

**The Croft Primary School**  
**Parent Guidelines on Wider Opening of Schools**  
**March 2021**



Following further guidance from the Government and after carrying out a detailed risk assessment, we are able to open the school to all our pupils on Monday 8<sup>th</sup> March. We are very much looking forward to welcoming our pupils back.

As always, our first priority at The Croft is to keep your children safe and happy and protect their mental health and wellbeing. We pride ourselves on our family atmosphere and community spirit and we, of course, will make the experience as enjoyable as we possibly can. To ensure that we can adhere to the guidance and attempt to control the transmission of any potential infection amongst our school community, a detailed risk assessment has been carried out.

The following guidance has been devised to help you and us minimise the potential risk of transmitting the virus.

#### **Arriving & Leaving School**

- All children must be accompanied to school, and collected by one adult only
- Entrance to the school site will be via the playground gate
- Please note that this is a narrow entrance & social distancing is to be adhered to at all times
- There will be a one way system in place - you will be asked to leave the school site via the field gate
- Children will be given a specific arrival and collection time. This is to manage the number of children and adults on our playground at any one time (please see table below)
- The children are to remain by your side on the playground until they are able to enter the school building - all children to be closely supervised. This needs to be enforced even during quieter periods on the playground
- The children will not be lining up before they enter school, members of staff will be at your child's designated door during the 5 minute slot to greet your child. Doors will be clearly labelled to avoid confusion.
- Please do not linger on the school site when you have dropped/collected your child
- The use of the outdoor play equipment is strictly forbidden
- If you have two children at different time slots, please take your children to the latest slot
- Your child will be dismissed at the end of the day, from the same door they entered through. Please arrive during the designated 5 minute slot to avoid congregating on the playground.

- The one way system remains in place at the end of the day.

### Start & Finish Times

Start/Finish Time	Class	Door
8.50 am- doors open 8.55 am - 3.15 pm (doors open at 3.10)	1 3 6	Class 1 door Between Class 3 & 4 Between Class 5 & 6 (back playground)
8.55 am - doors open 9.00 am -3.20 pm (doors open at 3.15)	R 2 4 5	Reception Class 2 door Between Class 3 & 4 Between Class 5 & 6

### Children Coming to School

- Children should come to school in clean school uniform
- Children with long hair should have it tied back
- Children should not bring a school bag or pencil case to school - we will provide them with the equipment they need
- Children need to return their school reading book and reading diary when they return to school and bring on specified days - you will be informed about these by the class teacher
- Children who wish to have sandwiches must bring them in a labelled lunch box.
- Children also need to bring a filled, labelled water bottle to school each day
- If children want to bring their own hand sanitizer with them, they can as long as it is clearly labelled with their name, and they can use it without any support.
- For the Spring Term, the children will have one PE lesson per week, and this will be delivered by a sports coach outside. On their PE day, they will need to come into school in their PE kits.

This consists of:

- Trainers
- A plain white t-shirt
- Plain, dark shorts
- Plain, dark tracksuit bottoms
- Their school jumper or cardigan
- PE will commence on week beginning 8/3/21. Your child's PE day is as follows:

Monday am	Monday pm	Wednesday am	Wednesday pm
Year 4	Reception	Year 6	Year 2

## The School Day

Your child will be working in their class bubble and they will be based in their classroom for the majority of the day. There may be times when they need to work in another room, but there will be a strict cleaning regime in place to ensure that any room your child works in is cleaned before and after use.

We will endeavour to ensure that they are taught by their class teacher for the majority of the time. However, there will be at least 1 session a week where the class is covered by another member of staff, in order to allow for the class teacher to have their statutory PPA time. This is allowed under recent Government guidelines.

We will be encouraging the children to social distance as much as possible. The children will be sharing a table sitting side by side and all the children will be facing the front. They will have access to their own resources which they will use everyday. Any shared resources between bubbles will be cleaned down between use.

In line with the guidance, throughout the school day, the staff will be routinely cleaning down surfaces, toilets and key touch points. Although the staff will obviously be working closely with your child to support them, they will not be as physically close to them as before the school closures. This is to ensure the safety of both your child and the staff.

Despite our very best efforts, it is important to note we cannot guarantee that the children will always socially distance. We will always do our very best to enforce this but we are sure you will all understand how difficult this will be with small children. We will however, ensure that the children will not be mixing with other bubbles.

We will be encouraging children to have good hand hygiene throughout the school day and following the Catch it, Bin it, Kill it procedures with coughs and sneezes. If you could reinforce these guidelines we would be very grateful.

It is imperative that we maintain a rigorous handwashing routine. We would ask that you support this at home in order to help prevent the transmission of the virus. The children will be washing their hands (or using the hand sanitizer provided) at different points throughout the day:

- Before leaving home
- On arrival at school
- After using the toilet

- After breaks and sporting activities
- Before eating any food

### **Lessons & Activities**

Lessons and timetables will be as normal as possible for the children this term.

For the remainder of the term, the children will be taught a 'recovery curriculum that has been designed by staff to support pupils wellbeing and continue developing children's knowledge, understanding and skills in literacy and numeracy in the first instance.

Lessons and activities will cover the most important National Curriculum objectives for their year group.

The children will no longer take part in a daily assembly in the school hall. Instead, the class teacher will be delivering class assemblies within the classroom with a virtual whole school assembly each week.

### **Lunchtimes and Playtimes**

During playtimes and lunchtimes, the children will remain in their bubbles. The playground will be zoned and they will only be able to remain in their designated zone. Lunchtimes will be staggered to ensure that no bubbles mix within the hall. This will also be the case for playtimes. Between sittings the tables will be cleaned down and the children would have thoroughly washed their hands.

Toast will still be available to buy as a mid-morning snack. The cost is 20p per day. If you wish for your child to have toast we are asking that it is paid for the half term in advance. For the remainder of this term you will need to send in £3.80 - if you did not send any money on 4<sup>th</sup> January. This will reduce the need for children and staff to handle money. If you send a healthy snack with your child, as an alternative option, please ensure that it is in packaging that they can access themselves.

### **Out of Hours Provision**

The Croft Out of Hours club will be operating from the 8<sup>th</sup> March . Parents need to check with the Out of Hours manager, Christine Fryer, that they have been allocated their required sessions. Out of Hours will operate normal times. We ask that parents drop and collect children from the main entrance. A member of staff will greet the children at the door, as parents are no longer able to access the school building. Please adhere to social distancing while waiting in the entrance hall for your child.

### **How you can help us**

Prior to your child starting back at school on Monday 8<sup>th</sup> March, it would be helpful if you could prepare them by talking to your child and remind them what social distancing means and how this may look like in school and some of the changes in routine.

It is recommended that children do not need to wear facemasks when attending school. However, if you feel strongly that you feel your child should wear a facemask then you will need to contact the office in order to get a consent form.

We are asking parents to wear a face covering when they drop their child off and collect them from school.

Please do not congregate on the school playground and by the school gates. We are all trying to set the children a good example and they mirror our actions. Can we also remind parents that the school field and play equipment is currently out of bounds.

### **What happens if your child displays symptoms?**

Your child should not attend school if they or anyone in your household is displaying the following symptoms:

- A new continuous cough
- A high temperature
- A loss or change to their normal sense of smell or taste

For detailed guidance on what actions you need to take please see <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

If your child develops these symptoms whilst at school you will be contacted immediately and asked to take them home and isolate for 10 days and/or take them to be tested. If tested, please inform the school of the result. If tested, they will not be able to return unless the result is negative.

At The Croft, we recognise you may feel anxious about your child returning to school. We hope that the information in this letter has detailed how we will endeavour to keep you child safe. Please also be aware that this information is in line with the current government guidance. Our aim is to keep you informed about any changes that may take.