



Nacton Church of England Primary School

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Extending Provision for Selected Year Groups

Dear Parents and carers

The Government announced last week that primary schools would start the process of opening to more year groups. They have decided that Reception, Year 1 and Year 6 pupils should return to school from the 1st June, at the earliest.

As a school we have been working hard following the guidance from the Government to write protocols and risk assessments to enable us to open for further year groups. We are putting these up on to the school website so that you can view them and make an informed decision on whether you should send your child in or not.

We appreciate that this is a very difficult decision for you, and we will respect your decision to not send your child in. Ultimately you know what is best for your family. You will always have the option to send your child in at a later date, when you feel it is safe enough.

At the moment we are offering you the option to send your child in every day. We may have to review this if we have a large demand for spaces or if the Government moves forward with their plan for more year groups to return to school.

We will also be flexible to your needs, if you work a few days a week and would only like your child to attend on those days we will be more than happy to accommodate part time attendance. We just ask that you let us know your requirements the week before.

As you will see there will be a large number of changes to the normal routines of our school. These changes have been made to lower the risk of potential transmission of COVID-19 to our pupils, staff and all of our families. We cannot guarantee that the school will be free of COVID-19. There will always be a level of risk, however hard we try to reduce this.

We will be sharing these changes with you in the form of videos and photographs so you can see the changes we've made and also share them with your child if you do decide that you would like them to return.

Below I outline some key information for you. My apologies that it is very formal sounding, but we must keep to strict measures so that the children and staff are kept as safe as possible.

Start Dates

We are going to be phasing the children back into school so that each year group gets used to a significantly different way of working.

If schools open further, we will phase the classes into school in the following order:

Monday 1st June: Children of key workers/vulnerable pupils only. Staff will be in to take part in training for putting on and removing PPE, getting used to all the protocols we have in place and ensuring the school is completely ready for the arrival of more pupils.

Tuesday 2nd June: Children of key workers/vulnerable pupils and Year 6

Wednesday 3rd June: Children of key workers/vulnerable pupils, Year 6 and Year 1

Thursday 4th June and onwards: Children of key workers/vulnerable pupils, Year 6, Year 1 and Reception

Drop off and Collection Times

To enable social distancing we will be staggering the start and end of the school day. There will be a one way system for parents to follow; entering the playground by coming up the track on the right hand side of the school and entering through the large gate. Parents will then escort the child to the ramp that they need to enter school. Pupils will come in independently and parents will continue out through the usual side gate. It is of vital important that social distancing measure are followed and parents remain at least 2m apart. Year 6 pupils will enter through their external door.

Only one parent should accompany their child to school. Preferably no siblings should accompany, if they have to then they must stay by their parent's side.

If schools open further, drop off and collection will be as follows:

Year 6 start @ 8.30-8.40am

Year 1 & key worker start @ 8.45-8.55am

Year R start @ 9.00-9.10am

Year 6 finish @ 2.45-2.55pm

Year 1 & key worker finish @ 3.00-3.10pm

Year R finish @ 3.15-3.25pm

Please ensure that you child is dropped off and collected at the stated times for their group.

If you have children in multiple year groups please speak to us to arrange a combined drop off/collection.

We will not be able to accept pupils outside of their allotted time.

I imagine some of our children might feel a little apprehensive to come into what will be a very different setting. If this is the case we ask you step to one side and have a quiet encouraging word with them. Unfortunately our staff will be unable to help as much as they would normally.

Administration

Any messages for staff or the office must be done via a telephone call or email. The office will not be open for drop in queries. If you need to pay for school meals please contact the office, they will give you our bank details to transfer money in that way.

Illness

If your child is showing any symptoms of illness, or not feeling well, they must stay at home. If any member of the family is showing symptoms of COVID-19 you must follow the Government's advice on self-isolating.

If a pupil becomes unwell at school and is displaying COVID-19 symptoms, they will be isolated in the group room. Parents will be contacted and they must pick their child up immediately. If your child is in school it is vital that we are able to contact you if we need to.

If they need an adult to stay with them this adult will have to wear PPE. This will involve gloves and a mask as a minimum and could also include a plastic apron or eye protection.

Uniform

Pupils should still wear school uniform when they come into school, this should be cleaned every day as a measure to reduce transmission. Your child is able to wear trainers or their school shoes, not sandals. Please ensure they have a sunhat everyday as pupils will be outside as much possible.

Long hair must be tied back. Pupils can bring coats on cooler or wet days, these will be stored with them in their classroom.

Equipment

Pupils shouldn't bring anything from home into school. They will not need their book bags or PE bags.

They will need to have sun cream, named, which remains at school. This can't be shared with anyone else.

Pupils must bring in a water bottle, this can be refilled (by themselves) during the day. The water fountains won't be in use and cups will not be provided.

Lunchtime

If your child is having packed lunch, their packed lunch box will be stored with their belongings in their classroom. This must be easy to clean e.g. not fluffy, and must be cleaned inside and outside everyday.

School dinners will be a 'grab and go' style - this should be hot or cold, EATs will be confirming soon. The choice for pupils is likely to be considerably less and may just be one option, once we know more we will update you. These will be brought to the children. There will be no cutlery or plates needed.

Pupils will eat their lunch at their table in their classroom and will remain as socially distant as possible. This will be cleaned before they start eating. They will have 30 minutes to eat their lunch before they have 30 minutes of play time.

Playtimes

The play times and lunch times will be staggered as pupils in different groups/classes will not be able to mix. There will be no play time equipment, except for a couple of easy to clean balls which they children can play with, with their feet only. There will be balls for each group/class so there will be no sharing between groups.

When the children are at play we won't be firmly enforcing social distancing, however we will enforce no contact between pupils.

Government expectations for primary school age pupils

The government has laid out its expectations in regards to social distancing in schools. They have made it clear that this is not something schools can achieve so have outlined what we should do in the below paragraph from the 'Coronavirus (COVID-19): implementing protective measures in education and childcare settings' guidance.

'We know that, unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years and schools, we are taking this into account. Schools should therefore work through the hierarchy of measures set out below:

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

It is still important to reduce contact between people as much as possible, and we can achieve that and reduce transmission risk by ensuring children, young people and staff where possible, only mix in a small, consistent group and that small group stays away from other people and groups.

Public Health England (PHE) is clear that if early years settings, schools and colleges do this, and crucially if they are also applying regular hand cleaning, hygiene and cleaning measures and handling potential cases of the virus as per the advice, then the risk of transmission will be lowered.

Where settings can keep children and young people in those small groups 2 metres away from each other, they should do so. While in general groups should be kept apart, brief, transitory contact, such as passing in a corridor, is low risk.'

Social Distancing

Where possible children and staff (as well as parents in queues) will be kept 2m apart. We will do this by:

- Marking the pathways and pavements so that queues are socially distanced and children play in allocated areas
- Staggering arrival and departure times
- Putting tape arrows on corridor floors so that children are kept 2 m apart and follow the one way system in the corridor
- Moving chairs and tables apart and restricting the number of children in each classroom ("bubble/pod") so that a maximum of 15 children are in each room

- Keeping the same staff members working with each group to avoid multiple interactions and possible infections (Mrs Keep will work with each group to enable teachers to have their PPA time, this will be on separate days so she isn't moving from group to group in one day.
- Each group will have separate playtimes and lunchtimes (Year 1s and Key worker pupils at the same time but in separate parts of the playground)
- Toilets will be labelled so only certain children will be using them.
- Pupils will be encouraged to carry out their own first aid on minor injuries, being guided by an adult.
- All children must be accompanied by an adult to and from school to ensure social distancing (if a year 6 pupil and they come to school on their own they must be able to follow social distancing rules)
- Pupils in Reception and Year 1 will be split into smaller groups within their class to reduce the contact between them as they won't be sat at desks all day.
- Parental contact through email or phone call to the office
- Children will sit at individual desks and will not be allowed to move around the school classroom/ building without permission/ adult accompanying them. We will try to work outside as much as possible. ***Due to the size of our school we will not be able to have the children's desks 2m apart unless we only have a small number of pupils in.**

Personal Hygiene and Increased Cleaning

As outline by the government this is one of the 4 key principles in keeping pupils and staff safe at school.

- Children will be encouraged to wash their hands frequently using soap and water as well as alcohol hand gel.
 - Long hair should be tied back
 - We have purchased, hand sanitiser, anti-bacterial spray, gloves, disinfectant and other cleaning products so that surfaces, door handles and equipment will be cleaned during the day
 - We have purchased pedal bins with lids for each classroom so that tissues etc. can be thrown away safely
 - Children are asked to bring in their own sun cream and hand cream if they suffer with dry hands on the first day and leave this in school to avoid transmission
 - No reading books, book bags, PE bags to be brought into school (younger pupils may bring in one small toy if they need too)
 - Children's belongings will be stored next to them in plastic containers, belongings/equipment/food etc. will not be shared
 - It is advised that children are sent to school in a clean uniform each day
 - Any resources e.g. playdough will be kept for the sole use of a child and stored with their resources
 - Any equipment e.g. rulers, balls for P.E. will be kept in each child's area and cleaned regularly
 - Soft furnishings and toys have been removed from use
 - All outdoor play equipment has been 'taped off' and will not be able to be used.
- Curriculum
- The curriculum will be adapted to enable social distancing as much as possible.
 - At least initially, a heavier weighting will be given to mental health, wellbeing and familiarisation adaptation, hand and respiratory hygiene and socialisation issues
 - We encourage reading online as books will not be going backwards and forwards

I hope that the above information gives you some insight into the changes your child will experience on their return to school. I appreciate how strange this must feel for you and your children, it certainly does for us.

I will be sharing the risk assessment and action plan that we have put in place on the school website. I encourage you to look at this as it provides even more information than this letter.

I will be contacting all parents who this relates to on Tuesday 26th or Wednesday 27th May so that we can discuss whether your child will be returning to school or not and also to answer any questions you may have.

I hope that you all have a safe and enjoyable half term holiday.

Yours sincerely

Mrs G.Ryan
Head teacher