

Proposed plan and information for opening to a wider range of pupils (Reception, Year 1 and Year 6)

We hope you are all well.

Firstly, we would like to thank you again for your support at this challenging time: you have been amazing, particularly with supporting home learning. Following on from our email last week, we are now able to outline our proposals for the opening of school to a wider range of pupils. Please bear in mind these proposals have yet to be confirmed. However, we felt it was important that you were given some idea of our plans to help you make a more informed decision about whether you send your child back to school. After reading this information, we would be grateful if you could complete a very short survey which will be sent via ParentMail. We will let you know further details as soon as these plans have been finalised and a return to school date has been confirmed.

Phased Return

If we are requested to welcome back additional children to our school from the week commencing 1st June, managing pupil and staff wellbeing and mental health is paramount. We have prepared for this following the safety guidance published by the Department for Education and our Local Authority. With implementing protective measures and so many changes to routines, we feel that it would be in the best interests of the children, staff and our community to re-open to more pupils in a gradual way with Year 6 children returning first, followed by Year 1 children and finally children in Reception. This approach will be phased in over a number of days and could be implemented from Monday 1st June.

We are also considering reducing the school week to 4.5 days (Friday will be a half day - morning only). See section 'Remote education during wider opening' below.

Cleaning and hygiene

In conjunction with regular daily cleaning through our contracted cleaning service provider Ecocleen, staff will be regularly cleaning high contact points throughout the day. These will include all frequently touched surfaces, equipment, door handles and toilets.

All children and adults will regularly wash their hands with soap and water.

Doors will be propped open where it is safe to do so to limit use of handles and to aid ventilation.

Soap and hot water is available in all classroom areas and toilet areas.

All children will be encouraged to use tissues or their elbow if they cough or sneeze. We have a good supply of tissues and each classroom has a lidded bin for their disposal.

Any unnecessary items from classrooms have been removed. We have also reduced some of the play resources and small world items from both the Reception and Year 1 classes.

Any items or play equipment that remain in classrooms or in outside spaces will be cleaned regularly throughout the day.

Organisation

Outlined in the Government's recent '[Planning Guide for Primary Schools](#)' publication, they have acknowledged that, 'unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years and schools, we are taking this into account.'

Following this guidance, we will ensure these measures are implemented:

- avoiding contact with anyone with symptoms
- frequent hand washing and good respiratory hygiene practices
- regular cleaning of settings
- minimising contact and mixing

Each returning Year group will have a maximum of 15 children per class, supported by their teacher and another staff member who will help to monitor regular hand washing, social distancing behaviours and regular cleaning of high contact points. This will mean that any children returning will be in the same class as their year group.

Red Room	Yellow Room	Green Room	Blue Room
Reception	Year 1	Children of Key workers and vulnerable children who are not in the selected year groups	Year 6

To reduce contact between children and staff further, these groups will not mix and they will be kept separate from the other groups throughout the day. Break times and lunchtimes will be staggered as will drop off and pick up times. As we have such low numbers of children of Key workers who are not in the selected year groups, they will be able to have break time and lunchtime with the Year 6 group to support their well-being. If numbers of key worker children increase, we may have to review this.

In classrooms where desks are used, we have spaced them out as far apart as possible. Children will be allocated their own table/work space and chair.



We will limit the number of children using the toilet facilities to one at a time and Red Class and Yellow class will have an allocated cubicle to use in the KS1 toilet.

Signage will also be visible around the school to prompt children to remember the new routines and rules.

Movement around the school

To reduce contact between different groups of children, and between adults, we have planned one way systems. While we will endeavour to keep groups apart, the Government's advice is that, 'brief, transitory contact, such as passing in a corridor, is low risk.'

Attendance

We will resume taking attendance registers but the Government have stated that: 'Parents and carers of eligible year groups, and critical workers/parents and carers of vulnerable children, are strongly encouraged to bring in their children, but they will not face fines or other sanctions if they don't.' They have also said that schools will not be held to account for their attendance figures during this time.

Catering

We are still working out our arrangements for lunches with our service providers. As mentioned above, we have arranged for three separate lunch sittings in the hall. Any children in Reception or Year 1 should have the option of a free meal under the universal infant free school meals policy and these should also be free of charge for pupils that qualify for benefits-related free school meals. However, it does seem highly likely that we may only be able to offer packed lunches initially.

Items to and from home

To reduce the risk of transmission, it will not be possible to allow any resources to be taken home e.g. reading books.

Any items brought into school will be cleaned on arrival e.g. lunch boxes. Year 6 children can bring a pencil case into school to ensure they use their own writing equipment but it will need to remain in school on their desk.

Pupils will also be required to return to school with their PE kits as physical education lessons can take place although they will be strictly non-contact. Any PE lessons will be delivered by the class teacher and not CSF, our usual providers, at this time.

Drop off and pick up routines

To reduce the number of people on site at any one time we have made changes to drop off and pick up times.

	Drop Off	Pick Up	FRIDAY Pick Up (Y6, Y1 and YR only)
Year 6 Children of Key workers	9:00am	3:15pm	12:15pm
Year 1	8:45am	3:00pm	12:00pm
Reception	8:30am	2:45pm	11:45am

In the interest of controlling the risk of infection, we request that:

- only one parent undertakes this role (if possible)
- you are prompt
- you maintain a social distance of 2 metres from other parents and children whilst on the school site
- you adhere to our one way system



Please note that any clinically vulnerable groups are discouraged from picking up or dropping off school children.

Visitors

We will be limiting any external visitors entering the school building during school hours.

This will mean, until further notice, parents will only be allowed to enter the school building by appointment. This includes the office entrance area. We appreciate that this may be problematic, but please continue to communicate with the office in the normal way – via email or telephone. You can also contact your child's class teacher using the home learning email address.

Remote education during wider opening

We have been able to successfully offer remote home learning over the recent weeks to all year groups. However, when Miss Chittock and Mrs Scorey commence teaching at school it will be more difficult to maintain the same level of provision for those pupils in Year 2 and in Year 5, as well as those who are eligible to attend but do not. Due to this, we may reduce the school week to 4.5 days (Friday will be a half day - morning only) for children in Reception, Year 1 and Year 6 to enable our teaching staff to have the capacity to provide learning activities for the children who are at home. This time will also enable support staff to clean resources and equipment in preparation for the following week.

This proposal of a reduction in the school week does not affect children of keyworkers who will continue to be supervised for the remainder of Friday if required.

If you feel it would impact your working day and you would be unable to collect your child at lunchtime on a Friday, then please let us know on the survey or email the school office.

Clubs, Before School Care and After School Care

We will not be able to offer our usual 'wrap-around' provision or any extra-curricular clubs as children have to be kept within their groups. This will also enable our Cleaner to have open access to all rooms and adequate time to clean thoroughly at the end of each school day.

First Aid

Personal Protective Equipment (PPE) has been obtained for staff members to wear should a child require first aid treatment or if a child becomes unwell with COVID 19 symptoms.

Staffing

Despite having two staff members who are shielding on NHS advice due to an underlying health condition, we have enough staff available to support these arrangements.

Kind regards

Thurton C of E School Staff