

## Chantry Primary School plan for partial re-opening for pupils in Reception, Year 1 and Year 6.

**18th May 2020**

This plan has been written by the Senior Leadership Team and reviewed by the Governing Body. It reflects the Government advice in the following documents:

- Actions for education and childcare settings to prepare for wider opening from 1 June 2020 (11 May 2020) <https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>
- Coronavirus (COVID-19): implementing protective measures in education and childcare settings (11 May 2020) <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>
- What parents and carers need to know about schools, colleges and other education settings during the coronavirus outbreak (Updated 11 May 2020) <https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers>
- Opening schools for more children and young people: initial planning framework for schools in England

**Please note:** This plan is subject to change at any time. Each version will be dated for your ease of reference.

To meet Government guidance, our plans must be detailed and may seem complicated. However, so that you can make an informed choice as a parent,

To help parents understand these plans, parents are invited to make a telephone appointment with a member of the Senior Leadership team on Wednesday 27<sup>th</sup> May or Friday 29<sup>th</sup> May. They will be able to talk you through how the plan will work for your child and can also answer any questions that you may have. If you would like to book a time to speak to a member of the Senior Leadership Team, on one of these dates, please email or call the school office and we will book you in for a time which suits you. At your appointment time, a senior member of staff will call you on the mobile phone number that we have for you on our school system. Please note that this may come up on your phone as a withheld number.

### **Action needed by parents:**

Please read the following document with care.

After you have read this whole document, we will need to know if pupils in Reception, Year 1, and Year 6 are returning to school on Thursday 4th June. Please respond to the school office informing us if your child will be returning or remaining at home. If they are in Reception or Year 1, we also need to know if they will require a free school lunch. Please email [school@chantry.e-sussex.sch.uk](mailto:school@chantry.e-sussex.sch.uk). Please title your email with your child's name and class. If we do not hear from you, we will call you. **Please reply by 5pm on Wednesday 20<sup>th</sup> May.** We do understand that there may be some changes after this date, but this will allow us to plan. If you want to talk this through, please call us. Breakfast and after school clubs will not be running for the time being.

**In line with Government advice, please walk or cycle to school if possible. Please respect our children and our neighbours' safety and do not park in Barrack Road**

### **New practice in school:**

#### **Class groupings**

- Children will only be taught in groups of up to 15. These children will not mix with any other children in school. These groups will not change.
- Each group of up to 15, will have a single teacher leading the group, supported by a teaching assistant. These adults will remain the same.
- Where a child is not in a group with their class teacher, they will be with their class teaching assistant so there is an adult in the group they already know.
- We will continue to provide childcare provision for the children of keyworkers in years 2,3,4 and 5. They will remain in two groups; year 2/3 and year 4/5 and will not be mixing with other groups across the school.
- We will not be holding assemblies, productions, sports days or any other events where larger groups meet during term 6.

#### **Increased hygiene measures**

- All pupils will wash their hands on entry to school and throughout the day.
- Pupils will use paper towels to dry their hands. The blue roller towels have been removed from toilet areas.
- Additional cleaning will take place during the day, including toilets, and classrooms. This includes the emptying of classroom bins in the middle of the day.
- We have increased the amount of tissues in the classrooms and will be reinforcing the 'Catch it, Bin it, Kill it' message

## **Equipment**

- Children will have named stationery packs for their use. These will not be shared.
- Where resources must be shared, where possible, they will be cleaned after use.
- In Reception, each group of 15 pupils will have their own outdoor area for their use during the day. This will not be shared with any other groups.
- Cloakroom areas will not be used and instead, children will be asked to hang their coats on the back of their chairs. Please only send coats to school when needed.
- Pupils will not be allowed to bring toys, equipment, bookbags or bags to school. Please ensure that all jumpers, coats etc. are named. This is vital.
- Please ensure your child brings their own, named water bottle to school each day. This should only contain water and can be refilled throughout the day.
- Where Year 6 pupils bring phones to school, children will place their own phone in a box in the year classroom. These will be stored securely until the end of the school day.
- When reading books are taken home, these will be returned to a separate box and covers will be cleaned before being put back into use. Reading diaries will remain at home and teachers will have their own reading logs in school. Please send reading books back to school when they are completed and they will be changed.

## **Uniform**

- Children need to wear school uniform and shoes/ trainers that are suitable for taking part in sport. These do not need to be black however, trainers with high soles are not suitable for school.
- Children will not need to bring a PE kit, although those wearing skirts or dresses should bring a pair of shorts to put on in addition, for PE lessons. This will reduce the need for more resources from home in school.
- Please ensure children change out of their uniform when they return home.

## **Playtimes**

- At playtimes, groups of up to 15 will not mix with other pupil groups. This will be done by staggering times and locations of playtimes. Over the week, pupils will have playtimes in different outdoor areas (such as on grass or on the playground) so that they have a variety of play. Playtimes will be carefully supervised.
- Each group will have their own box of play equipment which only their group will use. This will be cleaned regularly.

## **Lunchtimes**

- Lunch will be in separate areas of the hall and staggered to avoid pupils mixing. There will be hot meals and baguettes served.
- Meals will need to be booked (and paid for if your child is in year 3, 4, 5 and 6) via ParentPay. We will provide a lunch for pupils in receipt of Universal Infant Free School Meals and Key stage 2 Free School Meals.
- We encourage as many children to have school lunch, to minimise the amount of lunchboxes brought into school.
- If your child wishes to have packed lunch, their lunchbox will be stored under their desk.

## Illness

- Please don't send children to school if they are at all unwell
- If your child or anyone in your household shows any Covid 19 symptoms such as a persistent cough or high temperature, you should self-isolate for 14 days.
- The Government has made available testing sites across the county so that any child or adult in the school who displays symptoms is able to go to be tested swiftly. If anyone tests positive for Covid 19, all adults and children in that group must self-isolate for 14 days, according to Government instruction.
- If any child becomes unwell in school, we will separate them from their group and ask a parent/carer to collect them

## The school Office

The school office will be closed to parents. If you need to make contact with the school, please email [school@chantry.e-sussex.sch.uk](mailto:school@chantry.e-sussex.sch.uk) or telephone the school office.

## Arriving at school.

**Please follow government guidance and ensure social distancing at all times. Please do not congregate on our site or in the surrounding roads.**

All plans have been made to ensure that social distancing is possible. This includes reducing the number of people using each entrance to our school. Only one parent per family should drop off /collect children.

Parents will not be allowed into the school, or onto our site other than during their allotted drop off/collection time. We ask that you do not arrive early or wait directly outside the school gates.

To minimise the amount of people entering/exiting our site and along the footpaths nearby, we ask that year 6 parents drop off/ pick up children from an agreed meeting point away from the school, or that children walk to and from school alone. Year 6 children will be reminded to come straight back to school if their parent is not there.

We have prioritised the arrival of our youngest pupils. This is designed to be as familiar as possible for them. As a result, Year 1 and Year 6 pupils may need to enter the school site in a different way.

**A letter detailing your child's group and their drop off /pick up arrangements will be sent out at the end of this week, once we have confirmed numbers of children attending.**

- Parents will not be able to stop and speak to the teacher/teaching assistant. Members of the Senior Leadership Team will be on the playgrounds ready to take urgent messages to be delivered to class staff later. Please ensure that you remain 2metres away from the staff member. Any message that is sensitive or confidential will need to be given by phone, email or in a note to the staff member.
- Teachers can be contacted before and after school using the class emails.
- Parents will need to exit the school site via the same route.

Staff members will be in playgrounds to assist you in finding the right drop off/collection point.

Please note, children will be unable to go and collect anything left behind in classes. We will endeavour to ensure that they bring everything with them. Forgotten items will be in class in the morning.

### **Frequently asked questions:**

**1. Is it safe for my child to return to school?**

The Government says that children in these year groups are 'strongly encouraged to attend'. Only you can decide if it is safe for your child. We have tried our best to make it as safe as possible. However, this will not be perfect. Please recognise and accept this before sending your child. There will be times when children are not socially distanced within their groups as this is not possible all the time. They are children and act out of habit and may act on impulse at times. You will need to decide if your child will cope with the new procedures.

**2. Will my child be socially distancing in class?**

We will try as best we can to socially distance at all times, and children will be seated apart, but young children will naturally move closer to each other than 2 metres. The Government has accepted that this will happen with young children and factored that into assessing the risk.

**3. What happens if I do not send my child to school?**

Unless your child's social worker has said that your child's attendance is expected you do not have to send your child to school and you will not be fined.

**4. If my child is not at school, will there still be work to do at home?**

Yes. Until the school re-opens completely, we will still be setting work for pupils at home.

**5. Will my child be taught by their own teacher?**

Maybe. Up to 15 children can be taught in one group. If we have more than 15 pupils from one class attend school, some will have to be taught by another staff member.

**6. Will my child be with their best friends?**

Not necessarily. Your child will be with up to 14 other children from their own class. Unfortunately, there can be no choice in who they are with.

**7. Will my child work in their own classroom?**

Maybe. If we have more than 15 children attend from one class, they cannot all be taught in the same classroom.

**8. I am worried how my child will cope with the changes how will they be supported?**

Teachers will be talking to the children about the changes as soon as they come back and supporting them. They will keep a careful eye on all children and offer additional support to those who need it. Adults are trained to support children with their emotional health and

lots of wellbeing work will be carried out in the groups. Parents will be informed if we are concerned that your child is finding things difficult.

**9. My child has siblings in Year 2 – 5. Can they come to school as well?**

No. Only children in Reception, Year 1 and Year 6 can come to school. This is the decision of the Government. *Children of key workers and vulnerable children may continue to attend as they have been.*

**10. What is expected of my child at school?**

Your child will need to abide by the new rules. This means, for example, washing their hands when told to, staying in the classroom, not mixing with other classes. If a child cannot keep to these important safety plans, we will need to review whether they can be in school or if they are risking the safety of others. In class, pupils will be learning as usual although they will be taking part in more creative projects in the afternoons.

**11. Will children be sharing resources?**

Children will have their own new pencil, ruler and rubber (and pen where appropriate). These will be in a named wallet. They will share other resources amongst the group of 15. Other resources will be cleaned before being shared between groups (such as laptops or musical instruments).

**12. Will my child still be able to have their school dinner?**

Yes, school lunches will be available and we encourage all Reception and Year 1 pupils to have this as they are eligible for a free school meal each day. Older pupils may be eligible for a Free School Meal. Packed lunches can also be brought in.

**13. Will my child still be able to have individual and small group support?**

Maybe. This depends on staffing levels and your child's needs. We will be using the Thrive approach in all classrooms to ensure that children's emotional needs are met.

**14. Does my child need to wear their uniform?**

Yes. This is a return to school so uniform is expected. Children may wear trainers.

**15. What should my child bring to school each day?**

A water bottle, reading book and coat (when needed) Children must not bring book bags, back packs or other bags. They need very little in school. Everything brought must be named. They will need a water bottle and lunch (unless having a free school packed lunch). They must not bring toys or any other items from home.

**16. Will my child mix with lots of others?**

No. Your child will only be with up to 14 others in their class. They will not mix with other groups. They will have one teacher and a teaching assistant.

**17. Can my child wear a facemask?**

No. In line with Government guidance for schools, 'face masks should not be worn...by those who may be unable to handle them as directed, as it may inadvertently increase the risk of

transmission'. The use of face masks in educational settings is 'not recommended'. Therefore, these are not to be used in schools by pupils. Adults will not wear these in class.

**18. When will all children return to school?**

The Government hopes that all year groups can return before the end of the summer term. This will be determined by infection rates across the country.

**19. It sounds quite different to usual. Will it be scary for my child?**

No. Once in school, children will adapt very quickly and enjoy being back with their classmates. They will be with by their own year group staff and will have lots of fun as they learn, just like normal.

**20. Will Breakfast Club and after school clubs still be running?**

No.