



SPRINGHEAD C.P SCHOOL

“Working together to achieve our
best”

Springhead C.P School
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7th July 2020

Full opening of Springhead Primary school – September 2020

Dear parents and carers,

I am writing with further details of the full opening of the school to all pupils from the start of the autumn term. School will open for your child on **Thursday 3rd September** with the exception of nursery children whose start date will be communicated separately.

The school breakfast and after school care club will also be opening in September.

A staggered start and end time has been organised for each class to avoid too much close contact with other people.

Arrival:

8:45 - 8:50am – Year 1 and Year 2

8:50 - 8:55am – Year 4 and Year 5

8:55 – 9:00am – Reception and Year 3

9:00 – 9:05am – Nursery and Year 6

Collection:

3:05 – 3:10pm – Year 1 and Year 2

3:10 – 3:15pm – Year 4 and Year 5

3:15 – 3:20pm – Reception and Year 3

3:20 – 3:25pm – Nursery and Year 6

Please bring them to the external classroom door and pick them up from the same place.

If you have more than 1 child in school, please bring all your children with the sibling who has been allotted the earliest arrival time and collect them with the sibling who has been allotted the latest collection time.

Please keep to rules about socially distancing yourselves from other parents, children and staff when dropping off and collecting your child, send your child straight into the classroom on arrival and take them straight off the school premises when they come out at home time. Only one adult should bring children onto the premises to limit numbers. Please do not pass messages to staff at this time but communicate using email

(office@springhead.staffs.sch.uk) or telephone (01782 973845). Please maintain a one-way system on Kingsley Road: approaching on the school side and going home on the opposite side.

If your child has any signs of illness, keep them at home.

If they show any signs of illness at school, we will immediately contact you to collect them. Please make sure the school has your up to date contact details.

Government guidance states:

If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’, which sets out that they must self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.

Our risk assessment relating to the dangers posed by covid-19 will be reviewed before the children return in September and you will be able to read it on the school website.

Thank you for your support and understanding during this very difficult time.

We are really looking forward to welcoming your child back to Springhead.

Brian Anderson

Does my child have to return to school?

Yes. Government guidance states:

Now, the circumstances have changed. The prevalence of coronavirus (COVID-19) has decreased our NHS Test and Trace system is up and running, and we are clear about the measures that need to be in place to create safer environments within schools.

Returning to school is vital for children's education and for their wellbeing. Time out of school is detrimental for children's cognitive and academic development. This impact can affect both current levels of learning and children's future ability to learn, and therefore we need to ensure all pupils can return to school sooner rather than later.

The risk to children themselves of becoming severely ill from coronavirus (COVID-19) is very low and there are negative health impacts of being out of school. We know that school is a vital point of contact for public health and safeguarding services that are critical to the wellbeing of children and families.

Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in both primary and secondary school. School attendance will therefore be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- *parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;*
- *schools' responsibilities to record attendance and follow up absence*
- *the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct*

What groups will my child be taught in?

The children will be taught in their classes.

The children will not move across or mix with children from other classes during the normal school day.

Some staff will teach in different classes but will maintain a social distance from children.

The children will learn, play, eat, arrive and depart from school in their classes.

Our before and after school facility will reopen with precautions in place.

What rules will be in place for my child?

- following a staggered routine for arrival or departure, going straight into the classroom on arrival and going straight home on departure
- following school instructions on hygiene, such as regular handwashing
- following instructions on socialising only with their class
- moving around the school as per specific instructions; limited movement in corridors to avoid contact with other classes
- expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching your mouth, nose and eyes with hands
- telling an adult if you are experiencing symptoms of coronavirus or are unwell.
- not sharing any equipment or other items including drinking bottles
- at play and lunch times, only having contact with people in your class and staying in your area
- Only using toilets in limited numbers
- Never cough, sneeze or spit at or towards any other person

What rules will be in place for parents and carers?

Inform school immediately if anyone in your household has a positive test result for covid-19.

Communication with school will change: parents and carers will no longer be allowed into the school building or be able to pass messages on to staff at the start and end of the day but messages must be emailed to the office or phoned through to the office. If contact with a teacher is necessary, they will do their best to phone or email you but there may be delays as all staff will be teaching full time. The class email will no longer be in use.

Arriving at school will change: your child will be allotted a 5 minute window in which they can arrive at school; the children must go straight into their classroom space immediately through the external door. Only one parent or carer must accompany them (along with other siblings who are pre-school age). If you have more than 1 child in school, please bring all your children with the sibling who has been allotted the earliest arrival time and send them all into their own classroom immediately.

Leaving school will change: you will be allotted a 5 minute window to collect your child. Only one parent or carer must accompany them (along with other siblings who are pre-school age) and they will be asked to wait at the external door of the teaching space observing the social distancing guidance. Once children come out of the building, parents and carers must take them immediately home so that the next class can safely come onto the premises to meet their children. If you have children in different classes who are allotted different departure times, you can collect them with the sibling who has been allotted the latest collection time. If you have older children who walk to and from school alone, you must be satisfied that they will maintain social distancing and will not mix with children from different classes.

We will ask parents to observe a one way system of walking on Kingsley road, approaching school on the school side and then crossing over to go home on the opposite side of the road; this should mean that you can safely walk at a social distance without having to pass other people going in the opposite direction. Children should not be riding bikes or scooters to school as pavements and roads will be more crowded.

What safety principles will be in place?

Government guidance states that in order to prevent infections, school communities should:

- *minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school*
- *clean hands thoroughly more often than usual*
- *ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach*
- *introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach*
- *where necessary, wear appropriate personal protective equipment (PPE)*

The government recognise that the following precaution will not always be possible in a primary school setting however, where ever possible, we will endeavour to:

- *minimise contact between individuals and maintain social distancing wherever possible*

PPE will be available to staff for personal care such as the administration of first aid but it is not recommended that they use this in every day interactions within their class.

The government have stated that, based on scientific advice, young children should not wear masks in school as frequently touching and adjusting a mask or incorrect use of one can increase the risk of infection.

What equipment can my child bring to school?

We are limiting equipment which comes into school and goes home to lessen the risk of contamination, therefore, children can bring in: a named lunchbox, their school reading book, homework, pumps or trainers in a named PE bag, a named water bottle (they must have one of these as they will no longer be able to drink from shared water fountains), a coat, essential prescribed medication such as inhalers and sun protection when necessary.

Children do not need a full PE kit as, in order to minimise close contact in helping younger children get changed, we will be doing PE in uniform: they do need to bring pumps or trainers in a named bag which can stay in school.

Children should wear school uniform which they can change out of each evening on return home to minimise potential infection. A uniform order was emailed out to parents on Monday and orders will be available to collect at the beginning of September.

What will lunch time be like?

Hot dinners will be available and full details for dining arrangements will be available for you to read in the risk assessment. Children in reception, year one and year two continue to be entitled to the free school meal system.

What will playtime be like?

Snack will be available to buy or your child can bring in their own healthy snack. Each class will have their own area of the playground and playtimes will be staggered.

What if my child is ill or has symptoms of coronavirus?

- If your child is unwell, they should not be in school
- Do not bring your child to school if they, or someone in their household, are displaying any symptoms of coronavirus (following the [COVID-19: guidance for households with possible coronavirus infection](#))
- Follow testing regimes – government guidance states:
Engage with the NHS Test and Trace process
Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit, provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace, self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)
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.
- If your child becomes ill at school, they will be isolated and you will be immediately contacted to pick them up
- If we have a confirmed case of coronavirus in school we will follow the most current advice from Public Health England

What will learning be like for my child?

- Learning will initially focus on personal, social and emotional well-being to help children to understand the situation and cope with their feelings and get to know their new teachers. We recognise that children will be anxious and will do our best to alleviate their worries.
- Learning will focus on the basics of reading, phonics, writing and number to help children to catch up but we will be providing a broad and balanced curriculum if it is safe to do so. We will provide our usual education and care support for children who have special needs.

In order to limit infection and contamination:

- There will be no after-school clubs in the autumn term except for care club.

- Staff have put reading books into two sets; children will have a reading book from set A which they will bring home on Monday. They will return that book to set A the following Monday and be given a book from set B which has not been touched for a week. This system will repeat on a weekly basis.
- Children will sit (where possible) in their own space, their own chair at their own table with everyone facing forwards.
- As far as possible, children and staff will all maintain social distancing from each other.
- We will increase the amount of outdoor learning.
- Some parts of the curriculum will not be possible as they involve contact or close contact or sharing of resources.

What will care club provision be like?

- As far as possible, we will use the hall, the after school club and outdoor spaces to avoid overcrowding.
- As far as possible, children will sit and play in smaller groups with children of a similar age to limit their contact with others.
- The emphasis will still be on play and relaxation for the children.
- Staff will, wherever possible, maintain a social distance from the children.
- Each child will use their own personal equipment where possible.
- Food choices will be more limited.
- Handwashing and cleaning will increase.
- Good personal hygiene will increase (catch it, bin it, kill it).
- Parents/ carers will be contacted to collect children if they become unwell.
- The latest booking-in time will be by 4pm on Friday for the following week. Children who have not booked by then will not be able to attend except in an emergency. This is because staff need to know which children are attending so that the space can be arranged appropriately. Booking in is to be done through the school office.