

Thursday 4th March 2021

Dear Parents and Carers

**Full Reopening of School – Monday 8th March 2021**

We have revised our operational plan / risk assessment to support the successful reopening of school on Monday 8th March. **All children are to return on that day.**

These arrangements may adapt and change over time in response to the unique individual circumstances our school will face during the rest of this academic year and the national restrictions.

**There are very few changes from the procedures used by the school**

**during the autumn term and up to the Christmas holidays.**

Our priority is always to ensure the safety and well-being of children, staff and families, that all are safe, and that the children are happy and ready to learn.

We have followed the Department for Education ‘system of controls’ which includes a set of actions we **must** take. These are designed to create a safer school by substantially reducing the risk of infection transmission. We also follow advice from our Local Authority and unions. The controls are grouped into ‘prevention’ and ‘response’ and are outlined below:

**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, Kill it, Bin It!’ approach

4) introduce 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 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.

This is a link to the DfE guidance:

[**https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\_data/file/964351/Schools\_coronavirus\_operational\_guidance.pdf**](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf)

Our basic aim remains the same – to ensure that every child at Cale Green achieves to the very best of their own individual potential in a happy, safe and secure learning environment.

**Opening Timetable**

All the children will return on Monday 8th March.

In the morning, the children will be collected at their gate / entrance by school staff. Children will not be allowed to enter using any other gate / entrance at any other time. **Only one adult** should accompany your child to school. Where possible brothers and sisters not in school should not accompany parents.

**Staggered Start Times and Locations**

**It is vital that you do not mix outside school. You must keep to the current national restrictions and maintain social distancing from anyone not in your family or support bubble as this is currently not allowed.**

For these arrangements to work it is essential that children arrive and are collected from school on time on time.

Children who arrive late will have to wait for other classes to enter the building and their classrooms so that children from separate ‘bubbles’ do not cross.

**Year 5 / 6:**

8.40am / 3.15pm - Shaw Road South / front door

**Year 3 / 4:**

8.50am / 3.25pm - Shaw Road South / front door

**Year 1 / 2:**

9.00am / 3.10pm - Meyer Street / infant side door

**Reception:**

8.50am / 3.05pm - Green Street / class entrances

**Nursery:**

8.50am / 3.00pm (Monday / Tuesday / Thursday / Friday) - Meyer Street / Nursery side door or classroom doors. Wednesday 8.50am – 11.20am / 12.30pm – 3.00pm

Parents and other visitors will not be able to come on to the school site. Sadly, face-to-face conversations between staff and parents will be limited and appointments will need to made to arrange any longer ‘socially distanced’ meetings. Contact with the school office can be made by phone or email.

**If a child leaves school during the day for an appointment,**

**they can only return to school the following day.**

Please do not drive on to Shaw Road South, Green Street or Meyer Street as there will be many children waiting outside school and it is vital that we all keep them safe. Wherever possible please walk to school.

**Class ‘Bubbles’**

Each class will operate in their own ‘bubble’. Wherever possible – playtimes / lunchtimes / moving around school - the children will remain in this bubble with their own class teacher and teaching assistant.

At playtimes and lunchtimes, the children will only play with the other children from their class bubble to minimise social contact and control infection. The playground will be zoned into 3 areas – one for each class. **Older children will be encouraged to socially distance.**

We will also operate ‘cohort’ bubbles. This means that children in the Early Years (Nursery and Reception), Key Stage 1 (Year 1 / Year 2 children), Lower Key Stage 2 (Year 3 / Year 4 children) and Upper Key Stage 2 (Year 5 / Year 6 children) will be kept apart at all times.

Resources will not be shared between the bubbles. Children in Key Stage 1 and 2 will not share any resources. They will each be given a new pack of school resources such as pencils and rulers.

Where possible the children will not share toilets with those from other cohort ‘bubbles’.

All teachers and teaching assistants will work within their own bubbles and will not work with other children. Where staff have to work with other children, (for example in the Breakfast and After School Clubs) they are encouraged to wear masks and keep 2 metres distance apart. The number of these interactions is minimised as far as possible.

**Lateral Flow Devices / Testing**

Staff now use Lateral Flow Tests twice a week.

**These are also available to parents and carers with children who attend school.** Further details can be found here, including how to get a pack of tests:

https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests

**Health and Hygiene**

**If your child or anyone in their household (including support / childcare bubble)**

**shows any sign of ill health they must not come to school.**

The key prevention measures remain:

* Isolate and arrange a test if someone is symptomatic - book a test via: [www.nhs.uk/coronavirus](http://www.nhs.uk/coronavirus) OR phone 119
* The rest of the household should also commence isolation if someone is symptomatic, trying to minimise contact and sharing spaces with the individual who is symptomatic (household isolation can cease if the test result is negative)
* Social distancing of 2m when out and about, and using face coverings in confined spaces e.g. public transport and shops
* Hand washing, regularly and thoroughly, and catching coughs and sneezes with a tissue or in the elbow – use ‘Catch It! Kill it! Bin It’
* **If you are told you are a close contact of a confirmed case, isolation for 10 days is a legal requirement.**

The children will wash their hands on entry to school, after each playtime, before and after lunchtime and whenever else necessary. Each class has cleaning resources and outside each classroom there is an automatic hand sanitiser dispenser.

**Hygiene / Cleaning**

The children will continue to be taught good hygiene processes and will be reminded to use ‘Catch It! Kill it! Bin It’.

Each classroom has a non-touch hand sanitiser dispenser at the entrance as well as wipes, tissues and cleaning materials.

There are strict and enhanced cleaning procedures with additional cleaning during the school day. Cleaning staff and Teaching Assistants will clean high frequency contact areas such as door handles, bannisters, desks, chairs and equipment throughout the day. All resources will be thoroughly cleaned at the end of the day and there will be additional cleaning throughout the school.

**Classroom Organisation / Movement around School**

In each classroom (apart from Early Years) the children will sit in pairs at their own table, in rows, with their coat on the back of their chair, resources on the side of the table and lunchboxes on the floor next to them.

In the Early Years, we have changed the layout of the classroom so that there are two separate classes and have adapted our resources so that the children still have access to all of the provision.

Corridors and doorways will be marked with tape and signs and the children will be reminded which way they should move around school, how to do so as safely as possible and where they can go at playtimes and lunchtimes.

**Staggered Playtimes / Playground Zones:**

All classes will have playtimes at different times during the day and the children will play in separate zones. All children will also have an extended morning break and an afternoon break.

**Staggered Lunchtimes / School Meal Provision:**

There will be 2 lunch settings. Children will have their lunch in the classrooms and have staggered access to the playground. The children will remain in their separate zones in the playground:

* Nursery / Reception / Year 1 / Year 2: 11.30am – 12.30pm
* Year 3 / Year 4 / Year 5 / Year 6: 12.30pm – 1.30pm (with staggered access to the playground)

Children who have a free school meal will be provided with a hot ‘grab bag’. A choice will be provided each day. All the children who have a school dinner will choose each morning. Children with packed lunches should bring theirs to school as usual.

**Snacks / Drinks:**

In the Reception and Nursery classes the children will be given a snack. However, in the rest of the school, children will be able to bring their own snacks. These should be healthy and nut free. There are also days when fruit, toast and bagels are available

Children should bring a water bottle to school with them. Water bottles **must only contain water. These** can be refilled during the day. They must be taken home every day.

**Uniform / School Bags / Equipment**

**The children should wear school uniform. However, we do understand that they might have grown out of some it since Christmas therefore our policy will be slightly ‘relaxed’ until Easter.**

The cloakrooms will remain closed. On the days when your child has PE, they should come to school in their PE kit.

We are encouraging as much learning as possible to take place outdoors. In colder weather please ensure your child has a waterproof, warm coat / jumper / etc. All the classroom windows will be open every day so it could get a little colder than usual.

The children are not encouraged to bring a bag to school other than our school bags, which are ideal, as they are not too big. All bags and coats will be kept on the back of children’s chairs.

Any other bags other than lunch boxes should not be brought to school - no further equipment such as toys can be brought into school from home. **All the children will be provided with a pack of their own resources so they will not need a pencil case.**

**Breakfast Club / After School Club**

The Breakfast and After School clubs will resume on Monday 8th March. Places must be booked and paid for in advance. Places will be limited because children are allocated their own seat and ‘zone’ in the hall. Breakfast club will open at 7.45am with the latest entrance being 8.15am.

The After School club will finish at 5.30pm as the hall, all the tables and all the resources will need cleaning in preparation for the Breakfast Club the following day.

**Online / Remote Learning**

The children will continue to access the full curriculum. There will be additional time to support the children’s emotional health and well-being.

During the next few weeks, the teachers will be informally assessing any gaps in the children’s knowledge and deciding on what is the most important content the children now need to cover.

In the event of self-isolation or class closures, remote / online learning, which closely follows the learning taking place in school will be available from the first day of absence.

All homework (apart from reading) will take place online using the class pages on the website, and resources such as Education City, My Maths, Spelling Shed and Times Tables Rock Stars with which the children are now familiar.

Sadly, school assemblies cannot take place in the hall, therefore they will still take place ‘virtually’. Parents and carers will continue to be invited to our Family Assembly on a Friday.

The children will all have opportunities to continue to use the skills they have learned during the last lockdown so that they remain familiar with logging on and will still have access to ‘live lessons’ so that in event of lockdown they will be able to ‘log on’ at home independently.

Finally, we have learned from the previous lockdowns that our practical protective measures will help us all to manage the challenges of the coming months. These plans will be reviewed regularly and in response to further government instruction / guidance.

Once again, we would like to say thank you to all our families and children. Your kind messages of support have meant so much to us all. We are proud to be a part of such a remarkable, strong and supportive school community, ‘Learning and Living Together’.

Yours sincerely,

K. Irshad

Chair of Governors

S. Dunkley

Vice Chair of Governors

David Marshall

Headteacher

