

20.7.20

Dear Parents

### Full reopening of schools in the autumn term

As you know, the government recently released its guidance on the full opening of schools from the start of the autumn term. We welcomed the news that all children will return to school and are looking forward to having everybody back and returning to some normality. We are busy working through the guidance and will continue to do so over the summer break to ensure the school is ready for a safe return. We have outlined our plans below so that you are aware of any new arrangements and can make plans for any changes that will be in place.

Schools will continue to look and feel slightly different, but we will do our best to ensure that we can return to as near normal as possible. We hope the information below helps to provide a picture of what Grange Park will be like in September. The children (Y1-Y6) will return full time on **Monday 7 September**. Please note Thursday 3 September and Friday 4 September are inset days.

### Beginning and end of the day arrangements

- To support social distancing and easing congestion on our site, we are adjusting our beginning and end of the day arrangements:

	Year 2 & Year 4	Year 1, Year 3 & Year 6	Reception & Year 5
Start time	8:30am	8:45am	9:00am
Finish time	2:45pm	3:00pm	3:15pm

- For Nursery, the start and finish times will stay the same: 8:30am-11:30am (morning session); 12:30pm-3:30pm (afternoon session); 8:30am-3:30pm (all day session).
- All children should arrive promptly to class at the allocated start time above, as registers will be completed shortly afterwards.
- Please ensure that your child arrives **on time**. If your child arrives after the allocated start time above, the class teacher will mark them late on the register.
- If you have more than one child in the school and their start and finish times are different, you are able to wait in the nearest playground to the entrance/exit that the child is using.
- During the summer holidays we are building paths outside some of the Year 2-4 classrooms, to ensure that all Year 2-4 classes have a path that leads out to the playground.
- The drop off and pick up location for all the children in Nursery-Year 4 will therefore be outside their classroom door, with the exception of Jaguar class in Year 4, who will usually be able to do the same - drop off and pick up outside classroom door. However, if it's raining

and the grass is muddy, the children can enter through the school entrance door that leads onto the bottom playground. Parents can also pick up from here if it's raining. There will be a member of staff on duty to advise if this is the case.

- We will be sending out a Parentmail form in September for Year 3 & 4 parents to indicate whether they would like their child to walk up to the reception playground on their own at the end of the day and be met there.
- We will be sending out a Parentmail form in September for Year 5 & 6 to indicate whether parents would like children to walk home on their own at the end of the day.
- Year 5 & 6 children should walk down to their classroom on their own. If you are dropping your child off, please drop them off at the main gate.
- Jupiter, Mercury, Picasso and Kandinsky classes should use the single outer door in the Y5 & 6 Hub.
- Neptune, Saturn, Monet and Lowry classes should use the main double doors in the Year 5 & 6 Hub.
- At the end of the day, the teachers in Year 5 and 6 will walk classes up to the meeting area and release the children from there.
- Only children in Year 5 & 6 who walk to school on their own are allowed to bring in a mobile phone. This is to be switched off before the children enter the main gates and handed into the class teacher as soon as they come in. The class teacher will lock the phone away and then hand it back to the children at the end of the day.
- Parents must inform the school in advance of any early collections. The school office will telephone the class and arrange for the parent to wait outside the school office. The office member of staff will sign the child out.

#### **Supporting social distancing at the beginning and end of the day**

- The drop off and pick up should be short, keeping a flow of parents entering and exiting the school. Please ensure that the one way paths are kept to and social distancing is observed.
- Unfortunately, parents will be unable to gather or linger on the playground.
- Only **one** adult per family will be able to come into the school grounds to drop off or collect their child.
- Any messages for the teacher should be sent to the school office email address, where it will be passed on.
- Parents will not be able to enter the school building.
- Please call or email the school office with any queries, rather than coming into the school office.

#### **Breakfast, after school and enrichment clubs**

- As you are aware, unfortunately Connect are no longer able to provide childcare at Grange Park as they have been impacted financially by the prolonged closure due to the pandemic.
- We understand that our working parents rely on this provision before and after school. We are currently considering other options. However, our priority at the moment is opening the

school for all children in September. We will give you an update on our position and when we are likely to be able to provide wrap-around care, early in the autumn term.

- Please also note that initially, there will also be no enrichment clubs running after school.

### **Class organisation**

- Classes will now stay together, with some mixing across their year group to create 'Year group bubbles'.
- Classrooms will be set up with all tables facing the front, rather than in our usual group arrangement. Children will sit side by side. This might be slightly different for the younger children.
- Each child will be provided with their own stationery pack to use each day.
- Movement around the school will be kept to a minimum, particularly for children.

### **Playtimes and lunchtimes**

- The children will have staggered breaks and lunchtimes.
- They will have opportunities to play with children across their 'Year group bubble' in designated playgrounds.
- Children in Nursery, Reception, Year 1 and Year 2 will eat their lunch in their classroom.
- Children in Year 3, 4, 5 and 6 will eat their lunch in the dining hall.
- School prepared meals will be a hot meal, cooked on site by our caterers, The Pantry.
- Parents should have all received an email directly from the Pantry to sign up to their online ordering system. If you would like your child to have a school meal, you are required to order and pay (if applicable) for your child's lunch online.
- All reception, Year 1 and Year 2 children are entitled to a free school meal, under the Universal Infant Free School Meal programme, launched by the government.
- You may also be qualified for a free school meal if you are in receipt of benefits. Please contact the school office for more information.
- The cost of a lunch is £2.52 for children in nursery, Year 3, 4, 5 and Year 6.
- Please ensure that you order your child's lunch online, even if your child is entitled to a free school meal. Otherwise your child will be given a default lunch of a jacket potato with beans. If there are any issues, please contact Pantry directly on: [office@thepantrycatering.co.uk](mailto:office@thepantrycatering.co.uk)
- Children who usually have a packed lunch can continue to do this using their regular packed lunch container/bag. This container should be cleaned daily.

### **Curriculum and learning**

- Our plan is to return to providing children with a high-quality education that promotes their development and prepares them for the opportunities, responsibilities and experiences of later life.

- The curriculum will remain broad and ambitious, with children experiencing a wide range of subjects from the start of the autumn term.
- We will be putting a plan in place to cover the most important missed content and to address any significant gaps in children's knowledge.
- Curriculum planning will be informed by an assessment of children's starting points, making use of quizzes, observations, discussions with children and scrutiny of work.
- We will also incorporate lots of wellbeing and support opportunities, to cater for the range of emotions that children may be experiencing upon return.

### Google Classroom

- We will be looking at ways to maintain what has been established with Google Classroom, particularly if we are asked to close again.
- We will be considering how to use Google Classroom to set home learning. More information will be sent home in September regarding this.

### Keeping safe through good hygiene

- Good hygiene practice will be in place: cleaning hands more often than usual; washing hands thoroughly for 20 seconds with running water and soap; promoting the 'catch it, bin it, kill it' approach and frequent cleaning of touched surfaces and resources.
- Daily cleaning will take place *throughout* the school day, with a particularly thorough clean of classrooms, corridors, staircases and toilets after school.
- Class based resources that are shared will be cleaned regularly.

### Personal protective equipment (PPE)

- The Government has said that PPE will not be necessary in schools, other than for a very small number of cases (e.g. routine intimate care needs and when supervising a child who becomes unwell with symptoms of coronavirus).
- Face coverings may not be worn by those who are not able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it may inadvertently increase the risk of transmission.
- With the mandatory use of face coverings on public transport, we must ask that children/parents dispose of temporary face coverings appropriately or place reusable face coverings in a plastic bag that can be taken home. It is essential that hands are washed thoroughly after the removal of these.

### Attendance at school

- It is 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 children falling further behind.

- From September, school attendance will be mandatory again and usual rules on school attendance will apply.
- We understand that children and families may be anxious or reluctant about returning to school, but we can assure you that we are putting lots of measures in place to reduce the risk in school.
- Please do contact us if you have any concerns about your child returning or if your child has been advised on medical grounds not to return yet.

### **Covid-19 home school agreement**

- Keeping our children, staff and families safe is our absolute priority. We all share this responsibility and take it very seriously.
- We will be sending out a 'Grange Park Primary School Covid-19 Home School Agreement' to all families before we return in September and would ask that you read this carefully together.
- The agreement sets out what our school staff, children and parents agree to do to help keep each other safe.
- Please note that by sending your child to school, we will presume consent to this agreement.
- We will be updating our Behaviour guidelines - Coronavirus Appendix - again and will send this out to parents, along with the Home School Agreement.

### **Frequently asked questions**

#### **Can my child bring in anything from home to school?**

- We will continue to limit what children bring into school, so please leave toys, pencil cases and stationery at home, as all equipment needed will be provided.
- Children will be permitted to bring in their school bag, their own named water bottle, and a packed lunch if they are not having a school prepared lunch.
- Please ensure anything that has been brought into school has been cleaned and sanitised beforehand.

#### **Can I bring in a snack for my child?**

- The Government has confirmed that the school fruit and vegetable scheme, which was paused during the coronavirus outbreak, will resume as normal in autumn when all children return to school. This scheme provides daily fresh produce for children in reception and key stage 1 (Year 1 and Year 2).
- If your child is in nursery or KS2 (Year 3, 4, 5 and 6) they can bring in a snack. Please ensure that this is either a piece of fruit or vegetable, which has been washed beforehand (no biscuits, cereal bars, cheeses or crisps).



- Children in reception and KS1 can also bring in a snack (fruit or vegetable) if they would like.

### **Will my child be expected to wear their school uniform?**

- All children are expected to return in September wearing their full school uniform. The complete school uniform list can be found on the Grange Park website in the 'Parent' section. You can order your child's uniform directly from Smiths Schoolwear: <https://www.smithsschoolwear.co.uk/>
- Please can we remind all our families that children should wear plain black shoes or plain black trainers for school. Brightly coloured trainers, bright astros or heavily moulded astros are not permitted.

### **What about PE kits?**

- In order to avoid children getting changed at school and potentially contaminating surfaces with their clothes, children should come into school wearing their PE kits on their PE days.
- You will be informed of your child's PE days in September.
- PE uniform consists of black shorts and a white PE t-shirt (with logo).
- Children can wear a grey winter sweatshirt (with logo) and grey winter joggers (with logo) when the weather is colder.
- Plimsolls or trainers (plain black) to be worn during the day.
- Children should bring in a thin raincoat/mac to wear outside for PE in light rain. A Mac in a Sack can be purchased from Smiths Schoolwear.

### **Will trips and assemblies resume?**

- During the autumn term, we will continue to follow the government guidance and resume these when it is safe to do so.
- At present, the guidance states that we are not permitted to have gatherings of more than one group, so we will begin with virtual assemblies for the children in school.

### **What happens if my child requires medication that is required to be administered at school?**

- If your child has medication for allergies or other conditions, please ensure that they have the medication with them in a sealed and labelled container and hand this to the school office. A form will have to be signed.
- Please ensure that the medication is up to date.

### **What happens if my child or someone in our household displays symptoms of COVID 19?**

- Your child should not come into school if they have [coronavirus \(COVID-19\) symptoms](#), or have tested positive in the last 7 days.
- If your child develops these symptoms during the school day, they will be sent home.
- If your child has symptoms they must self-isolate for at least 7 days and you should [arrange to have a test](#) to see if they have coronavirus (COVID-19).
- Other members of your household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.

- If your child tests negative and they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating and come back to school. Other members of your household can stop self-isolating.
- If your child tests positive, you should follow the [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#) and they 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 any symptoms, other than a continuing 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. **You must inform the school.**
- The 7-day period starts from the day when the child 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.

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

- As a school we will take swift action if we become aware that someone who has attended school has tested positive for coronavirus (COVID-19). We will work closely with the local health protection team, who will guide us through the actions we need to take.
- Based on the advice from the health protection team, we would send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious.

#### What other protective measures is the school putting in place?

- We are working through the below system of controls, adopting measures in a way that addresses the risk identified in our assessment and what works for our school, to enable us to safely deliver a broad and balanced curriculum for our children.
- We are following the government guidance to ensure we can effectively reduce risks at Grange Park and create the safest environment possible.

#### System of controls

##### Prevention:

- 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) Clean hands thoroughly, more often than usual.
  - 3) Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach.
  - 4) Introduce and maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.
  - 5) Minimise contact between individuals and maintain social distancing wherever possible.
  - 6) Where necessary, wear appropriate personal protective equipment (PPE).
- Numbers 1 to 4 must be in place in all schools, all the time.*  
*Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.*  
*Number 6 applies in specific circumstances.*



### **Response to any infection:**

- 7) Engage with the NHS Test and Trace process.
  - 8) Manage confirmed cases of coronavirus (COVID-19) amongst the school community.
  - 9) Contain any outbreak by following local health protection team advice.
- Numbers 7 to 9 must be followed in every case where they are relevant.*

- A copy of our risk assessment will be uploaded onto the website during the summer holidays.
- Click to read the guidance from the government on [What parents and carers need to know about early Years providers, schools and colleges in the autumn term](#)

### **Is there anything else parents can do?**

- Please ensure you and your child washes their hands before leaving the house. There will also be a hand sanitiser available to use as the children walk into the school building.
- Please ensure that your child does **not** play on the fixed play equipment outside before or after school. These will be timetabled weekly for the children at play and lunchtimes as only one year group can use the equipment each time.
- Please ensure that the information we hold for your child is accurate. Email the office directly if there are any changes to the information we hold, including: contact details (including emergency contact details); medical, allergy or dietary information/requirements so we can update our records.

### **How can I support my child before they return to school in September?**

- Please talk to your child about starting school and explain the changes to the routines and procedures.
- A video will be produced which explains some of the changes. A link to this will be sent to you via Parentmail in the summer holidays just before the children start on Monday 7 September 2020.
- Please ensure your child watches the video before starting school and has the opportunity to talk it through with you.

Should anything change over the summer break, we will communicate this with you. All of the above will be kept under continual review and subject to change, particularly if any local virus spikes occur. We would like to thank you for your continued patience, cooperation and support during this time.

I would also like to take this opportunity to wish you all a wonderful summer. Stay safe and I look forward to seeing you back in September.

With my very best wishes to you and your families.

Tijen Hassan  
**Headteacher**