



Dear Parents / Carers

Following the release of the government's guidance on the reopening of schools we have been asked to welcome all children back to school in September. This is fantastic news and we look forward to seeing you all again.

Returning to school is vital for children's education and for their wellbeing. The balance of risk is now overwhelmingly in favour of children returning to school. For the vast majority of children, the benefits of being back in school far outweigh the very low risk from COVID-19. We want everyone to feel as safe and secure as possible upon their return, whilst making our school as 'normal' as possible. While COVID-19 remains in the community, we have thought carefully about the ways in which we can balance and minimise any risks whilst providing a full educational experience for our children. Over the last 7 weeks many of the systems and procedures have already been successfully put in place. Please find below some key information about systems and procedures in school which will hopefully answer some of your questions.

Enhanced Cleaning

- More frequent cleaning of rooms with the caretaker on site all day.
- Frequently touched surfaces such as door handles, toilets etc are cleaned midday as well as at the end of the school day.

Handwashing / Toilet areas

- Handwashing happens at regular intervals including when arriving at school, returning from breaks, when changing rooms and before and after eating.
- Hand sanitiser will be used if hand washing is not immediately available. This is only to be administered & supervised by an adult.
- Paper towels are used to dry hands.
- Children are encouraged to bring their own bottle of soap into school to use in class. School soap is readily available but individual soap dispensers will further minimise the risk of transmission.
- Different groups do not need to be allocated different toilet blocks but toilets are cleaned during the day.

Good respiratory hygiene

- The 'catch it, kill it, bin it' approach is very important.
- Tissues are readily available in classrooms and around school.
- Bins are located in classrooms and central areas

PPE

- Gloves and aprons are available in all classrooms.
- Public Health England does not recommend the use of face coverings in school. They state that these are not required in school as pupils and staff are mixing in consistent groups.
- The school has a supply of emergency PPE. This may be used in the event that a child becomes unwell and a designated member of staff will care for that child until an appropriate adult can collect them from school. Whilst the guidance states that PPE is generally not required, staff will have access to face masks, gloves and face visors should they wish to use them.

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- Children should not wear face masks because they are less likely to be able to manage these safely and this could cause greater risk.

Child / adult becomes unwell

- Only staff and pupils who are not exhibiting any symptoms, and who do not need to self isolate, may attend school. **Pupils and staff must not attend school if they are unwell.**
- School may close at short notice if staffing levels fall to levels where safety cannot be assured.
- If a child presents with symptoms of COVID-19 the child will be sent home as soon as possible, or if this happens at home, the parent/carer must inform school as soon as possible. The child must, under safeguarding guidelines, access a test as soon as possible. The parent/carer must inform the school as soon as the results are returned. The child must not return to school until the results of the test indicate a negative result.
- If a member of the group, adult or child, tests positive from COVID19, then the whole group will need to remain at home for 14 days.
- Parents will be asked for proof of test results.

Groupings of children

- We have established consistent groups of children to reduce the risk of transmission and have limited the number of children and staff in contact with one another.
- Briefly passing in the corridor or playground is considered low risk.
- Distinct groups make it easier in the event of a positive case to identify those who may need to self-isolate.
- EYFS, Year 5 & Year 6 will operate as single year group bubbles.
- Children in Rainbow, Moonlight, Starlight, Galaxy, Armstrong and Apollo will operate within class bubbles.
- Groups will be kept apart from other groups throughout the school day. This includes playtimes. Each group will have their own supply of playtime equipment. The children will not be able to use the fitness equipment on the daily mile track or the trim trail on the field.
- Staff have carefully looked at groupings. Children have been placed in classes with at least some of their friends whilst also taking into account their educational needs. This is undoubtedly going to be challenging for some children who will be disappointed not to be able to socialise with wider groups of friends but is necessary to ensure the safety of all.
- Children will be supported to maintain distance and not touch staff and their peers where possible.
- There will be no assemblies or large gatherings. We do not expect the guidance on this to change during the autumn term and therefore we are not anticipating being able to hold any of our usual Christmas nativities or carol services.
- Movement around the school site will be kept to a minimum.
- We will be operating staggered starts, break times, lunchtimes and end of day arrangements. (information to follow)

Staffing:

- Each group will have a teacher and where possible, a teaching assistant assigned to them.
- All teachers and staff can operate across different classes and year groups in order to facilitate the delivery of the curriculum.
- The group must spend all their time at school in isolation from other groups.
- External sports coaches, peripatetic teachers, supply teachers are allowed to move between schools.

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Classrooms

- Children will be seated side by side and facing forwards, rather than face to face or side on. The usual classroom arrangements will apply for EYFS and Rainbow class where the children need access to continuous provision.
- Children will sit in the same seat each day.
- Classroom doors will be kept open.
- Windows will be open for additional ventilation.
- Paper towels, soap and hand sanitiser are available in all classrooms.
- Pupils will have their own individual stationery / equipment where possible.
- Classroom resources can be shared
- Reading books can go home.
- Clear signage will be visible around school indicating circulation / signage at entrances for visitors / general hygiene / how to deal with staff / children displaying symptoms.

Uniform:

School uniform should be worn.

School uniform consists of:

- Grey or black shirt/ trousers/pinafore or shorts
- White or red polo shirt / blouse / shirt
- Red jumper or cardigan
- Black shoes. These should be able to be polished. **Trainers are not allowed.**

Uniform can be ordered from the school office. We aim to distribute orders where possible next week. We are hoping parents will be able to pay via Parentpay but this is currently still a work in progress so watch this space. If this is not available, we will ask for the correct money / cheques to be placed in an envelope with your child's name on the front. Uniform order forms are available on our school website:

<http://www.redroseprimaryschool.com/parents/our-school-uniform/>

and can be returned via email to office@redroseprimaryschool.com or please feel free to ring the school office on 0191 3886251

PE

- The children will need a PE kit in school.
- Where possible PE will be outdoors.
- There will be no contact sport.
- Sports equipment will be cleaned between groups.
- Children will therefore need:
 - White T-shirt
 - Black / navy leggings or tracksuit bottoms
 - A jumper (school hoodies available but not compulsory)
 - A pair of trainers
 - Black / navy shorts for indoor PE

Equipment

- Bags can be brought to school but should only contain essential items.
- Clothes no longer need to be washed daily.
- Water bottle.
- If possible, their own liquid soap to use to wash hands in the classroom.

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Travel to school

- You are advised not to use public transport.
- Parents should only enter the site at **their dedicated time**, leaving promptly. There should be no waiting in the yard.
- Only one adult is allowed per child.
- The school site operates a one way system for children and adults:

Arrival on site: staggered start

- School has been successfully operating a one way system.
- Parents are to enter the school site via the school gate at Beverley Gardens. **PLEASE DO NOT PARK IN BEVERLEY GARDENS DUE TO LIMITED ACCESS & THE NEED TO KEEP THE AREA FREE OF PARKED CARS, TO ENSURE A SAFE ENTRANCE TO SCHOOL.**
- There will be a staggered start to the school day - between 8:40am and 9:05am. More detailed information about your child's group and your allocated time will follow.
- Please avoid arriving earlier than your designated slot to try to ensure social distancing.
- Your child's group will be designated a specific door to enter school.
- On arrival children will go straight to their classroom, stand at their desk and wait to be asked to wash their hands. Coats and bags will then be taken to the porch.
- Parents should leave the school site via the school gate leading onto York Terrace.

End of the school day: 3:00pm - 3:20pm

- Parents are to enter the school site via the school gate at Beverley Gardens. **PLEASE DO NOT PARK IN BEVERLEY GARDENS DUE TO LIMITED ACCESS & THE NEED TO KEEP THE AREA FREE OF PARKED CARS, TO ENSURE A SAFE ENTRANCE TO SCHOOL.**
- Children will leave via the same door as entering the building.
- Parents should wait in the yard.
- Parents are responsible for standing 2m apart and **MUST** follow social distancing guidance at all times.
- You should immediately leave the school site via the school gate leading onto York Terrace, maintaining social distancing.

Attendance

- School attendance is mandatory.
- It is the school's responsibility to record attendance and follow up absence.
- The school will be informed of any children who need to shield / self isolate and absence will not be penalised.
- Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, they will be offered access to remote learning.

Meals

- School meals will be available. We hope to offer a hot option.
- Packed lunches need to be brought in a hard container which can be washed at home or preferably a disposable bag.
- Packed lunch boxes will be stored in the child's classroom.
- Children need to bring their own drink for during the day and at lunch.
- Lunch will generally be eaten in the classroom. Year group bubbles will eat in the dining hall (EYFS - daily, Year 5 & Year 6 - alternate weeks)
- School dinners will be brought to the classroom door by kitchen staff / TAs.

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Breakfast Club / After school clubs

- We are currently looking at how we could possibly run a breakfast club whilst ensuring groups of children do not mix.
- **There will be no breakfast club for at least the first 2 weeks of term.**
- We recognise that a number of parents rely on this service but we can only operate a breakfast club once we know we can do so safely. Parents will be contacted as soon as we feel we are able to offer this service.
- There will be a limited after school offer during the autumn term for individual bubbles.

Social distancing

- Children will be encouraged to maintain social distancing as far as is possible and should be actively discouraged from physical contact.
- Children must follow the instructions to minimise physical contact and maintain distancing outside their sub-group. If this is not done, we will ask that the pupil is taken home by a parent/carer.

Curriculum

- Priority will be well being of pupils both mentally and with regard to health and hygiene.
- When the children first come to school they will be taught about social distancing, good hand-hygiene, good respiratory-hygiene, in-school routines, expectations and rules associated with this period of return to school in a sensitive manner so as not to overly worry children.
- The curriculum will remain broad and ambitious.
- Opportunities will be maximised to cover the most important missed content.
- There will be opportunities during the morning for outdoor learning.

Parental communication with school

- Parents are not allowed to enter the office.
- Any communication to be via telephone or email.

I recognise this is a lengthy document however I feel you need to be aware of all of the procedures our school has in place. On Friday, we will be sending out reports and information about your child's new class and teacher. Staff have been making videos to support this transition and they will go 'live' on Friday on our website. Information about your child's start/finish time will also be sent out next week. Uniform orders will be available to collect next week and information regarding collection/payment will be sent to you as soon as possible.

Please do not hesitate to contact us should you require any additional information.

Take care,

A Brinton

Mrs A Brinton
Headteacher

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