

The Three Schools

September 2020

The Government has now published guidance pertaining to children returning to school, full time, in September. As small schools, we are fortunate to be able to plan for a relatively normal return due to pupil numbers.

A summary of the measures recommended include:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school, wherever possible, and minimise potential for contamination so far as is reasonably practicable.

Attendance at school and pre-school

Only children who are symptom-free may attend school or pre-school.

- Parents should not send children to school if they have a high temperature (37.8C or greater), a new continuous cough or a loss or change to their sense of smell or taste. If children present with symptoms, parents should use the NHS Covid 19 symptom checker to determine the required course of action. Current guidance is that the child should isolate for 8 days, the day of onset plus 7 days unless they have a negative test result.
- Siblings of a suspected case should isolate for 14 days unless the suspected case has a negative test result, in which case they are free to return immediately.
- For other 'typical' illnesses, such as an upset stomach, the usual timeframes will apply (in the case of an upset stomach, no return until 48hours after symptoms have ended)
- Children will be sent home to self-isolate if they develop symptoms 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*

Drop off and collection

- Only parents or carers who do not have symptoms of Covid 19 will be able to drop-off or collect children.
- We request that, where possible, drop-off and collection is limited to **one person per family (this does not have to be the same person each day)** to reduce the number of people congregating outside school.
- To avoid unnecessary entry to, and traffic inside, our schools, drop-off and collections will take place in a pre-designated area.
- Naturally, with these changes to our procedures, drop-off and collection may take longer than usual. Please be patient when dropping off or collecting children.
- **Where people are waiting to drop-off or collect children, social distancing should be maintained at all times.**
- With the exception of those at Kingfishers, children will need to come into school independently so please do your best to prepare them.
- **Rather than drop-off times, we will offer drop-off windows to allow parents and carers to move between schools in good time. Further information can be found in each school's section.**

School Transport

- At the time of writing, it is our understanding that School Transport will run in September. Children will be encouraged to sit within their year groups on the school bus, leaving spaces between.

Bubbles - overview

Government guidance advises that, where possible, children should be grouped into class 'Bubbles' but they acknowledge that the circumstance of each school will be different and that schools need to plan in a way that ensures arrangements do not impinge on the curriculum or logistics of running the school.

Given the decrease in the prevalence of coronavirus (COVID-19) and the resumption of the full range of curriculum subjects, we have carefully considered what arrangements are required to allow us to resume a normal service, whilst implementing safety measures.

We have tracked sibling relationships across the schools and do not have a single class that does not have links with at least one other class so parents must understand that the measures can only be designed to limit contact across groups.

Drayton Parslow & Mursley bubbles

Drayton Parslow and Mursley will operate as follows:

Year 1 & 2 – Bubble of 30 children EYFS – 15 children Kingfishers – Own bubble

Measures in place to reduce the time spent together will include

- Drop-off window between 8.45 and 9.15am for Kingfishers
- Drop-off window between 8.30 and 8.55am for EYFS and KS1
- Clear entry and exit paths
- No whole-school collective worship or other whole-school activities until after October half term
- Separate play area for Kingfishers, EYFS and KS1 children
- Children will eat in their classrooms (EYFS at DP will eat in the kitchen)
- Designated toilets for each bubble
- No extra-curricular clubs until after October half term

Other measures

- Enhanced cleaning regime
- Outdoor areas will be used as additional space for children to learn
- Children to clean hands thoroughly at regular intervals, including on entry
- Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it'

Swanbourne bubbles

The children will be taught in their individual classes, as 'class bubbles' of 30.

When utilising the outdoor space, up to two bubbles will be allowed outside at the same time but they will have designated areas away from one another.

Measures in place to reduce the time spent together will include

- Drop-off window between 8.30am and 8.55am
- Clear entry and exit paths
- No whole-school collective worship or other whole-school activities until after October half term
- Separate playtime for each bubble
- Children will eat in their classrooms
- Designated toilets for each class
- No extra-curricular clubs until after October half term
- Staggered break and lunchtimes

Other measures

- Enhanced cleaning regime
- Outdoor areas will be used as additional space for children to learn
- Children to clean hands thoroughly at regular intervals, including on entry
- Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it'

Mental health and wellbeing

Children may be experiencing a variety of emotions in response to the coronavirus (COVID-19) outbreak, such as anxiety, stress or low mood. It is important to contextualise these feelings as normal responses to an abnormal situation. Some children may need support to re-adjust to school; others may have enjoyed being at home and be reluctant to return; a few may be showing signs of more severe anxiety or depression. Others will not be experiencing any challenges and will be keen and ready to return to school.

If you have concerns about the mental health and wellbeing of your child, please contact the school so that we can facilitate support, either in-house with Mrs Temple (our on-site councillor/play therapist) or, if it is more appropriate we can make a referral to School Nursing or the Childhood and Adolescent Mental Health service (CAMHS).

What will curriculum provision look like?

- We are endeavouring to return to an ambitious and broad curriculum in all subjects from the start of the autumn term, but we will make use of existing flexibilities to create time to cover content that requires additional input following time away from school. *Teachers will have flexibility in regard to lesson timings so that they can spend time on areas that require additional input (an example of this may be additional time on phonics for children entering year 2)*
- The first few days will be used to establish the systems and routines, as well as allowing plenty of opportunity for Personal, Social and Emotional Health activities so that children have a happy and safe start to school.
- Specialist teachers and support staff will, as per Government guidelines, be able to move between bubbles, maintaining social distances.
- We will not be completing any formal assessments of the children on their return, rather we will teach and review to ascertain the areas of priority (for example, quizzes, observing pupils in class, talking to pupils to assess understanding, scrutiny of pupils' work)
- PE, Forest School and Music and will continue as planned with modifications to ensure safety. In PE, outdoor sports will be prioritised, where possible. Music provision will be adapted to address the guidance on space, positioning and which instruments can be used without risking an increase in the likelihood of transmission.
- Visiting music teachers may return to school and deliver lessons to individuals, modifying their methods of instruction to support social distancing measures but some will be offering online lessons.

What will the environment look like?

- Where possible, in KS1 and KS2, desks will be spaced, forward facing and positioned in a way that supports measures to minimise transmission but we are limited by space.
- Children in all classes will continue to have individual learning packs with their own pen, pencil, ruler, scissors etc.
- Classroom based resources, such as books, will be used and shared within the bubble and these will be cleaned regularly
- Areas will be identified for 'Bubbles' to play in at break and lunch. For example, Early Years will only access their outdoor learning area but will do so throughout the day. Year 1 and Year 2 will access the playground.
- Children in year 1 will access aspects of their learning through play to support their transition and equipment will be cleaned regularly.
- Each bubble will have allocated equipment to use at playtime.
- Each class will be allocated specific toilets

Early Years specific

- The normal range of resources will be reinstated and children will be able to learn through play, with a balance of adult-directed and child-initiated opportunities.
- Children will be able to use the small world cars, Duplo and other such toys and these will be cleaned regularly
- Children will access their learning in the indoor and outdoor environment
- For children in Kingfishers, there will be daily activities that focus on the prime areas of learning, including: communication and language, personal, social and emotional development (PSED) and physical development but children will access all aspects of the Early Years Framework
- For pupils in Reception, teachers will assess and address gaps in language, early reading and mathematics, particularly ensuring children's acquisition of phonic knowledge and extending their vocabulary.

Lunch, snack and water bottles

- Hot school meal provision will be available for all pupils, with the exception of Kingfishers
- All children will eat their lunch in their bubbles
- Children can bring lunch boxes but these will need to be washed with soap and water daily. If this is not possible, please send lunch in disposable packaging.
- Water bottles will return home daily and must be cleaned with soap and water
- In KS2, children can bring a healthy snack, preferably fruit, for break time
- In EYFS and KS1, a fruit snack will be provided

Clothing and Hygiene

- Children **will** wear school uniform unless stated below. **All clothing should be named.**
- When EYFS/KS1 children have Forest School, they should wear their 'Forest School uniform' and bring their waterproof outer layer to put on over this.
- When children have PE, they should **come to school in their PE kits.** (including tracksuit bottoms and, where feasible, a lightweight waterproof jacket) They will not be required to change into their uniform after PE
- All children and staff must thoroughly wash their hands upon arrival at school and frequently throughout the day, particularly before and after toileting, eating, and handling of resources (toys/equipment).

- All waste will be disposed of in a hygienic and safe manner.
- Tissues will be disposed of immediately following use, into a closed bin.
- Used personal protective equipment (PPE) such as masks, gloves, aprons etc. will be disposed of into a closed bin.
- Any new activities will be risk assessed, and usual practice will be continually reviewed and adapted where necessary.
- Shared resources will be cleaned and disinfected between 'Bubble' groups.
- All resources required for play and learning experiences in the Early Years will continue to be regularly washed and sterilised.
- Equipment such as stationery, tablets (iPad's) etc. will be allocated to 'Bubbles' where possible and will be cleaned before and after use.

Bringing items into school

- We must continue to limit the amount of equipment children bring to school
- All necessary prescribed medication should be brought to school
- Children can bring bookbags to school but no large rucksacks
- As the weather changes, children should have appropriate hats, gloves, scarves etc
- Personal items or toys cannot be brought to school unless requested, eg Show and Tell
- For EYFS baking, we will ask for a small contribution for the term, rather than ingredients
- Kingfishers children should bring spare clothes, indoor slippers, wellies and waterproofs to leave on site
- EYFS and KS1 children should leave a pair of wellies at school

Cleaning

- A nominated staff member will take responsibility each day for ensuring continuous cleaning across each class and/or 'Bubble'.
- The cleaning schedule will remain a priority and will include communal touchpoints such as doors/handles, toilets, handwashing facilities, garden equipment, hard surfaces, and toys.
- Windows will remain open, where possible, to provide ventilation.

Procedure in the event of a child displaying symptoms

- In the event a child displays symptoms of coronavirus (COVID-19) when at school, parents/carers will be contacted immediately and must collect their child as soon as possible.
- Families will be advised to self-isolate at home in line with the most up to date NHS guidelines and not return to school until the isolation period is over, and your child is no longer symptomatic or has had a negative Covid test result.
- A child displaying coronavirus symptoms in school will be isolated with the member of staff in their 'bubble' in a previously identified room or area. If possible, a window will be opened for ventilation.
- Suitable PPE will be provided to the member of staff so that they are able to isolate themselves with the child safely. PPE includes a surgical face mask, face shield, apron, and gloves.
- Once the child has been collected from school, the room/area used to isolate the child will be thoroughly cleaned by the member of staff wearing PPE.
- In the event a colleague displays symptoms of coronavirus when at work, they will be provided with a face mask and advised to return home immediately.

Key point: Anyone with symptoms will be reminded of NHS guidelines regarding testing, isolation and personal care and will not be allowed to return to school until the isolation period is over, and they are no longer symptomatic or they have a negative test result.

As per the Government guidelines for September, if we have a confirmed case of Covid 19, we will contact Public Health England to support us in determining if any contacts within our setting need to self-isolate for 14 days.

PPE

- Government guidance is that PPE is not required for school settings beyond that which is usually worn in Pre-school settings.
- PPE will be worn, as usual, for nappy changing and the administration of first aid.
- PPE is available for colleagues to use where a child is displaying symptoms and awaiting collection. This includes aprons, vinyl gloves, and masks and face shields.
- Parents are requested not to enter the school building unless there is a specific and urgent need and any parent entering the school premises will be required to wear a face-mask.

Staff

- Staff will only attend work if they are symptom-free.
- Under the new guidance, staff can move between bubbles but should be aware of social distancing measures
- The schools will have a plan for social distancing during staff breaks.
- Colleagues will avoid physical contact with each other, e.g. handshakes, hugs etc...

Trips, visits, volunteers and visitors

- Day trips can now resume and we will carefully risk assess any planned trips
- Educational visitors will be allowed to attend school, subject to compliance with our Covid-19 risk assessment
- Volunteers will be assigned to specific bubbles only and will be required to comply with measures within the risk assessment
- Only contractors engaged in urgent works will be allowed on site while children are in attendance

Reading books and Homework

- Children will bring reading books home
- Returned books will be quarantined then cleaned before being returned to stock
- Spellings will be sent home on sheets but spelling books will be kept in school
- Where feasible, homework will be set online or sent with answers to facilitate self-marking.

What if I don't want my child to return?

- From September 1st, the legislation on school attendance reverts and, once again, it becomes a mandatory duty for parents to ensure that their child attends school, where the child is a registered pupil and they are of compulsory school age. Exceptions to this would be those who are self-isolating due to their own symptoms or those of family members or those who have been contacted through Track and Trace.

What happens in the event of a local outbreak and forced school closure?

- Online learning will resume via ClassDojo or E-Schools
- In the event of closure, parents will receive an online learning guide detailing what they can expect from teachers and what the expectations of them are.

Wraparound Care

- We acknowledge that the Wraparound provision is not conducive to sustaining discreet bubbles but we also know that it is a much needed facility for working parents. As highlighted earlier within this document, we already have links between each class due to siblings. We will endeavour to reduce contact to the extent that is physically possible, whilst offering a warm and welcoming environment.
- In choosing to use the Wraparound provision, you accept that your child is exposed to a wider group than their substantive bubble.
- In mitigating risk, we have looked to limit group sizes and maintain the consistency of these groups, inline with Government guidance.

Organisation

- The service will operate across two sites to reduce numbers of children interacting and to support social distancing measures
- Children who attend Mursley or Drayton Parslow will attend Wraparound at Mursley
- Children who attend Swanbourne will attend Wraparound onsite there (we have reorganised classrooms to designate a space for this provision and we hope to have a new entry system fitted to the school's side entrance by September)
- To the extent that is possible, children will be engaged in outdoor activities
- Unfortunately, it is not financially viable to offer the service across three separate sites as we are already absorbing the financial cost of the additional staffing required to staff two sites.
- To the extent that is possible, children will be seated with children from their bubble while traveling between Mursley and Drayton Parslow on the school minibus.
- You will receive a personal timetable that informs you what days and times you have booked and where your drop off and collection points will be.
- We apologise for any inconvenience that using two sites may cause to a small number of families with siblings across schools but thank-you in anticipation of your understanding.
- We will return to one site as soon as is practicable