

Dear parents/carers,,

I wanted to make sure you have all the information you need. Hopefully the subheadings will help you to navigate towards the questions you need answers to. This may not all be relevant now, but you may want to keep this to refer back to at a later date.

### **Who will be in school and why?**

#### **Who will return to school on 1<sup>st</sup> June?**

The government are due to make a further announcement on Thursday 28<sup>th</sup> May 2020. After this we will write to you to confirm whether or not we should be opening school. If they say we should be, we will open to the following groups of children:

- All children in Reception
- All children in Year one
- All children in Year six
- Children of critical workers or from vulnerable groups

We aim for all places to be offered for four and a half days per week (early closing on a Friday afternoon to allow for deep cleaning), with the exception of children of critical workers or from vulnerable groups, who will be offered full school hours as they have from the initial lockdown directive.

#### **How do you decide which children come in when and whether school is open or closed?**

This is a government decision. The only time Spinfield school would do something different is if we were closed by Public Health following a specific and significant outbreak within our setting.

The government may decide to open schools for more year groups. It is predicted that this may be around 22<sup>nd</sup> June, as they hope to reopen for a month before the summer holidays.

If the R rate increases, the government may decide to close schools again for all children. Spinfield school will follow the latest guidance at all times.

#### **What will happen if the school opens to more year groups at a later date?**

We will await government guidance on this, which we will then follow. It may be that some of the rules above change due to limitations on space and/or less risk of spreading the virus at a later stage.

### **Arrangements for children at school**

#### **What will happen for the children at school?**

We have decided that the most flexible approach which is fairest to everyone and can remain as consistent as possible against ever changing circumstances, is that we provide one style of all learning for children.

The feedback on our Home Learning activity planning has been excellent overall, so we will continue with a very similar model for all of next half term. This means that the teachers can continue to plan

in the same way and all the children will be able to access it, whether they are at school or at home. As the situation is continuously changing, this will minimise impact if the school has to close again at short notice.

#### How will the children be grouped and organised?

We will be working on a “pod” model, which will comprise of a consistent group of staff working on a rota basis, and no more than 15 children. The children will remain in this pod the whole time they are at school, including break times and lunchtimes. The senior leadership team have decided that the fairest way to do this, is by dividing the class in half, in register order. Children in the same year group will share their outdoor sessions, but remain in separate areas. These measures will minimise the risk of infection and make any infection easier to trace.

We will do our best to not mix staff between pods. This does mean that, if more than 15 children from one class are in school, they may not be with their teacher or in their usual classroom. We will do our best to ensure the pods are staffed by those who work with the children regularly and know them well, as much as possible. Class teachers will plan for their year group, to maintain consistency across the pods.

#### Will I be able to find out who is in my child’s pod?

We will share this information with you on Friday 22<sup>nd</sup> May 2020. The senior leadership team have decided to share this information so you, as parents and carers, can prepare your children for the return to school in the best way possible. We understand that some children may not be with their closest friends and we appreciate that this could cause some upset. However, we know that our community and team spirit here at Spinfield will enable them to view this ‘different’ return to school as a positive experience.

#### Can siblings be kept together in the same pod?

Children will be grouped in year groups as this is the most effective way of delivering and supporting their learning. Twins will be kept together. If your child/ren is in the children of critical worker or from vulnerable groups, they will be kept with their siblings.

The government advice is that only children in certain year groups will be asked to return to school. This does not include siblings in different year groups unless those siblings are in the priority group outlined above.

#### What are the benefits of my child being in school?

The government are strongly encouraging all eligible children to return to school and there are many benefits of this:

- Familiar staff and direct support from the trained professionals in school as children access their learning
- The ability to collaborate, share ideas and work together with others, is a key part of our Spinfield approach towards teaching and learning, which is difficult to replicate at home
- Opportunities for verbal feedback for the work they will produce in school

- A return to a familiar routine of going to school (albeit at a different time)
- Access to some of the school's resources – technology, space to play, concrete apparatus for maths and art and craft supplies

#### What will the timings of the school day be?

Drop off and collection times differ according to the pod your child is placed in. Please see below.

Pod name	Drop off	Pick-up Mon - Thurs	Pick-up Friday
YR1	9:20 – 9:30 am	2:50 – 3:00 pm	12:30 – 12:40 pm
YR2	9:30 – 9:40 am	3:00 – 3:10 pm	12:40 – 12:50 pm
Y1	9:00 – 9:10 am	3:10 – 3:20 pm	12:50 – 1:00 pm
KW	9:00 – 9:10 am	3:10 – 3:20 pm	3:10 – 3:20 pm
Y61	8:40 – 8:50 am	3:20 – 3:30 pm	1:10 – 1:20 pm
Y62	8:50 – 9:00 am	3:30 – 3:40 pm	1:20 – 1:30 pm

#### How will you make pick-ups and drop offs safe?

We request that one parent drops off the children and collects them.

Everyone will follow the mapped route indicated in the car park. Arrows are marked at 2 metre intervals, ensuring social distancing directives are adhered to.

#### What should my child bring and wear?

For many practical reasons, we have decided that children need to wear uniform with trainers. This will enable them to take part in physical activities without the need to change. Please ensure your child/ren has a clean uniform to wear each day. Your child/ren may bring a coat to school but we ask that they are able to put these on and take them off independently.

Clothing must be washed at 60 degrees Celsius to kill the virus. Alternatively, antibacterial laundry detergent or tumble drying the clothes will kill the virus.

If your child is bringing a packed lunch, please make sure it is named. These will be kept under their individual desks. Please provide your child with a packed lunch that does not require adult intervention (eg peeling of fruit, opening of packets).

Do not bring a bag or book bag. Children will read at school but will not be bringing reading books home.

Please bring a clean, named water bottle each day.

### What about food?

Dolce will be providing grab bags for those children who usually have hot school meals. We will not be providing fruit and vegetables for Reception and Year One. Please provide a healthy snack that does not require adult intervention (eg peeling of fruit), these will be kept in their individual trays.

Children will eat their lunch in the classroom to minimise cross contamination.

We will continue to provide food hampers for Pupil Premium children who are not in school.

### Which adults will be in school each day?

We will work on the minimum number of staff possible in the building to make it safe and reduce the spread of any infection. All staff not allocated to a pod will have minimal contact with staff and children in each pod.

- There will be one adult with each pod at any one time.
- There will be one adult in the office at any one time.
- Leaders will be contactable by phone if they are not in the building.
- There will be a First Aider in each pod which will administer basic first aid if needed. Parents will be called if further action is required.
- A Designated safeguarding lead will be in school at all times.
- There will be at least one member of site staff at any one time, responsible for the cleaning regime.

## **Safety in School**

### What about social distancing?

#### Classrooms

Children will enter using the designated route, entering their classroom via the fire exit. Desks are positioned 2 metres apart and children will be allocated their own working space. Teaching materials will be placed in their individual trays. Teaching will be conducted from the front of the classroom to minimise contact.

#### Outside

Children will be encouraged to adhere to the government directive of social distancing. Equipment will be provided for individual pods and these will be cleaned regularly.

### What other safety measures will be in place?

This list summarises the detailed risk assessment which has been put in place. You may find a copy of the risk assessments on our school website. The additional safety measures we will take in order to minimise the spread of infection are:

- Not allowing anyone in school who should be isolating
- Regular handwashing routine for all
- Encourage 'catch it, kill it, bin it', with plenty of tissues available
- Hand sanitiser available in every room
- Children remain in the classroom allocated to their pod, except timetabled outside sessions
- Reducing the number of resources used and shared
- Shared resources will be cleaned regularly
- Closing down most communal areas of the school
- As much time planned outside as possible – making good use of the space available
- Well ventilated classrooms
- A regular and thorough cleaning regime throughout the day and at the beginning and end of each day
- No visitors to school

**We are working hard to ensure that we follow the government guidelines and ask that our families who are sending their children to school do the same. If your family have not been observing current lockdown rules, for example you have been to other people's houses, we ask that you keep your children at home. This is in the best interests of all the staff and children and in an attempt to keep everyone as safe as possible and reduce the possible spread of any infection.**

#### Will PPE be used?

Government guidelines advise no need for PPE to be worn in schools, except under normal circumstance e.g. changing a child, administering first aid. Some of our staff will choose to wear PPE and we will explain this to the children so that it is not a surprise if they see someone wearing it.

Full PPE will be worn if a child has symptoms of Covid-19.

#### Looking after the children's wellbeing

The children's wellbeing will be a priority as always.

#### How will we prepare the children for what will happen next?

Whether you choose to send your child to school or keep them at home, we suggest you discuss with them what will happen, what this will be like and why this decision has been taken, in an age appropriate way.

#### Health

##### When should my child isolate?

Any child or adult displaying these symptoms of COVID-19 should isolate immediately:

- High temperature
- A new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours

If you require further medical advice, call 111.

In an emergency, call 999.

#### Someone in my house is in an at risk category, what should I do?

Please refer to this guidance, which is what we are working from:

<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>

#### Will you test for COVID-19?

Staff and pupils in all settings will be eligible for testing if they become ill with coronavirus symptoms, as will members of their households. A negative test will enable children to get back to childcare or education, and their parents to get back to work. A positive test will ensure rapid action to protect their classmates and staff in their setting.

#### What will happen if someone gets sick?

If someone is taken ill at school, they will be immediately isolated and the room they were in will be closed and cleaned. We will phone all parents in this pod to inform them and advised to follow the government guidelines regarding isolation and inform anyone who should do this.

If staff are sick or isolating, we will try to cover them within their existing pod to reduce the spread of any infection.

#### What happens if there is a confirmed case of Coronavirus?

Anyone who develops symptoms compatible with coronavirus will be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff and children in the school will be offered a test if they display symptoms. Where the child or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.

Where the child, young person or staff member tests positive, the rest of their pod within their childcare or education setting will be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise schools on the most appropriate action to take. In some cases, a larger number of other children, young people may be asked to self-isolate at home as a precautionary

measure – perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.

### **What will happen for the children at home?**

#### **Home Learning**

We have decided that the most flexible approach which is fairest to everyone and can remain as consistent as possible against ever changing circumstances is that we provide one style of all learning for children.

The feedback on our Home Learning activity planning has been excellent overall, so we will continue with a very similar model for all of next half term. This means that the teachers can continue to plan in the same way and all the children will be able to access it, whether they are at school or at home. As the situation is continuously changing, this will minimise impact if the school has to close again at short notice.

We will do our best to provide as much Home Learning and contact with families as we possibly can. The level to which this is possible will be impacted on the number of children at school vs the number at home and we are being asked to focus on the children in school. However, the consistency of our approach should mean that children at home are not disadvantaged.

### **Further information**

#### **Where can I find out more information?**

Our plan is based on the following government guidance:

<https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings>

Alternatively, please contact your class teacher on the class email

### **Action Required**

#### **What do I do if I change my mind or circumstances change?**

We want to encourage all children to come back to school and to make this as easy as possible, but we also need to make sure it is safe. If you decide you would like to send your child to school, but have not registered their return for 1<sup>st</sup> June 2020, please contact us first. The governing board agreed that further requests would be reviewed. As far as possible we will welcome children back to school, but this will be dependent on current numbers of children in each pod, staffing levels and the availability of rooms.

Thank you for staying with me all the way to the end of the letter and for your continued support and engagement. You are all amazing.

Miss Spreadbury