



TODDINGTON ST. GEORGE CHURCH OF ENGLAND SCHOOL

Re-opening on September 7th

Information sheet amended to include any additional guidance –see green sections

This information was originally sent to Parents/Carers in July. It is a helpful reminder about arrangements in place for starting school. It has been updated to include new guidance since the original letter was sent. This new guidance is highlighted in green and is current to date.

Please reassure your child that we are really looking forward to seeing them. We really want them to have a super time back in school with their friends.

To help them feel happy and stay safe, and to enable them to learn, we have a few things that are a bit different and it will be explained so no one need worry

- If children forget things that is OK; we can help if they do
- Some friends who have been in bubbles have already got used to the bubbles so they can help you and your child- so do chat to them as you wish
- Children will have their new teacher and the class teaching support staff to help them as usual
- And, of course they will have their friends, and lots to do!

For children: to help you stay safe and well we have

- Changed the 'usual' school times a bit and how we come in and out of school a bit
- Made the groups you learn in a bit smaller so we don't all get too close to each other
- Some areas just for you and your friends in your year groups you can play in at playtime
- Arranged that we have packed lunches at the moment not hot dinners
- Planned lots more time learning outside!

Dates

September 3 and 4 2020: Training Days school closed apart from

- **New** Nursery children (Thursday/Friday pm). Times have been sent to these families
- **'New to our school' Reception** children who have **not** attended Ducklings (Friday pm).

September 7 2020

- Nursery children-groups arrive from Monday 7th to Wednesday 9th
- Reception children-at invited times -Monday 7th-please check letter sent in July
- Year 1-4 return –see timings for the school day below.

Current new guidance for Parents and Carers

Face masks

- Children under 11 do not need to wear a face mask in school.
- Staff do not need to wear a face mask in school but will wear PPE as necessary for intimate care and should there be a need to isolate anyone who may have symptoms of Covid -19 until they are collected from school.
- Staff should not be within 2m of Parents at the gates ideally, but if a conversation is needed and closer proximity is required, **please do not be offended if a staff member elects to wear a mask** to hold that discussion with you. We need to be protecting staff too so they can stay well and be in school teaching the children!

School Transport

- Children are **encouraged to walk or cycle to school wherever possible**, or to travel **in their own family's car**.
- Parents whose children are entitled to receive **transport assistance from the Local Authority** can claim a parental mileage reimbursement for driving their children to and from school - further information can be found [here](#) on their website.
- **School transport** will still be provided in the usual way for those pupils who cannot make their own way to school. The LA expects that school transport will operate with the usual vehicles and will follow the normal routes and timetables. We have contacted the LA to inform that school times are slightly different and that we have staggered start and finish times.
- **The current government guidance is that social distancing requirements will not apply to dedicated school transport**, however, it is recommended that as far as possible pupils sit in the same groups each day during the journey to and from school. The LA therefore advise that pupils fill vehicles to the rear as they board and that they then alight the vehicle in reverse order. There is no requirement for pupils to travel in the bubbles or groups that they are assigned to within school but for the transport we use we think this may well be possible and will help children accordingly at the end of the day.
- The LA are recommending that **pupils over the age of 11 should wear a face covering** throughout the journey to and from school, **unless they are exempt from doing so**. However, the guidance is very clear that **LA drivers are not expected to enforce the wearing of face coverings** or the implementation of any seating plans that may be agreed.
- Drivers and passenger assistants are expected to wash their hands at regular intervals and to use hand sanitiser, particularly after helping a passenger to board or alight, or after touching a pupil's belongings.
- **Hand sanitiser should be available on all vehicles**.
- During the journey, windows and any roof lights should be kept open wherever possible to allow suitable ventilation. Vehicles and frequently touched surfaces will be cleaned at regular intervals throughout the day and enhanced cleaning will be implemented overnight.
- Drivers and passenger assistants should not work if they or anyone in their household is displaying COVID-19 symptoms. Similarly, pupils should not travel if they or anyone in their household is displaying COVID-19 symptoms.
- The LA intend to continue to offer any spare or concessionary seats for sale in appropriate cases, although any such seats will not be available until the 21st September.
- **The LA have prepared a draft letter explaining these measures for parents and carers**. This information is also on the **Council's website**.
- The LA hopes this above information clarifies our expectations for how school transport will operate when school resumes next month but please get in touch **with the School Transport Team** if there is anything you would like to ask.

Track and Trace

- As you will be aware if you have been out and about for a 'Rishi Eat out to Help out meal now' you need to leave details for track and trace purposes.
- In school we are required to keep a record of who has been in contact with whom on the school site so we can provide track /trace as necessary. We keep records of visitors to school anyway and know who children will have been in contact in with, but you may be required to give track and trace information as necessary if a member of the school community becomes unwell with Covid-19 symptoms and you have had contact with them.

Testing kits

- All school will be provided with **SOME** home testing kits and wherever possible if there is a need to provide these we will. If not we will ensure you have full details of what to do and where to go if your child, or you, need a test.
- If your child is poorly collection would normally be by their main carer, but, as always, if any symptoms for a child or an adult need immediate attention we would contact paramedics as well as necessary.

- Currently you can access testing guidance on the NHS and Public Health England websites as well.

Liaising re local lockdowns and shutting bubbles

- Schools have been advised about how to ensure they have up to date information about any local spikes in Covid-19 numbers and also how we liaise about any requirement to close a bubble or the school. Obviously we really hope this won't be necessary but we know the process required.
- New flow diagrams to advise you of the track and trace and testing processes will be available for you at the start of term

Attendance: Please read the new guidance in the appendix at the end of this information sheet regarding the current government expectations about school attendance.

School times: School times will still have to be staggered and **based around 8.30/ 9.00am – 3.00 /3.15pm** (see below).

Coming on site: Sadly Parents /Carers are still **not** allowed on site other than on an individual family basis at the Nursery drop off point (the main door to Ducklings)

Drop off and pick up: 'One Parent drop off scheme' remains. There will be staggered entry and exit times (a bit like at the supermarket!).

Drop off and pick up

- You will need to **wait by a rainbow marker outside one of the 4 gates with your child**
- If the rainbow spaces are full alongside the school railings, you will need to be 1m plus apart around the site until you can join a space by a rainbow marker (or wait in your car for a space if you have come by car)
- You move from rainbow to rainbow until you get to the gate. Staff welcome you at the gate.
- You have to drop off at the gate and then go. Please prepare your child and please make sure you reassure them you will be back to collect them later.
- Staff will make sure your child gets safely from the gate to the classroom.
- Sadly, you cannot come on site to see children into their rooms.
- If you have an important message to pass on or explain at the gate please drop your child off and then wait at the back of the queue so all the other children can be admitted quickly, or call school and leave a message. Thanks.

Dropping off times: This may take a while at the beginning!

	Drop off	Location	Collection	Location
Nursery a.m. and all day children	9.00	Nursery gate	12.00	Nursery gate
	9.00	Nursery gate	3.15	Nursery gate
Nursery p.m.	12.15	Nursery gate	3.15	Nursery gate
R Kingfishers	8.30	Front playground gate	3.00	Front playground gate
R Swans	8.30	Front walkway to office gate	3.00	Front walkway from office
1 Penguins	9.00	Front playground gate	3.15	Front playground gate
1 Puffins	9.00	Front walkway to office gate	3.15	Front walkway from office
2 Hummingbirds	9.00	Back gate	3.15	Back gate
2 Toucans	9.00	Back gate	3.15	Back gate
3 Robins	8.30	Back gate	3.00	Back gate
3 Wrens	8.30	Back gate	3.00	Back gate
4 Condors	8.30	Nursery gate	3.00	Nursery gate
4 Kestrels	8.30	Nursery gate	3.00	Nursery gate

- Nursery drop off Please drop off your eldest child and then come to the Nursery gate as the entrance is slightly different for you as it is a one-way drop off system from the gate to the front door that will be supervised by staff.

- UFSM in Years R 1 and 2 will be provided (but children can bring a packed lunch of their own if they prefer to). FSM packed lunches will be provided by Chartwells.
- [Those paying for lunches can order a packed lunch via Chartwells in the usual way on their website](#)
- Lunch will be eaten as a 'bubble' only with teachers/MMS for that bubble in designated outside areas weather permitting, or in classrooms or the hall as necessary.

Snacks: Children need a fruit or veg snack in a labelled box up to twice a day. **Two snacks a day are recommended.**

Children need to be prepared before they come back:

Children will need to

- Tie long hair up
- Wear uniform and sensible shoes
- Bring a sunhat/cap and have had sun cream put on if hot
- Bring a coat if damp/cloudy weather
- Take their bag home daily and any PE kit on any day it is in school
- Bring a water bottle of their own-labelled clearly please-these must not get mixed up
- Be ready to hand wash regularly –every time they come in and out of class (and sing a handwashing song/recite a handwashing rhyme)
- Know about coughing into their elbow and catching coughs or sneezes in tissues that go straight into special lidded bins in classes
- Learn to flush the toilet with the seat down if there is a seat (if in Years R and 1,2,3,4)
They no longer need to take their uniform off when they get home for it to be washed each evening (but we would recommend it). Regular washing is required.

In Years 1-4 we will provide a clear plastic pencil case for their resources that will be given to them and these will go in their own tray.

Well-being: To help your child come back happily and help reduce any apprehension or anxiety you, or they may have we have 'chat and chill zone' spaces, staff supporting at drop off/pick up points, a range of resources to support families in preparing their children and well-being activities for when they return. [We are also sending some extra guidance to Parents on Wednesday Sept 2nd.](#)

The main PE hall, upstairs and in corridors:

- Only a maximum of one teaching bubble will move at any time to reduce the risk of infection.
- Children will be taught about the '3 second rule' to socially distance and have marked spaces in class rooms to sit at/set chairs to sit on.

Collective Worship, singing as a whole school, praying all together: [Each bubble will have a time with Mrs Spencer weekly, and bubble based Collective worship time on other days.](#)

School clubs and sports clubs, Inspiring Music lessons/La Jolie Ronde French/Spanish lessons: We are aiming to have a room available for music and language lessons on site based by year group bubble from September. [Some outside and non-contact sport clubs are possible and details will follow at the start of term.](#)

Finally,

- If you have further questions, please email the office and we will then get back to you before the start of the term.
- We can't wait to have everyone back in school in September and to see your children and you again.
- Together we can do all we can to minimise risk for your child so they have a happy and healthy time learning as they come back to school. See you soon!

Appendix

The more serious side of this for Parents and Carers.

The rationale for what we are doing.

School will be back and as normal as possible for the children. However, any changes we have made have been very carefully considered as we feel strongly that we know this virus has not 'disappeared' and still needs to be taken very seriously to protect your children. We believe the measures we have taken are necessary to minimise risk for all in the school community as a lot of children and families return to the school site.

- These changes will be in place **to at least October half term** as the whole school returns.
- To reduce risk across the school we will teach in a number of rooms in given areas or zones in school. All of these have cleaning materials and handwashing areas specific to those zones.
- Other than Mrs Spencer, Mrs Voyce or the cleaner of the zone, it will only be children and staff in the 2 classes in that year group who will have access to that bubble/zone. During the teaching day staff and children enter and exit by external doors together.
- We can organise teaching in groups smaller than 30 in a class whenever we can if we use a range of rooms in zones. We have checked rooms and spaces and we cannot do this in Year 4 upstairs classrooms where children are older (therefore bigger) as there is insufficient space, hence the temporary move to the much larger chalet rooms for Year 4 to keep them well.
- We know some other schools have decided to teach in groups of 30 straight away, but we feel this would bring too many children into proximity of under 1m in inside the school too quickly, too often and for too long, before we have had a chance to see the possible impact of all the children being back in school together.
- There will be 6 bubbles zones (N, R 1,2,3,4). Each zone will be the size of a Year group in total, but children will be taught in Early years in small groups and in Years 1,2,3 and 4 in rooms arranged to seat one child at a table still, with small groups for play or construction/creative work in break out rooms and open air areas such as the canopies, Ellie's garden, the courtyard or the garden areas where risk is reduced (weather permitting).
- We believe the plans will minimise risk, enabling us to shut just one zone if necessary rather than the whole school if there is a positive case in a zone, and, in this way we will have a good period to half term in which to judge that we have made it as safe as possible having up to 340 children back on our site.

Important medical and testing details

Medical points

- Children with clinically extreme conditions still **do not** come to school. **Although shielding has been paused your child's health care specialist may advise against school attendance, please contact Mrs Spencer as necessary.** Adults with clinically extremely vulnerable needs, or clinically vulnerable needs will need to observe the guidance they have been given. If a child lives with an extremely clinically vulnerable adult, **they must understand or be helped to understand all social distancing measures.**

Prevention and response

If a child becomes unwell and shows signs of Covid -19 they will be isolated in a medical room. There will be a trained member of staff, wearing PPE equipment and a mask with them.

- When you collect your child they will need to be tested and **you may (dependent on how many are issued to schools)** be provided with a home testing kit by the school. Children and staff will have access to free tests if a kit cannot be provided.
- **If a test is positive** **current advice** states, the household will need to self-isolate for 14 days and the teaching bubble will be shut and asked to self-isolate for 14 days if there are 2 possible cases within 2 weeks. You will have to observe all track and trace advice
- If at any point **currently it will be** Public Health England advises the school to shut a bubble or the whole school advice will be given to all the necessary people at that time.
- **If you or any one you are in contact with has Covid -19 symptoms you need to inform the school immediately.**

Attendance expectations taken from the following Government guidance

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#attendance>

- *In March when the coronavirus (COVID-19) outbreak was increasing, we made you aware that no parent would be penalised or sanctioned for their child's non-attendance at school*
- **Currently** *circumstances have changed and it is deemed vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development.*
- *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*
- *Where children are not able to attend school as parents are following clinical and/or public health advice, absence will **not** be penalised.*