

## **Stanford in the Vale CE Primary School – Return to School Plan for parents & carers for 1<sup>st</sup> June 2020**

Below are my intentions of how our school will operate from the 1<sup>st</sup> June. The information below is for the children in Foundation, Year 1 & Year 6 classes, plus our key worker and vulnerable children.

**Note for parents and staff** – this is a continually evolving situation. Every day, new information and guidance is being released. With this in mind, it is important to note that while this is our plan right now, you should expect the plan to change at various points over the next few weeks and months. You will of course be updated with any changes when they happen.

### **General operation:**

- Children will be in a bubble (group) of no more than 15.
- Children will be with two adults in a bubble apart from the Year 6 bubble with either Mrs Dharmasiri or Mrs Watkin.
- Children **must** wear cleanly washed school uniform every day. NB. If your child has outgrown their uniform or it does not dry in time please wear something very similar to school uniform. It is recommended children change out of their clothes and shower as soon as they arrive home. Staff will be doing the same.
- The children will not be able to bring in anything from home except their lunch if not having a school dinner, a sun hat and a water bottle, as we have disposed of all school water bottles. No reading books or diaries, no pencil cases please. If hot please can I ask you to apply an 8 hour sun cream in the morning so that the children do not need to bring it into school. Children will not be using their pegs so these belongings will be kept on or under their tables.
- The staff will teach the children to stand 2m apart from each other and move around the school in that way. We will use the image of scarecrows to help with this.
- If children fall over or have a toileting accident the children will be encouraged to change themselves and clean their scrape or cut. We have sourced PPE (following the Covid 19 guidance for educational settings) which is for use for staff protection if a child displays Covid symptoms.
- The children will not need bags in school and unless raining, should not require a coat.

***Children's temperature should be checked morning and evening by parents where possible. Do not send your child to school if their temperature is raised or they are feeling unwell please.***

***Parent/carers should check their own temperature. Do not send your child to school if someone in the household has a raised temperature, a new cough, or a loss of taste and smell. Please consult medical advice for symptoms. Families should continue to follow the advice of isolating at home for 14 days should one person become unwell and until they have had test results for Corona Virus.***

***If a child becomes ill at school, a member of staff will attend to the child wearing a mask, gloves and plastic apron and they will be treated and isolated in the staffroom. The parent/carer will be called immediately to collect. Please contact the school office if you or someone in your house has symptoms as this will affect our operating plan for the group your child is in.***

### **Drop off and pick up:**

- Children will arrive at school in the morning and be picked up in the afternoon at specified times and in specified locations. This is to minimise the numbers of people on the site at any one time.
- Please only send children to school with one adult to drop off and pick up at the allocated time. You should only bring siblings if you absolutely have no alternative option. If you do need to bring siblings, they will need to be by your side and adhering to the social distancing measures we have put in place. Please do not let them mix with other children attending school.
- Parents are responsible for maintaining their own social distancing and we request you do not stand together when waiting to either drop off or collect.
- Drop your child off at the designated entrance and leave the school site as quickly as possible. Please do not hang around the gates for any reason.
- At the end of the day, collection times have been allocated, children will be sent to you one at a time. Year 6 children will need to be collected by someone to ensure they follow the social distancing while walking home.
- If you are able to walk or cycle to school please do so.
- Parents are not allowed to enter the school building or playgrounds.

- If parents need to speak to a member of staff / pass on a message they need to make contact via email to the relevant teacher or headteacher or phone the office.

*This will continue to be our procedure for arriving and leaving school regardless of weather conditions.*

**Break times and lunch times:**

- The children will eat their lunch/school dinners in the classrooms or outdoors in an allocated bubble space. Groups will not mix with children in other groups around the school to help infection control.
- Lunch times and break times will be staggered so that groups of children do not mix with any other groups and we will use different areas – Key Stage Two playground, Field and Millennium Green.
- Children will access their area through their fire door.
- Children bringing a packed lunch from home will need to ensure that any packaging is entirely disposable – **No lunchboxes** within school at all. School dinners are available for children in Foundation, Year 1 or in receipt of free school meals at no cost. Other children can choose to have a school dinner at a cost of £2.30 a day, payable through parentmail pmx. Children will be asked every morning which option they are having. Just to make you aware there will be no choice of school dinners unless your child has a dietary requirement as it will be plated up and delivered to the different rooms.
- Handwashing before and after lunch.
- Tables wiped down before and after – and frequently throughout the day.
- Outside play equipment like the fitness trail will not be used. Each group will be allocated a selection of equipment that can be used safely while maintaining the 2m distance and this equipment will be cleaned every day eg. balls to play football, catch or netball, skipping ropes, cricket sets, hoops...
- Children will have an allocated play space at playtime and lunchtime which will only be with the children that are in their group. They must remain in this space during any outside play and adhere to the social distancing guidelines but we cannot guarantee they will always be 2m apart as naturally children will want to talk/sit/play together in their small bubble.
- The toileting arrangements will remain as stated below.

**In the classroom:**

- The children will remain in their allotted classroom for the duration of the day. They will not see or mix with children from other bubbles. We will ensure when we organise the bubbles that the children are with their friends or siblings (if in the same year group).
- The children will have allocated/labelled toilets and sinks near the room they are in linked to their bubble to reduce mixing.
- Only one boy and one girl will be allowed to use the toilet at any one time.
- Children will not be allowed to leave the classroom unless they are going to the toilet.
- The children in Years 1 & 6 will sit at allocated desks, where they will be roughly 2m apart, all facing the same direction. Foundation children will be spaced around the classrooms and outside areas with activities where they can stand or sit. They will be able to use resources and equipment that can be cleaned in a Milton solution every day (plastic).
- All unnecessary furniture, equipment and soft furnishing have been removed from the rooms.
- The children will be provided with the equipment they need and it will only be used and touched by them. These will be kept in a named plastic wallet or drawer on their desk. They will continue using their books to work in but work will not be marked by the staff to avoid touching. The children may self-mark their own.
- They will have some lessons that will involve a lot of independent learning as the teacher will not be able to sit next to them to give them targeted support. The members of staff need to keep social distancing when teaching. However it should be noted that staff will not always or easily be able to keep a 2m distance from children. This is especially the case with young children or children with SEND.
- Some resources may need to be shared. If this is the case children will wash their hands before and after using the resources and the resources used will be cleaned at the end of the day. Laptop keyboards will be wiped before use.
- Surfaces, door handles and taps will be cleaned regularly throughout the day by staff in each group.
- All exterior and interior doors and windows will be kept open to avoid touch and for ventilation.

**Cleaning:**

- Tables, taps, switches, door and window handles will be cleaned throughout the day by staff in each space. The bins will be emptied and desks will be sprayed throughout the day. Disposable gloves, cloths and disinfectant spray will be in all rooms.
- All classrooms have lidded bins for dirty tissues to go in and there will be a supply of tissues in each room.
- The toilet sink taps, handles and flushes and toilet seats will be wiped during the school day.
- Each classroom, toilet, corridor will be deep cleaned by our cleaners at the end of each day. We have increased our cleaning staff to ensure this is done to a high standard and have purchased more cleaning materials.

**Staff:**

- Staff will be encouraged to stay in their designated rooms unless to visit the toilet, get a drink or lunch. They will return to their area and not stay in the staffroom. Only two staff in the staffroom at any one time.
- Staff will eat lunch in their classroom and have their lunchbreak when children are outside on a rota with the other staff member, so that they get a break. The bubble in the Year 6 classroom will be supervised by Mrs Moore at lunchtime.
- There will be two members of staff in the classrooms except in the Year 6 classroom where there will only be one.
- All staff will have a walkie talkie to contact the member of staff in the office if they need support, printing or resources.

**Where possible these will be the same staff, but there will be different staff on different days because of part-time staff. This cannot be avoided.**

- Teachers will work from home when not timetabled in to reduce staff in school unnecessarily.

**Key worker / Vulnerable children:**

- Any children that have been on the key worker list will still be able to come to school. Children who are Foundation, Year 1 or Year 6 will join their year groups. Key Worker children in Years 2, 3, 4 & 5 will not mix with any other groups of children.
- Key worker children will still need to be collected or remain at home when parents are not working other than children in Foundation Stage, Year 1 and Year 6 who will be with their own year groups and be in every day.

The focus of much of the initial work with our children will be around re-establishing relationships, expectations and routines. We know that each of our families will have experienced lockdown in different ways. Our curriculum plans and teaching will need to be flexible and based on the emerging needs of the children as they come back into school. We need to be prepared for dealing with bereavement, sensory needs, separation and anxiety so will respond as sensitively as we can.

All of our children and staff will wash their hands upon entry to school, before eating, after working outside, after using a tissue, before leaving the school and at other points throughout the day as required. Additional soap and hand sanitation dispensers have been purchased and will be used at all entrance points and in each classroom.

All Public Health England hygiene requirements will be followed by school staff.

All these precautions have been put in place to stop the spread of the virus and to ensure that we all take as much care as possible in ensuring that groups of children do not come into contact with each other. The above measures are our best endeavours and ultimately we understand that the decision whether you send your child to school at this time is yours alone. If we find that a child is repeatedly and intentionally not conforming to these procedures they will be sent home and only re-admitted when we are convinced that they will follow these school safety rules.

More details will be sent out next week regarding the times your children will need to arrive and be picked up from school and where from. I hope this has given you more information regarding how the school will operate during these difficult and testing times. Thank you for taking the time to read this document and your patience at this time.

Mrs Amanda Willis  
Headteacher

Mrs Janet Warren  
Chair of Governors