

Friday 17th July 2020

Dear Parents and Carers

**Full Reopening of School – September 2020**

We have completed the operational plan to support the successful reopening of school in September. This letter will share with you the important new ways our school day will be structured so that the children are safe, happy and ready to learn.

Our priority when designing the plan has been to ensure the safety and well-being of children, their families and staff on return to school.

We have followed a ‘system of controls’ which includes a set of actions our school must take. These are grouped into ‘prevention’ and ‘response to any infection’ and are outlined in more detail in the sections 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 guidance schools have received:

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

So much has changed since March however 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.

Our biggest challenges to come in September is to catch up on progress, reintegrate back into school life and to support the children’s emotional health and well-being.

These arrangements will adapt and change over time in response to the unique individual circumstances our school will face during the coming academic year.

**Opening Timetable**

All children should attend school from the beginning of September.

Although we have been open to Early Years, Year 1, Year 6 and Key Worker children since June there are still around 200 children who haven’t attended school since March. To ensure a smooth transition into school so that the children have the opportunity to learn about their new routines we will be following the Local Authorities guidance to take 3 exceptional days at the beginning of term. In this way we can introduce the new arrangements gently and sensitively to the children.

**Opening Pattern**

**Tuesday 1st September:** Staff INSET day (safeguarding / managing medical needs / update on operational plan

**Wednesday 2nd September:** Year 1 / 2 only – to allow for the successful transition from the Early Years to Year 1

**Thursday 3rd September:** Year 1 / 2 + Year 3 / 4

**Friday 4th September:** Year 1 / 2 + Year 3 / 4 + Year 5 / 6

**Monday 7th September:** All children in from the beginning of the week.

If your child is in either the Nursery or Reception class, you will receive another letter detailed the usual arrangements for Early Years induction early next week.

**Staggered Start Times and Locations**

For these arrangements to work and for children to be kept in their bubbles it is essential that children attend school and are collected on time.

**Year 5 / 6:**

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

**Year 3 / 4:**

8.55am / 3.30pm - 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:**

9.00am / 3.0pm - Meyer Street / Nursery side door or classroom doors

The children will be collected at the gates by school staff. Children will not be allowed to enter at any other gate at any other time. **Only one adult should accompany your child to school.**

It is vital that we maintain social distancing both outside and inside school as far as possible. 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 maintain social distancing outside and please do not drive on to Shaw Road South, Green Street or Meyer Street as there will be lots of children waiting outside school and it’s vital that they are safe. Wherever possible please walk, cycle, scoot, hop or skip to school!

**Class ‘Bubbles’**

Each class of up to 30 children 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 lunch times the children will be encouraged to play just with the other children from this group so as to minimise social contact and control infection. The playground will be zoned into 3 areas – one for each class.

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.

**Health and Hygiene**

**If you suspect your child has any form of illness they must not be brought to school.**

The key prevention measures remain:

* Isolating and arranging a test if someone is symptomatic (book a test via: [www.nhs.uk/coronavirus](http://www.nhs.uk/coronavirus) OR email [testing@stockport.gov.uk](mailto:testing@stockport.gov.uk) OR phone 119)
* The rest of the household should also commence isolation is 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 mixing with other households, or 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
* If you are informed that you are a close contact of a confirmed case, isolation for 14 days is required. This allows for the incubation period of the disease and helps to break the chain of transmission.

In New Zealand children have used a video around ‘moist breath zone’ and we will also share that with the children. This link takes you to the song:

<https://www.youtube.com/watch?v=yZvtoVrykb8>

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. The children will wash their hands on entry to school, after each visit to the toilet and the playground and at least each hour.

Each classroom has a non-touch hand sanitiser dispenser at the entrance and each classroom has 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 toilet cleaning.

**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 kept the new the layout of the classrooms 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 shown which way they should move around school and how to do so as safely as possible.

On their first day in school during the first week back the children will be shown how to move around school safely 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 on a Monday what they would like for the week (we still have ‘Fishy Friday!). Children with packed lunches should bring theirs to school as usual.

A menu will be provided next week with the newsletter on Wednesday.

**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. Bagels will be provided from the week beginning Monday 7th September (sadly, volunteers will not be allowed on site to prepare them – the staff at school will do this).

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

**Uniform / School Bags / Equipment**

**Uniform returns in September – although it is still recommended that it is washed every day.**

The cloakrooms will remain closed so on the days when your child has PE they will be able to 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 will be allowed to bring a bag to school if they need to. Our school bags 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**

Breakfast Club will resume on Monday 7th September. Places must be booked and paid for in advance. Places will be limited as children will be allocated to 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 restart on Monday 14th September. There has been an increase in cost to £8.00. Again, places must be booked and paid in advance.

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

A letter detailing arrangements for both clubs will be sent out next week.

**Online / Remote Learning**

Home learning, in anticipation of further school closures, will continue via our homework pattern.

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 so therefore they will take place ‘virtually’ through our online platform – Google Meet / Google Classroom.

The children will all have an opportunity each week to become familiar with logging on and will have access to ‘live lessons’ so that in event of lockdown they will be able to ‘log on’ at home independently.

**New Classes in September**

On Tuesday next week your child’s new class teacher will post a video message on to their current class website page – introducing themselves and welcoming all the children to their new class. Keep a look out for this!

During our INSET days next week the staff will be holding detailed handover sessions with your child’s new class teacher so that they can plan an appropriate ‘recovery curriculum’ for each individual child.

Finally, the practical protective measures we have created 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. We really are a remarkable and a strong, supportive school community ‘Learning and Living Together’.

Yours sincerely,

K. Irshad

Chair of Governors

S. Dunkley

Vice Chair of Governors

David Marshall

Headteacher

