



# Warden Hill

## PRIMARY SCHOOL

July 2020

Dear Parents,

### Road Map to Return in September

On 2<sup>nd</sup> July the Department for Education (DfE) released guidance to schools regarding the return to school for all pupils from September 2020: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools> We agree that returning to school is vital for children's education and for their wellbeing.

Please be assured that the Senior Leadership Team and Governors have thoroughly considered the latest guidance from the DfE and we feel the plan we are putting forward best balances the very many benefits of children returning to school with the need to protect the health and safety of children, their families and our staff.

The government states that the risk to children themselves of becoming severely ill from coronavirus (COVID-19) is very low and that there are negative health impacts of being out of school. The government also recognises that school closure has had an impact upon parents' ability to work and that in order for the economy to begin to recover, we need to remove this barrier so parents and carers can return to work.

Whilst the governments' aim is to have all pupils back at school in the autumn, it recognises that every school will also need to plan for the possibility of a local lockdown and how they will ensure continuity of education. This is something that we have continued to review and develop during lockdown and now, as we plan for September and the next academic year.

### Protective measures

The Government continues to recognise that primary children, particularly younger children will not be able to maintain social distancing, and it is therefore acceptable for them not to distance within their group. Rather than relying on social distancing, the aim from September is therefore to limit the points at which the infection could be spread by implementing an expansion of the "protective bubble" approach already used.

Public Health England (PHE) advice therefore highlights that schools should build upon the hierarchy of protective measures that have been in use throughout the coronavirus (COVID-19) outbreak.

We will therefore continue to employ the following hierarchy of essential measures:

1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.
2. Ensure children and adults in school wash their hands thoroughly more often than usual
3. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
4. Maintain enhanced cleaning programmes, including cleaning frequently touched surfaces often, using standard products such as detergents and antibacterial spray.
5. Minimise contact between individuals and maintain social distancing wherever possible

In order to realise these protective measures we are putting into place several additional changes in school to help us operate as safely as possible:

- The government have asked schools to create 'bubbles' or groups of children to limit the risk of transmission of the virus. From September we will be operating a **flexible bubble system**. This means that the children will be in class bubbles for the majority of time but also part of a larger (R/Y1/Y2, Y3/Y4, Y5/Y6) this will allow more flexibility with managing the logistics of the school day.

- All children will be required to remain in their 'phase bubble' throughout the day and will be unable to interact with other 'phase bubbles' at any time; including break times and lunchtimes.
- Arranging classrooms with forward facing desks as much as possible.
- Staff maintain distance where possible from pupils and other staff as much as possible.
- Parents will not be able to enter the school building unless they have made an appointment.
- We will not have any 'whole school' events such as assemblies.
- Break times and lunch time will be staggered so pupils do not mix with pupils outside their 'phase bubble'.
- We will maintain our mid-day clean of all toilets including wiping down of all touch points in these areas.
- The teaching team will maintain the class table wipe down through the day, too.
- In addition to the daily cleaning we are deep cleaning weekly with a fogging machine purchased by the PTA.
- We will be maintaining the robust Medical Policy
- If a child starts to display any slight symptom of Covid-19, you will be contacted immediately. We have an isolation room set up, where we will take the child to keep them safe, secure and well looked after. In lines with our risk assessment and Government directive, this will be the only time a member of staff will use PPE when dealing with an unwell child. Please remember that your child will need to isolate for 7 days and your family for 14 days. Please refer to the updated guidance from PHE on the website.

## Risk Assessment

The school's COVID-19 Risk Assessment will be updated and posted on the school website.

## School Dinners

Caterlink will be providing packed lunches for the first half of the Autumn term (no hot lunches will be available) or you can provide your own packed lunch.

## Arrangements for the start and end of the school day

In order to minimise the number of adults entering the site please make sure that it is **one adult** dropping off and collecting and that you continue to **social distance on site**. Please leave site immediately after doing dropping off or collecting. The times stated below are fixed to ensure that our children have their entitled school hours as well as manage the numbers of adults on site at any one time. If you have children with different collection times you will need to collect each child at their allotted time, maintaining social distancing.

### Morning Drop off

Both KS1 and KS2 children can be dropped off directly into their classrooms from **8:40am – 8:55am**. This 'window' approach will support the increased numbers of children back on site. All children and parents to continue to access site through the main school gate. We will update the videos of how to access site and send you a link at the end of August.

### KS1 children

KS1 parents to continue with the one way system in operation – however, all drop offs will be back to the normal KS1 doors in the morning.

### KS2 children

It is very important that you do not arrive before 8:40am as we can't supervise social distancing at this time.

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KS2 Parents will drop off on the front playground and children to walk round straight into their classrooms. There will be a member of staff on duty in the morning at the KS2 gate.

### Afternoon pick up KS1

Please maintain one-way system onto the infant playground. We ask you to manage the social distancing when you are on site. Please wait (at a distance) opposite the classroom doors. Children will exit their classrooms as normal at the given times below and then we ask you to leave site immediately.

Year Group	Time
Reception	3:00pm (we have shortened lunch time to accommodate for this earlier pick up time. This will not impact on the amount of time they have within the school day to interact on a social basis)
Year 1	3:15pm
Year 2	3:15pm

### Afternoon pick up KS2

KS2 parents will be able to collect their children from the front playground.

Year Group	Time
Year 3	3:00pm (we have shortened lunch time to allow for this earlier pick up time)
Year 4	3:00pm (we have shortened lunch time to allow for this earlier pick up time)
Year 5	3:15pm
Year 6	3:15pm

Children will be brought out by their teacher on the front playground. Those children who walk home by themselves (Y5 and Y6) children will be to leave school site first and then the staff will be able to dismiss children to waiting parents.

## September

Please can I ask you to familiarise yourself with the school rules and expectations to ensure all children get off to the best start they deserve in September.

### Attendance and Punctuality

Attendance is key. This includes punctuality within the times given above.

As per the government's guidance the usual rules on school attendance will apply from September, 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

Please refer to our website to remind yourself our rules on attendance and punctuality.

<https://wardenhill.gloucs.sch.uk/attendance-reporting-absences/>

May I stress how important the punctual drop off and pick up are to aid our protective measures on site.

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## School Uniform

- School uniform will resume in September including:
  - Shoulder length hair tied back with black or blue hairbands, no extreme haircuts or hair dye
  - All nail varnish to be removed

Full information available on our website: <https://wardenhill.gloucs.sch.uk/school-uniform/>

We are very much looking forward to having all our children back in September. I hope, despite the amount of information given, you have a clear idea as to how we are opening safely to welcome all our children back in September.

Please do send any further questions to [admin@wardenhill.gloucs.sch.uk](mailto:admin@wardenhill.gloucs.sch.uk) and we will be happy to help. Please also look at the updated FAQs on the school website: <https://wardenhill.gloucs.sch.uk/return-to-school/>

Kind regards,

Georgina Flooks

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