



Update - 02/6/2020

Dear parents and carers,

I hope this update finds you all safe and well.

I am writing to inform you of the proposed plans moving forward for Hallsville.

I am sure that you have all heard on the media that the government has asked all schools and nurseries to start back on the 1st June, subject to the Government's 5-key tests being met.

The safety and well being of pupils and staff lies at the heart of everything we do in the Trust so we will not be opening the schools until we have carried out a **rigorous risk assessment** that mitigates the risk of the spread of the disease to its lowest possible level and completed all our Health and Safety checks. We have engaged with and are heeding advice from the government, the local authority, trustees, parent governors, trade unions and staff.

The decision lies with the Board of Trustees who are confident we can open if the government deems it safe to do so when the Prime Minister makes his announcement on the 28th May.

The following plan is based upon reopening week commencing June 1 – if this date changes due to the 5-key tests not being met, then another plan will be formulated.

Proposed Plan

Phase 1 - N2 Nursery Children (*children that are due to start reception September 2020*)

Start date = Wednesday 3rd June.

What are the times?

N2am = 8:45-11:45 am

N2pm = 12:30 -3:30 pm

My child is an all-day pupil. Can they stay all day?

Yes, the am group will accommodate all day pupils.

Drop off and pick up procedures:

- Please adhere to the one-way system that will be marked out.
- Please follow social distancing - and keep 2 metres from the person in front.
- Pupils to be dropped at the door one at a time adhering to social distancing.
- Do not enter the building.
- Only have 1 family member dropping off the pupils.
- Do not enter the school site if you or your child have symptoms of COVID-19.
- Do not bring your child in if they or anyone in your household is on the Extremely Vulnerable list.
- When collecting your child, please maintain social distancing and wait to be called to the door.

Phase 2 - Reception children

Start date = Monday 8th June

What are the Start and Finish times?

Start time = 9:00pm

Finish time = 3:15pm.

Drop off

Ms Finney's class will line up in the playground 2 metres apart.

Ms Pointer's class will line up outside the reception classroom by the reception climbing frame 2 metres apart. This will be clearly signposted and staff will be on hand to ensure you and your child know where to go.

Pick up

Pick up for Ms Finney's class will be outside the KS1 corridor

Pick up Ms Pointer's class will be outside the classroom door.

Procedures

- Please adhere to the one-way system that will be marked out.
- Please follow social distancing - and keep 2 metres from the person in front.
- Pupils to be dropped at the door one at a time adhering to social distancing.
- Do not enter the building.
- Only have 1 family member dropping off the pupils.
- Do not enter the school site if you or your child have symptoms of COVID-19.
- Do not bring your child in if they or anyone in your household is on the Extremely Vulnerable list.
- When collecting your child, please maintain social distancing and wait to be called to the door.

Phase 3 - Year 1

Start date Wednesday 10th June.

Drop off

Mr Finch's class will line up in the playground 2 metres apart outside the Year 3 classrooms.

Ms Walton's class will line up 2 metres apart outside the Year 4 classrooms.

This will be clearly signposted and staff will be on hand to ensure you and your child know where to go.

Pick up 3:15pm

Pick up for Mr Finch's class outside the Year 3 classrooms using the social distancing lines.

Pick up Ms Walton's class outside the Year 4 classrooms using the social distancing lines.

Procedures

- Please adhere to the one-way system that will be marked out.
- Please follow social distancing - and keep 2 metres from the person in front.
- Pupils to be dropped at the door one at a time adhering to social distancing.
- Do not enter the building.
- Only have 1 family member dropping off the pupils.
- Do not enter the school site if you or your child have symptoms of COVID-19.
- Do not bring your child in if they or anyone in your household is on the Extremely Vulnerable list.
- When collecting your child, please maintain social distancing and wait to be called to the door.

Phase 4 – Year 6

Start date Monday 15th June

Drop off on the first day back

Year 6 are to use the side gate by the main office and to walk across the grass towards the Year 6 classrooms

Teachers will be outside on the grass and by the Year 6 classrooms to show the children which Bubble they are in.

Ms Miller's class will be directed into the 6M classroom.

Mr Newnham's class will be directed into the 6N classroom.

This will be clearly signposted and staff will be on hand to ensure you and your child know where to go.

Pick up 3:30pm

Year 6 children will be walked across the grass dismissed one at a time through the side gate by the main office. Social distancing will be adhered to.

Procedures

- Please adhere to the one-way system that will be marked out.
- Please follow social distancing - and keep 2 metres from the person in front.
- Pupils to be dropped at the door one at a time adhering to social distancing.
- Do not enter the building.
- Only have 1 family member dropping off the pupils.
- Do not enter the school site if you or your child have symptoms of COVID-19.
- Do not bring your child in if they or anyone in your household is on the Extremely Vulnerable list.
- When collecting your child, please maintain social distancing and wait to be called to the door.

What steps have been taken by the school to minimise the risk of infection?

- A deep clean will be carried out prior to pupils starting
- A full time cleaner on site all day to clean door handles, toilets etc.
- Pupils and staff will be placed in 'bubble' groups of no more than 15 pupils to reduce pupil contact.
- Pupils and staff will not cross or socialise with any other group.
- Resources will be touched only by the pupils that are in that group unless a block of 72 hours has passed.
- Five hand washing times will be introduced as well as every time a child coughs, sneezes or uses the toilet.
- Children will be supervised whilst washing their hands to ensure they follow the correct process.
- Training children to follow good respiratory hygiene – avoiding touching their face, eyes and nose will be undertaken by staff. Disposable tissues will be available for the children's use and they will be taught to dispose of the tissue after every use safely in the bins.
- Insisting wherever possible on social distancing.
- Play areas will be divided into zones.
- Lunch time will be staggered with some pupils eating in their classrooms.
- We are asking parents who are sending their child in with a packed lunch to use a paper bag (or carrier bag) instead of a lunch box.
- The school will provide each child with their own clearly labelled water bottle which will remain in school.
- Strict hygiene rules will be implemented.
- Stocking up on cleaning products such as: soap, bacteria wipes, tissues and sanitizers.

- Hand washing stations will be set up in every classroom.
- Resources made out of fabric will be removed as these cannot be sanitised easily.
- Nursery will be set out to encourage only small groups.
- Classrooms will be laid out so pupils from Reception upwards will have their own desks and personal resources.
- PPE will be provided for staff who work with children who require intimate care. As you are aware the use of face masks has been discouraged within educational settings unless children are displaying symptoms.
- After school clubs will not be available due to crossing of groups ('bubbles').

We will be adopting the safe working hygiene and protective practices as detailed in the DfE document 'Coronavirus (Covid-19): implementing protective measures in education and childcare settings' (link below). The document outlines a variety of measures to maintain safe working practices within the childcare sector.

- <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>

Staff members will be placing calls in the coming days for you to book places and to answer any questions or concerns you may have about your child returning to school.

Our expectations of you

We are putting many measures in place to mitigate the risk to the children, staff and parents and we ask you help us to keep the school community safe by:

- Adhering to the procedures in place.
- Adhering to government guidance on social distancing not just while in school but while carrying out your daily lives.
- Not coming to the school or sending your child into school if they have any symptoms of COVID-19.
- Ensuring children are sent to school in clean clothes every day.
- Ensuring items from home are not brought into school.

As a parent myself I know how important school is for the wellbeing and development of a child. I want to reassure you that we have carried out every suggested step to mitigate the risk of infection. I look forward to seeing you from a distance and I can't wait to start breathing joy back into our school gates. Things will be very different for the pupils but they will still love being back.

If you have any concerns do not hesitate to ring the school office and ask to speak to a member of staff or contact Hannah Cleland on: 07891 181367.

Pupils in Years 2, 3, 4 and 5 will be expected to continue with their learning using google classrooms. We are currently refining our online teaching and will communicate with parents in these year groups at a later date.

Kind regards: Keri Edge, Lorraine Johnson and Hannah Cleland.