

# Reconnection St James' CE Primary School

September 2020



## Current guidance

The Government guidance released on 2<sup>nd</sup> July 2020 (with some updates in August) provided us with a context for their decision to request all schools to open to all children from September and issued guidance for schools to adhere to and manage when opening.

At St James' we have been working hard on our plans for a full reopening ensuring that we:

- *fulfil the expectations required of us*
- *ensure that the safety of everyone is paramount in all our decisions and actions*
- *ensure a smooth transition into school for all pupils*
- *continue to provide a high quality, well balanced curriculum to best support our pupils in their education.*

## Keeping children and staff safe

All schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Essential measures 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

All schools have been provided with a set of actions to 'prevent' and 'respond to infection' which are summarised below:

### **Prevention:**

- minimise contact with individuals who are unwell
- clean hands thoroughly and more often than usual
- ensure good respiratory hygiene - 'catch it, bin it, kill it'
- enhanced cleaning
- minimise contact between individuals and maintain social distancing wherever possible
- where necessary, wear appropriate personal protective equipment (PPE)

### **Response to any infection:**

- engage with the NHS Test and Trace process
- manage confirmed cases of coronavirus (COVID-19) amongst the school community
- contain any outbreak by following local health protection team advice

### Class 'bubbles'

As shared previously we will group into 'bubbles' which will remain consistent and **separate from other 'bubbles'**.

For the majority of their time in school the children will be in their own class bubble with their own teacher and support staff but at playtimes and lunchtimes they will be separated into their bubbles.

### Attendance

We support the government here which notes:

- *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.*

### Shielding children

Shielding advice for all adults and children paused on 1<sup>st</sup> August. Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, please contact school and we will work with you to support your child the best possible way we can.

### Before your child leaves home in the morning

Please check for any of the following symptoms

- a high temperature
- a new, continuous cough
- a loss of, or change to the sense of smell or taste

If any of these symptoms are evident do not send them to school, contact school as soon as possible

Government advice must be followed.

### Travel to and from school

Children and families should ensure they are **following social distancing guidelines** whilst travelling to and from school. We ask that there is no meeting at the gates/stopping to talk around these areas.

## Morning Drop Offs

There will be a 'soft' start, meaning that children can arrive from 8:40am and will go straight to their classes where their teacher will be waiting for them. The gates will be open from 8:40-9am.

There is no breakfast club until further notice. All children will be provided with a piece of fruit each day.

Entrance to the school will be via the staff car park gate. We are operating a 'one-way system' through the carpark and out along the pedestrian path. We would encourage only 1 parent/adult to drop off and collect to help minimise the number of adults on site.

It is important that we do not have parents congregating at the school gates and that we limit the number of interactions across bubbles.

## End of the day collection

The children will be brought out to their parent/adult at their **allocated time**.

As you are aware from the July communication we will be operating a 'staggered' end to the school day and we ask you to help us by **being on-time to collect your child**. We will be doing everything we can to ensure that bubbles are not mixed.

**Year 6, Year 5 and Year 4 will be dismissed at 3:05pm**  
**Year 3 and Year 2 will be dismissed at 3:10pm**  
**Year and Reception will be dismissed at 3:15pm**

As with the morning drop off you will enter through the staff car park, your child will be dismissed by their class teacher at the front of school and you will exit via the pedestrian gate.

**Please note we will review the collection arrangements regularly in September and continually update according to the government guidelines to ensure they are working effectively, and we are happy with the safety precautions in place. Please be aware we will make amendments to timings if we feel it is necessary.**

## Arrangements in school

Children in Reception and Year 1 (in Autumn Term) will be following a free flow, play based curriculum. Whole class teaching sessions will be no longer than 15 minutes and all classrooms will be well ventilated.

It will not be possible, nor is it required, to enforce social distancing measures with children in EYFS. This means that children will encounter all the children in their class and they are likely to come into contact with all the children in the year group during outside free flow and lunchtimes. Children will wash their hands often and surfaces and equipment regularly sanitised.

From Year 2 to Year 6 the children will be sat in rows which are front facing, this is in line with Government guidance.

### Learning resources

For individual and very frequently used equipment, such as pencils and pens, ***staff and pupils will have their own items that are not shared which as a school we have provided the children with in a large zipped wallet.*** Classroom based resources, such as books and games, can be used and shared within the class bubble; these will be cleaned regularly, along with all frequently touched surfaces. In KS1 and KS2 resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.

### Worship

There will be no traditional whole school assemblies during the first part of the autumn term and these will be replaced by a Virtual Assembly, which will be watched by children their classrooms.

We are keeping an open mind about the Christmas Nativity but all should be aware that, even at this early stage, full-scale productions ***look unlikely in the autumn term.***

### Reading Books

Reading books can still be brought home, however on their return to school **they will be placed in a quarantine box** and left for 72 hours before returning to the shelves.

### Coats and bags

As children have their own cloakroom facilities coats and bags can be left in their normal places, however we are asking that you consider whether you need to bring in the bag and it must be a material that is wipeable. **Please keep items brought into school to a minimum as much as possible.**

Children are asked to wear PE kit on PE days to reduce the need for PE bags and changing in school. This can remain on all day. The lessons will take place outside.

### The importance of fresh air

Windows and doors will be left open as much as possible to aid ventilation. Teachers will plan many outdoor learning activities and therefore it is essential that the children come suitably dressed for all weather possibilities.

### School office

School offices will remain closed to personal visitors. Parents should do all they can to ensure that children have all that they need for the day (e.g. packed lunches) at the start of the day

and if there is an instance where their child needs to be collected at a different time, they should telephone the school to make arrangements.

### **Behaviour**

In these times of heightened risk to our health, it is important that children and staff are aware that unhygienic behaviour is taken very seriously.

- Stay at least 1+ metres apart from each other wherever possible (with a common sense approach taken to EYFS and younger pupils and being mindful of classroom restrictions);
- Use their own specific equipment (including resources) and not share any of these;
- Not share any food, drinks, cups or water bottles;
- Work, eat and play in our designated group, and minimise contact with children from other groups (including in the playground, anywhere on the school site and on our way to and from school)
- Move around school as instructed by our teacher/adult and avoiding other people
- Never cough, sneeze or spit towards another person; catch all coughs and sneezes in a tissue and throw it away (catch it, bin it, kill it), then wash our hands
- Wash hands frequently (including whenever we are asked to), with soap and water for 20 seconds (e.g. by singing happy birthday twice) or with hand sanitiser if soap and water are not available;

It is essential that the children always listen to and follow instructions and adhere to the guidelines set by the government and the school. This is required inside school and outside during breaks and lunches. Any child who is unable to do this is risking the safety of themselves, other children and staff and we will ask parents to collect them immediately.

A risk assessment will then be completed to determine whether it is safe to have the child back in school. If we deem a child to be unsafe to have in school, we will work with parents to arrange provision the child can access safely.

### **School lunches**

As you are aware from the information shared in July we are not in a position to offer hot lunches on site. We will be providing a **cold school lunch** (for example a sandwich/roll or wrap, a drink and a choice of cake, fruit, or yoghurt) for the children who have school meals. This will be made by our catering provider, Enfield Catering Services. The children will be eating in their classroom before going out for play with their designated bubble.

### **Availability of water on site**

All pupils should have their own school water bottle that is untouched by other children or staff. Water is available in school to refill children's own water bottles.

### School uniform

It is an expectation that all children will wear the approved school uniform. We expect our children to take great pride in their school and this is reflected in the way they dress for school.

### Curriculum for healing

Whilst we are confident that many children will quickly 'bounce back' after the lockdown we are aware that there will be some children returning who have experienced bereavements amongst friends or family or who have experienced anxiety or stress during this time.

In September we have planned a specially designed curriculum for our children to support their adjustments.

### **Collective positive mindset – contextualising the lockdown**

We do not feel that it is helpful to focus on what has been 'lost' during the shutdown. A young person's school career is typically 468 weeks long and most children have been out of school for 14 weeks, which represents below 3% of their total school career.

Our staff will remain calm and measured in September knowing that **whatever the situation we have the staff with the best knowledge and experience of how to teach**, support and *help our children* in 'closing the gap' where required. We will not make our children worry unnecessarily or make them think that things are worse than they are and where issues present themselves our language will reflect our established 'growth mindset' philosophy.

### **Assessment**

Our teachers will make adaptations establishing 'what has to be learned' rather than sticking rigidly to our usual long term plans. Class teachers will use their own expertise to establish starting points for each class in the autumn term and will likely have to take 'a step back' in order to help children then move forward with confidence but each child and class will be different.

To strengthen routines, relationships and resilience it is important that, in a measured supportive way, teachers and children get back to established ways of working.

Staff will continue to be responsive to the needs of individual pupils and additional support will be provided where necessary. Small group or 1:1 support may take a different form in the autumn term so that adults and children remain safe, for example, sitting side by side, staff and pupils working at a greater distance from each other, and working in different parts of the school building. Staff who are in close contact with individual children may wear PPE.

### Children or staff suspected of having COVID-19

In line with DfE guidance in the case of a suspected infection the school will:

- engage with the NHS Test and Trace process.

We ask that parents and staff inform the school immediately of the outcome of any test;

- manage confirmed cases of coronavirus (COVID-19) amongst the school community. The school will text or e-mail parents with a notification of a confirmed infection including which 'bubble' this may affect. We will not share the names or details of people suspected of having or conformed to have coronavirus;
- contain any outbreak by following local health protection team advice. For the avoidance of doubt the new advice says that we 'must send home those people who have been in **close contact** with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious.

'Close contact' now means:

- face to face contact with an infected individual 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 individual;
  - travelling in a small vehicle, like a car, with an infected person.
- When a case is suspected in school the child will be immediately isolated from other pupils and staff. Staff supervising these children should also try to ensure they remain two metres away while still aiming to provide the reassurance and care particularly young children will need. Enhanced PPE is available for these staff and older children may be offered a mask. The school will contact parents and request they collect their child from the school immediately.
  - We ask that parents whose child has been identified as having a suspected case of COVID-19 should seek immediate medical advice.

The guidance says '*Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test.*'

If no test is undertaken then we expect children to self isolate according to the Public Health England guidance.

**Households with a confirmed case of Coronavirus** should follow the advice laid out by Public Health England regarding isolation and should keep their school informed about their planned date of return following isolation.

**In the event of a local authority wide lockdown:** The school would revert to an enhanced version of the arrangements which were in place during the nationwide lockdown and remote learning will be continued.