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Full reopening of school, September 2020

Dear Parents and Carers

In June, the government set out its intention for the full reopening of schools in England from 1st September 2020. This document outlines our approach to this and the safety measures to mitigate the risk of the spread of the virus within the school. In doing so we have followed government* and local authority guidance and produced our own risk assessment.

[*<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>]

The Operational Detail and Identification of Risk

Issue and Risk	School Response
Spread of the virus within the school	<ul style="list-style-type: none"> • Insist that Parents and Carers do not bring their child to school if they or any member of the household have any of the coronavirus (COVID-19) symptoms; high temperature, a new, continuous cough or a loss or change to their sense of smell or taste https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/ • Isolate and send home anyone exhibiting a symptom for a period of 10 days, excluding the day of onset • Ensure the suspected case gets tested • Follow procedures as per 'PHE SW HPT: Guidance for Childcare and Educational Settings in the management of COVID-19' • Ask that children wash their hands at home before leaving for school
Managing large groups of stakeholders whilst reducing contact and promoting social distancing guidance	<p>Drop-off:</p> <ul style="list-style-type: none"> ➢ Arrival 'window' 8:50- 9:05am ➢ Enter through gate by front door (exit via netball court gate) ➢ Staff waiting by sandpit/ Playpod to meet and direct pupils ➢ Pupils head for class round the back of the building ➢ Parents and Carers stay on first half of playground <p>End of day Pick up:</p> <ul style="list-style-type: none"> ➢ Willow, Ash at 3:20pm and Elm, Oak, Beech at 3:30pm ➢ Parents and Carers stay on first half of playground ➢ Exit via netball court gate <ul style="list-style-type: none"> • One parent drop off in designated area of playground (not past yellow line) with separate entry and exit gates • Pupils wait (socially distanced) in demarcated area with members of staff • Pupils led/ escorted to access points by members of staff • Pupils staying largely within class groups, considered two bubbles; Willow/Ash and Elm/Oak/Beech • Pupils attending Breakfast or after-school club (Pumpkins) will be considered as also being in the Pumpkins bubble • Pupils travelling on the bus will also be considered as being in the transport bubble • Controlled and monitored movement inside the building through communal areas observing social distancing • Outdoor lesson delivery wherever appropriate
Pupil wellbeing and security	<ul style="list-style-type: none"> • Pupils (Year 1-6) returning to class/ teacher they were with 2019-20 from Wednesday 2nd- Friday 4th September 2020 • Pupils (Reception- Year 6) start in new class from Monday 7th September 2020 • Implement a Recovery Curriculum with the intent <i>'to provide a curriculum that will</i>

	<i>enable the children at Trinity to recover, readjust, revisit and re-discover friendships, relationships and a love for learning and the environment around them.'</i>
Large groups of pupils mixing present infection hazard	<ul style="list-style-type: none"> • Enhanced handwashing timetabled and adhered to consistently • Respiratory hygiene instruction- 'catch it, bin it, kill it' and elbow cough • Controlled and monitored movement inside the building through communal areas observing social distancing • Collective worship conducted using pre-recorded clips or video link • Staggered break times • Designated areas/ zones outside for different classes/ bubbles
Environment control measures	<ul style="list-style-type: none"> • Contact tracing registers • Class teacher to plan activities that minimise risk • Pupils to wear PE kit to school on the days of their PE lessons* • All PE lessons to be outside with social distancing promoted and restricted use of equipment • Staff to remove any unnecessary furniture, all soft furnishing and any resources/toys that are challenging to clean quickly and easily into store • Cleaning throughout the school day including frequent cleaning of high touch points i.e. door plates, toilet handles • Office Team to ensure essential stocks are sustained • An identified room and toilet for isolation control in the event that someone develops symptoms during the school day • All staff briefed and updated regularly <p><i>* We will be starting PE lessons from Monday 7th September 2020.</i></p> <ul style="list-style-type: none"> ➤ Willow and Ash- Wednesday & Thursday ➤ Elm- Tuesday & Friday ➤ Oak- Monday & Friday ➤ Beech- Tuesday & Friday
Sharing equipment, reducing transmission, furniture etc.	<ul style="list-style-type: none"> • All pupils to be provided with stationery • Toast option removed from break and own snack to be brought (fruit, cereal bar etc. NO chocolate) • Pupils to bring own water bottles (two recommended- one for lunch and one for use throughout the day- as refilling will not be possible) • Water fountains cordoned off/ 'closed' • Classrooms arranged with forward facing desks • Minimal movement promoted and staff to stay at appropriate distance to pupils
Staff non-attendance and symptom action	<ul style="list-style-type: none"> • If staff symptomatic, at home or at school, isolate for 10 days excluding the day of onset and seek immediate test • In the event of a pupil or member of staff become a confirmed case, the class/group in close contact with the case need to be sent home to self-isolate for 14 days. The household of the wider group do not need to isolate unless the contact subsequently develops symptoms. • If staffing level drops due to non-Covid-19 illness and cannot support each class/ bubble adequately, a specific class/ bubble will be asked to stay away until a safe and adequate plan can be actioned
Lunch arrangements and respiratory hygiene	<ul style="list-style-type: none"> • Pupils having a cooked meal will eat in the hall sitting at a table next to but not opposite other pupils • Pupils having a packed lunch will eat in their classroom • If required, packed lunches provided by school kitchen (Reception, Year 1 and 2 Universal Free School Meals and other Free School Meals) to be delivered to and eaten in classroom • Own water bottles only, different from the one they will use throughout the day
Parent and carer movement on and around the school site	<ul style="list-style-type: none"> • Parents and Carers who live too far away to travel safely on foot to use drop-off area instead of parking and walking onto site wherever possible- staff on hand to support children exiting vehicles and entering playground • If on foot, only one parent or carer to drop off in designated area of playground (not past yellow line)

	<ul style="list-style-type: none"> • Where possible, siblings of children being dropped off to not accompany the parent or carer • If it is impossible to avoid bringing siblings at drop off and pick up then parents and carers must ensure children are close to them at all times when on site • If collecting children at different times, parents and carers must collect the first child, exit the site and return at the later time • A one-way system for pedestrians in place: <ul style="list-style-type: none"> ➢ Enter via pedestrian gate opposite Hollybush Close ➢ Exit via path adjacent to netball court • School office and lobby out of bounds to Parents, Carers and pupils • A secure 'drop box' provided for <u>essential</u> items only e.g. medication • If your child is on medication which they must take during the school day, please inform the school office by email as soon as possible • Parents and carers to use telephone, email and playground diaries for all communication
SEN&D Pupils and Behaviour	<ul style="list-style-type: none"> • SEND Risk Assessment to be enhanced, ensuring strong consultation with parents • Reintegration part time plans to be established • Correct 1:1 provision in place with best endeavours to maintain social distancing • Temporary amendment added to SEND and Behaviour Policy to signal changes in behaviour management due to lower staff capacity

Summary

Do:	Don't:
<ul style="list-style-type: none"> ✓ Wash hands at home before coming to school ✓ Arrive between 8.50-9.05am and pick up at 3.20 or 3.30pm ✓ Wear full school uniform, except on PE days* ✓ Bring two water bottles and a healthy snack for morning playtime 	<ul style="list-style-type: none"> ✗ Come to school if feeling unwell ✗ Be late ✗ Bring any unnecessary items to school (stationery, bag etc.)

We know that many children will be feeling extremely anxious about returning to school. Staff will of course be on hand and visible in the playground at the drop off times. Whilst the staff will do everything we can to alleviate this once the children are in school, allowing plenty of time for children to express their feelings through discussion and a range of activities throughout the day, we know that arriving at school in the manner described above could be very challenging for some. Under normal circumstances staff can assist and intervene when children are 'clingy' or upset. Often this involves encouraging children to separate from their parent or carer with an arm round the shoulder or by holding hands. We cannot do this in the same way whilst adhering to social distancing guidelines. The government guidance states that all pupils should attend school so, if the above scenario occurs, we will work with you to ensure your child can attend.

I hope this letter makes sense and gives you a detailed understanding of the measures we will be putting in place to address concerns around safety. In compiling this approach, we have worked closely with a number of other local schools to ensure we are sharing good practice and creating equitable provision. Each school is unique and, therefore, each school will have slightly different approaches. Please let us know if you have any questions and we will try to get back to you as soon as we can.

Yours sincerely

C. Hutton

