

St. Leonard's RC Primary School September 2020

How will we welcome back all pupils in September?

Bubbles

- School will be divided into a number of 'bubbles' following government and LA guidance.
- The bubble structure will help to reduce the number of people that children and staff have contact with each day.
- All children will be taught by their own class teacher.

Equipment & Social Distancing within the classroom

- In each bubble classroom children will have an assigned seat and table.
- All tables will be facing forward and children sit side by side where possible.
- Children will have access to their own set of equipment on their desk, not to be shared.
- Any shared resources will be kept to a minimum, washed or wiped at the end of each day or after use.
- There will be no 2 metre social distancing between children within each classroom, however where possible children will be encouraged to keep their distance from each other.
- Teachers will remain at a 2 metre distance from colleagues and children as much as possible.
- Children will remain within their bubbles for lessons, breaks, lunch and physical activity.
- Daily collective worship will be in class bubbles and there will be no whole school Liturgies, Mass or assemblies.
- In classrooms there will be visual reminders for staff and children about the importance of hygiene and maintaining social distancing as much as possible.

Uniform

- Children are expected to wear full school uniform (see school website for list and all are available from our supplier 'The School Outfit').
- All children are expected to come into school wearing their PE kit on their designated PE day (T-shirt, shorts, trainers and/or indoor gym shoes as well as outdoor jogging pants and either school jumper or hoodie)

Behaviour Expectations

- All children will be expected to follow the school behaviour policy including amendments with regard to COVID-19.

Attendance

- All children are expected to attend full-time.
- Some children who remain under the care of health care professionals may need to discuss their care with their health care professional before returning to school.
- Usual attendance policies and procedures will be resumed.

First Aid

- Each class bubble will have basic first aid equipment.
- First aiders will be available throughout the day as needed.
- If children feel unwell, they must let their teacher know.
- A separate room is designated and equipped for the event of a member of the school falling ill.
- Children falling ill during the school day must be collected by an adult immediately.

<p><u>Drop off and Pick up</u> (See video on school website and twitter page for demonstration)</p> <ul style="list-style-type: none"> • Only one adult is to accompany children to and from school. • All children must be dropped off and collected by an adult, this is to reduce the potential of 'gatherings' at the school entrances. • NO children will be allowed to leave the premises without adult supervision. • Reception and KS1 Enter via the walk way, through the gate and along the side of the school. Please keep social distanced from other parents and children. There are markers on the ground to guide you. • Exit via the churchyard. • KS2 Enter and Exit via the driveway, this is a one way system, in and out. Please keep socially distanced from other parents and children. There are markers on the ground to guide you. • No cars will be allowed on site except staff and deliveries. • Parents must not gather together at the gate, please keep socially distanced at all times. 	<p>Parents must keep to their designated drop off and pick up times to avoid any unnecessary gatherings.</p> <p><u>Acorn</u> Drop off 9.00am Pick up 3.00pm</p> <p><u>Maple</u> Drop off 8.45-8.55am Pick up 3.10pm</p> <p><u>Pine</u> Drop off 8.45-8.55am Pick up 3.10pm</p> <p><u>Ash & Poplar</u> Drop off 8.45-8.55am Pick up 3.10pm</p> <p><u>Willow & Oak</u> Drop off 8.45-8.55am Pick up 3.15pm</p> <p><i>If you have siblings in both KS1&KS2, please use the KS1 entrance and exit.</i></p>
 	<p><u>Movement around school</u></p> <ul style="list-style-type: none"> • Minimal movement around the school. Children will be expected to remain within their bubble zones as directed by the bubble teacher. • Timetabled breaks and lunchtimes where children will have time outside with their class bubbles. • When outside children will mix only with children from their 'bubbles'. • Children will wash their hands prior to going outside and on entry back into the classroom. • Children will be reminded of social distancing whilst outdoors too.
<p><u>Lunches</u></p> <p>In order to reduce the risk of Covid-19 the governors have agreed to continue with the current policy of no food to be brought into school by children. This will be reviewed at Autumn half term.</p> <ul style="list-style-type: none"> • All children will receive a healthy, balanced school meal. The cost of a 	<p><u>Cleaning and hygiene</u></p> <ul style="list-style-type: none"> • On entry/exit of school children must sanitise their hands. • Frequent handwashing will be encouraged throughout the day. • Tables will be cleaned regularly throughout the day.

<p>school meal is £2.30 which can be paid for via ParentPay.</p> <ul style="list-style-type: none"> • Free school meals and Universal Infant free school meals (Reception, Y1 & Y2) will continue. • If your child has allergies or requires a special diet please let the office know as soon as possible. • For the first 3 weeks children will receive a hot packed lunch in their classrooms. For the following weeks a brand new menu will be launched. (more details to follow) 	<ul style="list-style-type: none"> • Toilets and regularly touched surfaces such as doors will be cleaned throughout the day. • Classroom doors and windows will be kept open to aid ventilation as much as possible. • In classroom bubbles a cleaning tray is available, which includes hand sanitiser and tissues. • Children will be given a designated toilet cubicle and washbasin to use.
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Communication

- Parents will not be allowed to enter the school building. All meetings will be conducted via telephone.
- If you need to relay a message to the office or a teacher, please telephone the school office 0191 5210300 or email office@stleonardsprimary.org.uk
- Check emails, website and Twitter regularly for any updates.
- Class teachers will return calls/emails as soon as possible. Please use the home school communication books for any immediate messages.

FAQ's

What if my child is displaying symptoms?

- If a child becomes unwell at school they will be directed to Elm room (isolation) and cared for until a parent is able to collect from school.
- If a child is unwell at home, **do not** send them into school. It is parent's responsibility to seek a test within **3-5 days** of symptoms appearing.
- Parents **must** let the school know if a test has been taken and the results of that test.
- Follow government guidelines

What if a bubble teacher is displaying symptoms?

- The teacher will be sent home and requested to organise a coronavirus test. Cover will be sought for the bubble if possible. Parents will be informed as appropriate and next steps discussed with them.

What if there is an outbreak in the school?

- If there appears to be an outbreak of the virus within the school, the authorities will be informed, advice taken and appropriate steps will be taken. Please note this may include the collapse of a bubble or in more serious cases the whole school.

Will there be any class liturgies or celebration assemblies?

We are unable to organise large gatherings within school. Collective worship and celebrations will continue in class bubbles only.

Can my child bring their own water bottle?

No, Every child will be given a brand new water bottle which is kept in school.

Can my child bring a bag to school?

Children will be able to bring in their school book bag. This is to carry their reading book and reading record. Children do not need to bring anything else into school with them.

When will my child change their reading books?

Children will return and choose a reading book on a Monday, Wednesday and Friday. Books returned to school will be put into a quarantine box until they are returned onto the shelves after a certain period of time.

What will happen at playtimes?

Children will have playtimes and lunchtimes outside with their class bubble. Designated areas have been identified for children to play in and playground equipment is cleaned regularly.

If it is wet, children will remain in their classroom bubbles.

What if I have children in more than one bubble, what time do I drop off and pick up?

If you have children in KS1 and KS2, please use the KS1 timings and the KS1 entrance and exits. KS 2 children will make their way through the school building to the KS1 exit and stand with their siblings.

What if my child is dropped off/collected by a child minder with other children?

All children will gather at the KS1 entrance/exit and must wait to be dismissed by a teacher.

What if someone else is collecting my child?

As usual contact the school office to let them know who will be collecting your child. If they are not on the designated list we will ask for the 'secret' password.

What happens if a child does not follow the rules for social distancing?

We will follow the school behaviour policy, an amendment has been added to take into account the current situation.

What if my child does not come back to school?

It is expected that ALL children return to school in September. However if your child is unable to return due to self-isolation or a positive coronavirus test within the household, work shall be made available via email initially.

What if a class bubble or the whole school needs to close?

If a class bubble collapses or the whole school is closed online activities will be available for each class. There will be the expectation that all children engage with the home learning (this will not be optional). If any child has difficulty in accessing the home-learning please contact the school and we will do our best to help.

Does my child need to bring their PE kit in a bag to leave in school?

No, this year children will be expected to wear their PE kit to school on their designated PE day. This reduces the risk of lost items of clothing or clothing getting mixed up. It also reduces the amount of time changing so more learning can take place. ***Please make sure that they wear shorts and T-shirt underneath their jogging pants and hoodie or school jumper. Trainers or PE gym shoes are acceptable.***

NHS Test and Trace

Staff and parents/carers will need to be ready and willing to:

- [book a test](#) if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit
- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test & Trace
- [self-isolate](#) if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing.

The government will ensure that it is as easy as possible to get a test through a wide range of routes that are locally accessible, fast and convenient. By the autumn term, the Academy will have a small number of home testing kits to give directly to parents/carers collecting a child who has developed symptoms at school, or staff who have developed symptoms at school, where they think providing one will significantly increase the likelihood of them getting tested. Advice will be provided alongside these kits.

Parents and staff to inform the Academy immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- if someone tests positive, they should follow the '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)' and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.