

Information for Parents



**The Reopening
of
Welford on Avon Primary School
on
Wednesday 2nd September 2020**

Dear Parents,

I hope you are having a restful summer break. When we closed for the summer holidays, almost all of our pupils had been back to school for a period of time. It was reassuring to end the school year on a such positive note after the unprecedented events of the previous few months.

As you are likely aware, the government has announced that schools should fully reopen from the start of the upcoming Autumn term for all pupils. They have decided this on the basis of:

- The prevalence of coronavirus decreasing
- The new NHS test and trace system being in place
- Greater clarity about the measures that need to be in place to create safe environments in schools
- Time out of school being detrimental to children's development
- The low risk to children of becoming severely ill from coronavirus

We are planning to re-open to all of our pupils in September and are looking forward to welcoming everyone back on **Wednesday 2nd September**. The school has continued to work hard to ensure that the school site and procedures put in place during the school day lessen the risks of the transmission of COVID19.

Responsibility

We cannot be responsible for what happens beyond the school gates and therefore remind parents and pupils to do the right thing and follow the rules so as to protect our school population. We all have a part to play to reduce risk.

It is extremely important that you follow the procedures set out below. In addition, we ask that all parents follow the government guidelines set out as part of the continual easing of the lockdown.

The Senior Leadership Team and the Governors of Welford on Avon Primary School has worked hard to build the confidence of staff and parents to come back to school and to mitigate risk so as to reduce anxiety among our school community.

We wanted to get in touch to explain what you can expect from us and what we will expect from all of our parents and carers.

Attendance

Attendance will be mandatory in September, as the government expects all pupils to attend school. We'll be recording attendance and following up on any absences.

If your children have been staying at home due to the current shielding guidance, note that the government paused this guidance on 1 August. As such, if there's a continued decline in coronavirus transmission rates, they should be able to come to school in September.

However, if you've received clinical or public health advice that your children should still remain at home even in September, please let us know and continue to follow that guidance. We'll be offering remote education to these pupils.

If you have worries about your child attending school in September, it is important that you get in touch with the school to discuss these concerns so we can provide reassurance of the measures we are putting in place to reduce the risk in school.

Start Date:

Wednesday 2nd September

Safety measures

When your children come into school, we will have the following protective measures in place:

Pupils arriving on the school bus

The school bus will be operating in September.

- Pupils will be grouped according to either their class bubbles or their family groups. The bus assistant will seat the children in the mornings and at the end of the day.
- Pupils will use hand sanitiser upon boarding and disembarking.
- The bus company will ensure that there is additional cleaning of the bus.
- Parents will need to make sure that they are socially distancing while waiting for the bus.
- The use of face coverings is not necessary for children under 11 but adults waiting at the bus stop may wish to wear masks.
- Children will be met off the bus by a member of staff and walked directly to their classroom.

Arrival Time/ Flexible Start Time

Your child/children should arrive at school between 8.40am and 8.55am. All children should be in school and ready to learn at 8.55am.

Entering the School Site/Start of the School Day:

- You may drop your child/children off at school between **8.40am and 8.55am**. Please make sure that you maintain social distancing when coming onto the school premises. No late arrivals please. The gates will be locked at 9.00am.
- A member of staff will be stationed at the school gates and on the playground to implement social distancing measures, maintain the one-way system and ensure there are no groups of parents gathering.
- We ask that adults wear a face mask while dropping off their child. This is to further reduce risk if congestion occurs during drop off or pick up.
- Children are not required to wear a face mask. If they do, we ask that you please let your child remove it when they reach the classroom door and that you take the mask home

- Hand sanitiser will be available for parents and pupils to use as they enter the school premises.
- Children in Year 3, Year 4, Year 5 and Year 6 should be dropped at Gate 2 and make their own way to the classroom door where they will be met by a member of staff.
- There will be a **one-way system** for all the Year Groups and this will be mapped out carefully with clear signage to show parents and pupils where to walk.
- NO SCHOOL BAGS PLEASE. CHILDREN SHOULD ONLY HAVE A LUNCH BOX AND A BOOK BAG.
- Pupils will be provided with their own pencil cases which will be stored on pupils' desks and will not be shared
- They will be able to bring books home but it will be limited to only what they need.
- NO TOYS, GAMES OR CARDS allowed in school.
- **Only one parent will be allowed to drop off or pick up** and the parent will stand 2 metres away from the classroom door.
- Please make sure that you child brings a **hat or coat** depending on the weather. It is important that all uniform is named clearly including hats, gloves and coats.
- Pupils will wear PE/Games kit to school on PE and Games days

Class	Start Time	Entrance	Waiting Area	Depart
Nursery	8.45am	Gate 3	Outside Nursery	Gate 2 via one-way system
Reception	8.40am-8.55am	Gate 1	Reception Area W4	Gate 2 via one-way system
Year 1 Year 2	8.40am-8.55am	Gate 1	W3 KS1 Playground	Gate 2 via one-way system
Year 3 Year 4 Year 5 Year 6	8.40am-8.55am	Gate 2 (pupils only)	Follow one-way system round to classroom door	N/A

Classroom Arrangements

We will continue to do everything possible to minimise contacts and mixing groups while continuing to deliver a broad and balanced curriculum.

Class Bubbles or Hubs

It is still important to reduce contact as much as possible and this can be achieved by working in consistent class groups and by minimising the contact between other groups and people.

- Each class will become a class bubble with two members of staff.
- The class hub will stay together all day.
- They will wash their hands when they enter.
- The classroom will have all the desks front facing.
- Teachers will mainly teach from the front of the room so as to minimise contact with the pupils.
- Any unnecessary items will be removed from the classroom as well as soft furnishing and toys that may be more difficult to clean.
- Pupils' belongings will be stored separately either in their school locker or on their desk. They will have their own books and stationery which will be kept at their desks.
- The pupils will eat lunch together and play outside together in a separate area to the other hubs.
- Some classes will have their own set of toilets, but where this is not possible, a one in one out system will be used if pupils need to use the toilets during lessons. Class groups will use the toilets at set times and before breaks and the toilets will be wiped down before and afterwards.
- There are handwashing basins in all the toilets and separate hand washing facilities either in the classroom or in the main corridor.
- There is signage and posters all around the school to remind the pupils about the importance of handwashing. Class teachers will be reminding children about the importance of washing hands throughout the school day.
- Hand sanitiser will also be available in every classroom.
- There will be little opportunity for the hubs to cross paths but the corridors have a one-way system laid out.
- Classes will have a set time to use the lockers and the cloak room.
- Each class will be allocated their outdoor area space and break and lunch times will be staggered.
- Classrooms touch points will be cleaned whenever necessary during the day and the classroom will be cleaned thoroughly at the end of the day
- Classes should be kept apart, meaning that there will be no group gatherings such as assemblies or collective worship with more than one group. All assemblies will be held remotely.
- The children will be reminded about all the new procedures when they return to school in September.

Use of PPE in schools:

The majority of staff in school will not require PPE. PPE will only be needed in a very small number of cases:

- where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained

Responding to infections

If someone has symptoms

- The school will be provided with a small number of home testing kits that can be given to parents collecting a child with symptoms or staff with symptoms.
- We ask parents and staff to inform the school immediately of the results of a test. You will not be asked for evidence of negative test results or other medical evidence.
- The self-isolation period for those with symptoms and/or those who test positive has increased from 7 days to 10 days.

If there is a confirmed case of coronavirus

If someone has tested positive, the school will contact our local health protection team. This team will also contact the school if they become aware that someone at our school has tested positive.

The HP team will carry out a rapid risk assessment to confirm who's been in close contact with the person when they were infectious, and make sure they are asked to self-isolate.

Close contact means:

Direct close contact – (face-to-face contact) with an infected person for any length of time, within 1 metre, including:

- Being coughed on
- A face-to-face conversation, or
- Unprotected physical contact (skin-to-skin)
- Proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected person
- Travelling in a small car with an infected person

To help our local health protection team, we will keep a record of pupils and staff in each group, and any close contact that takes place between children and staff.

We will not share the names or details of people with coronavirus unless it's essential for protecting others.

If there's a possible outbreak

If there are 2 or more cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, we will work with our local health protection team to decide if additional action is needed.

In some cases, the HP team may recommend that a larger number of other pupils self-isolate as a precautionary measure, such as the whole year group.

Whole-school closure will not generally be necessary unless our local health protection team advises it.

If an outbreak is confirmed, a mobile testing unit may be dispatched to the school.

It is vital that that staff, pupils and parents:

- Do not come into the school if they have symptoms.
- Return home to self-isolate if they develop symptoms in school.
- Are ready and willing to book a test if they (or their child) are displaying symptoms. All children can be tested, including children under 5.
Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet.
- Inform the school immediately of the results of a test:
- Self-isolate if they have been in close contact with someone who tests positive for coronavirus (COVID-19), or if anyone in their household develops symptoms of coronavirus (COVID-19).

Essential workers, which includes anyone involved in education or childcare, have priority access to testing.

If someone tests negative:

If they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.

If someone tests positive.

They should follow the 'stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

School trips

We have no school trips planned for the Autumn term. We have a visiting theatre company coming to school who will be able to deliver to class groups using social distancing measures.

Lunchtime (First Half Term)

- You child may order a packed lunch. There is a choice of sandwiches.
- You may wish to send your child in with a packed lunch. Try and keep packaging to a minimum but it does not have to be disposable.
- Year Groups will eat in their classrooms or outside. Lunchtimes will be staggered to avoid contact with other year bubbles and each year group will have a segregated playground area and separate play equipment.
- Pupils will wash their hands before they eat, before going out to play and when they come in from playing.
- The tables in the classroom will be wiped before and after the children have eaten.
- Frequent handwashing will be encouraged throughout the day.

Uniform

- Your child should wear Welford school uniform or PE uniform (school colours)
- We encourage all pupils to return to school in full school uniform. Uniform plays a valuable role in contributing to the ethos of the school and setting an appropriate tone.
- Pupils should wear the correct uniform and remain smart, safe and comfortable. School shoes please and no logos on the PE uniform.
- Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.

School Pick Up

- You may pick your child/children up from school between 3.00pm and 3.15pm. Please make sure that you maintain social distancing when coming onto the school premises. No late arrivals please. The gates will be locked at 3.25pm.
- Teaching staff will be stationed at the school gates to implement social distancing measures, ensuring there are no groups of parents gathering and no large crowds.
- Hand sanitiser will be available for parents to use as they enter the school premises.
- Follow the one-way system towards your child/children's classroom. Please pick up your children as you make your way around the school i.e. Year 1 child then Year 3 child.
- For example, if you have a child in Year 1 and Year 5 please enter through Gate 1 and follow the one-way system round to collect your child in Year 1, then continue to follow the one-way to collect your child in Year 5 and then proceed on the one-way system and leave through Gate 2.**
- This is clearly mapped out.
- Only one parent will be allowed to pick up** and the parent will stand 2 metres away from the classroom door.
- Pupils will be dismissed to you quickly. Once you have collected your child, please follow the one-way system all the way round and exit via Gate 2. Your child should stay beside you and you should not over take. Please follow the arrows and stay on the one-way system.

Year Group	Finish Time	Entrance Point	Waiting Area	Exit Point
Nursery	3.00pm-3.15pm	Gate 3	Nursery waiting Area	Gate 2 using the one-way system
Reception	3.00pm-3.15pm	Gate 1	Reception waiting area	Gate 2 using the one-way system
Year 1	3.00pm-3.15pm	Gate 1	KS1 waiting area	Gate 2 using the one-way system
Year 2	3.00pm-3.15pm	Gate 1	KS1 waiting area	Gate 2 using the one-way system
Year 3	3.00pm-3.15pm	Gate 2	Follow one-way system	Gate 2 using the one-way system
Year 4	3.00pm-3.15pm	Gate 2	Follow one-way system	Gate 2 using the one-way system
Year 5	3.00pm-3.15pm	Gate 2	Follow one-way system	Gate 2 using the one-way system
Year 6	3.00pm-3.15pm	Gate 2	Follow one-way system	Gate 2 using the one-way system

- Please leave the school area immediately
- The school playing fields remain closed during the school week.**

Curriculum

We will still be providing an ambitious broad and balanced curriculum. Teachers will be holding a remote induction evening on Monday 14th September to explain more about how the curriculum will be taught this year and how any gaps in knowledge created over lockdown will be addressed. Teachers will inform parents about the return of all national tests. This includes the Year 1 phonics test, KS1 and KS2 SATS as well as the Year 4 multiplication tables.

Teachers will also explain how the school has planned for a possible return to remote education, either due to local lockdowns or due to individuals or groups of pupils needing to self-isolate.

Parents evening will take place on Monday 12th October and Tuesday 13th October and will be held remotely using the Teams platform.

In Shape for School and Star Club

'In Shape for School' and 'Star Club' will be running from September for the parents who require after school care due to working commitments.

The new school hall will be used for 'In Shape for School' and 'Star Club'. The Cressview classroom will be used for overspill if required.

Where possible, pupils will be kept together with the same pupils from the same class that they are in during the school day.

If this is not practical we will have pupils in small, **consistent** groups of max 15 pupils

Children in the EYFS will be kept in consistent groups based on their age groups, wherever possible, while adhering to the usual staffing ratios. If children need to be in mixed age groups, we will adhere to the EYFS staffing ratios as applicable.

Where pupils are old enough and capable enough, they will be taught and reminded to maintain their distance and not touch staff or peers.

Where possible, pupils will be seated side-by-side and facing forwards, and unnecessary furniture will be limited to allow for this.

The Club will avoid activities that involve singing, chanting or shouting.

For physical activity, contact sports will be avoided. Outdoor activities will be prioritised where possible, or large indoor spaces (school hall) used where it is not. Distance between pupils will be maximised as much as possible.

Staff will keep their distance from pupils and other staff as much as they can (ideally 2 metres apart). This won't always be possible, particularly when working with younger children, but close face-to-face contact will be avoided, and time spent within 1 metre will be minimised.

Staff will be rigorous about hand washing and respiratory hygiene.

Additional Information and details will be shared over the next few weeks.

Pastoral support

We are aware that the lockdown has been a difficult time for many of us, including our pupils.

Please let us know if you or your child will need extra support when returning to school in September, such as if they feel anxious about coming back or they are experiencing bereavement.

Our current plans to support your children's wellbeing during this time:

We will support general pupil wellbeing through pastoral and extracurricular activities

- Additional PHSE lessons to cover the current climate
- Question Boxes in each classroom.

For pupils who are vulnerable or who have difficulty re-engaging in school we can provide

- Lifespace mentoring
- Play Therapy
- Signposting to external services should as 'Young Minds' and 'Family Information Services'.

If you have any questions or concerns about the points we've set out above, please get in touch.

We are extremely grateful for all the support we have received so far from our school community. We'll continue to keep in touch if there are any updates to our plans or if we need to make changes due to new or updated government advice.

Mrs. Leeman