. These resource packs will remain in school with only their water bottle going home at the end of the day. Each day they may bring in a snack and water bottle to put in their bag for break time (no crisps, sweets or chocolate please).

Resource List for children in Year 1 - 6

All children will need to bring into school the following items which will be put in their provided bag and into their tray (**these must be their own as they will not be able to share**):

- Pencil case
- Pencils – a writing pencil and some coloured pencils if possible
- Pens – a selection of felt tips if you have them.
- Ruler
- Rubber
- Sharpener
- Children’s scissors only – school can provide if necessary
- Water bottle (our water fountains will be turned off as these are a high risk of infection area (will be able to fill up from class taps))
- Packet of tissues
- Hand sanitiser (optional as we will have plenty in school)

All of these items need to be labelled clearly with your child’s name. If your child is pupil premium we will organise any items that you need.

What will happen regarding lunches?

There will be no hot lunches but children will be able to order a 'grab bag' from Wilson Jones. Reception and KS1 will fall under the government's universal free school meal contract and therefore will not be charged. For pupils in Year 3,4,5 and 6, there is a charge as usual which is payable through the school payment system. If your child currently receives free school meals this will continue. If children wish to bring in their own packed lunch, please ensure that you adhere to our '**No Nut Products Policy**' and bring the lunch in a bag that can be thrown away with all its contents (i.e. no containers, no lunch boxes etc.).

I am a key worker. What happens?

If you are a Key Worker and haven't previously required a school place for your child (no matter which year group they are in) but now need to, then please contact the school office via email. We will continue to provide provision for Key Worker and vulnerable children 5-days week. They will be expected to come to school in uniform (as detailed above) and will continue to get work on their Home Learning packs in the mornings and a variety of activities in the afternoons, however it is unlikely that it will be their own class teacher that is teaching them. They will be able to attend school at agreed times arranged on a case-by-case basis.

What will my child be learning if they attend their Class Bubble?

Your child will be taught English and mathematics from their year groups' summer term curriculum. In addition, their teachers will plan a variety of activities which may include PSHE and topic work.

What will my child be learning if they don't attend school?

They will continue to provide, via the class webpage, the English and mathematics work that will be taking place in the Class Bubble. The class teachers will also provide other suggested activities for the children.

Where will my child have lunch?

The children will have lunch in their classroom or outside on a rota basis and weather dependent.

Will there be any other after school/ before school/ lunchtime clubs?

No, we will not be inviting any other providers on to the site at any time.

Will the children have playtimes?

Yes, playtimes will be organised for each Class Bubble and the Key Worker Group. They will be timetabled carefully to avoid any mixing of Bubbles. Equipment will be limited to each Bubble and cleaned as appropriate.

Will the staff be wearing PPE?

No, but some staff may on occasion wear aspects of PPE, for example when dealing with intimate care needs and First Aid or medical needs.

What will happen to the events that were planned to take place this term (Sports Day, educational trips etc.)?

We have not had definite directives on these yet. Please check the school calendar on the website and on the newsletter for the latest information. In all honesty, it is highly unlikely that they will be permitted to go ahead.

What can I do to help get my child ready to return to school?

Please refer to our Covid-19 'Home School Agreement' and discuss the items in the children's section.

Take a look at the video on the website to demonstrate how children will come into school and what the classrooms will look like.

Talk about how all the adults are really looking forward to seeing them again.

Practise thorough hand washing and reinforce toilet etiquette.

Teach your child how to sneeze and cough into the inside of their elbow and to safely dispose of tissues.

What can I do as a parent to help the school?

We have published a new 'Home School Agreement' which we ask you to read prior to your child/children returning to school. We ask that you agree to the Home School Agreement via the survey below - it is **essential** that this happens before your child/children return.

All these new procedures have been put in place to ensure the safety for everyone. Please can you ensure that you follow this guidance at all times.

Please do not send your child into school if anyone in your household are showing any symptoms of Covid 19 (as detailed above and on the government website). Please inform the school office as necessary.

PLEASE NOTE: We will be setting up a survey for each class (Year 2,3,4 and 5) via SURVEY MONKEY which will close on Thursday 18th June 2020. The survey will ask you to confirm whether or not you are going to send your child back to school and to confirm that you have read and agree to the Home School Agreement. We would ask that even if you are not sending your child back that you complete this survey. Many thanks. Details of logging onto the survey will be sent out separately on Wednesday 17th June.

This document should be read in conjunction with:

1. Opening schools and Educational settings to pupils on June 1st: Guidance for parents and carers
<https://www.gov.uk/government/publications/closure-of-educationalsettings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from1-june>
2. Actions for Education and Childcare settings to prepare for wider opening from 1st June 2020
<https://www.gov.uk/government/publications/actions-for-educational-andchildcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-andchildcare-settings-to-prepare-for-wider-opening-from-1-june-2020>