



## March Re-opening 2020-21

### *What you need to know*

We are delighted with the Government's decision to open all schools from March 8<sup>th</sup> 2021. We have missed our school family being together and all staff and governors are excited for everyone to return.

The school is currently developing a clear plan of transition for all of the pupils, considering the timetable of the day, the expectations of the children with regards learning and opportunities for them to reconnect with their peers and adults in school. I would like to assure you that all decisions made, will be carefully considered and with the children's best interests at heart.

We will be pulling elements from the Recovery Curriculum, which we introduced in September, using the key principles that worked so well in the autumn term. Our key focus will be on pupils' mental health and wellbeing - ensuring a feeling of safety and security within their setting and the opportunity to reconnect with their peers. Learning opportunities will initially assess the pupil's knowledge and skills gained from remote learning this past term, in order to effectively plan the next steps and guide and accelerate progress.

Further information around what this will look like will be sent home to families before the children return.

As Senior Leaders in school, we have scrutinised guidelines issued by the Government and Local Authority and are now ready to share with you how Redfield Edge will operate from March 8<sup>th</sup> 2021 (just like before Christmas).

### **School Structure**

- The teachers will be teaching their own classes in their own classrooms just like before Christmas. Support staff will be supporting in classrooms as well as taking children for 1:1 and small group intervention.
- In order to minimise contact between large numbers of pupils, **the children will remain in their Pods**. A Pod is able to mix and share spaces whilst abiding by social distancing expectations where possible in school. In March, the Pods will be as follows.

Pod A	Holly Class Pupils
Pod B	Hazel and Pine Class Pupils
Pod C	Willow and Beech Class Pupils
Pod D	Maple and Oak Class Pupils

- **Staggered starts** – in order to minimise contact between groups of pupils, it has been advised staggered start and finish times continue until further notice. Each Pod of children will have their

own start and finish time and will enter and exit through their own gate / main office allocated for that time (please see timetable attached).

- **Parents to wear face coverings at drop off and collection.**
- It is crucial **children arrive at their allotted time**. Children who are late, will be required to wait until ALL other Pods have entered the school building before they are allowed in. Late arrivals via the school office **will not** be an option unless previously arranged. If a child arrives past 9:05am (when the gates are closed), they will have to enter via the school office and will be marked as late.
- We understand siblings may have different times. However, unless they are in the same Pod, they will not be permitted to enter school together as there is an unessential contact to other Pod members.
- The best form of **communication for parents to school is via the school office** through phone (01454 867165) or email ([enquiries@redfieldedgeprimary.co.uk](mailto:enquiries@redfieldedgeprimary.co.uk)). This is to reduce any congestion on the gate in the morning at drop off time.
- All class teachers are entitled to 10% of their time (one afternoon) dedicated to Planning, Preparation and Assessment. **This time will be covered by Higher Level Teaching Assistants** (the same as previous years). Government and Local Authority Guidance has specified adults moving from Pod to Pod is allowed although we have minimised this to as little as possible.
- **Breakfast Club will continue, as will after school provision Monday to Friday**. Parents will need to **pre-book in advance** due to limited spaces. Children will not be admitted into Breakfast Club or after school club if they are not on the pre-booked list as this needs to be a controlled, organised environment. Our wrap around care will be organised to ensure as little cross contamination between Pods by using Pod tables and Pod play boxes and Pod groups.
  - **Breakfast Club begins at 7:45am** and booking for this service through the school office is now open.
  - **Afterschool Club runs until 5.30pm** and you can go ahead and book a place.
- **Staff led afterschool clubs** will not run for the remainder of Term 4, however we will be keen to set these up for Term 5. Please look out for further information about this in due course.
- **School dinners** will need to be booked and paid for in advance. If you would like your child to have a school meal when they return, go ahead and book now. The sooner we know numbers, the better.

### **Preventing the spread of infection**

Local Authority Guidance - "COVID-19 is **spread through respiratory droplets generated by coughing or sneezing and through contact with contaminated surfaces**. Coughing and sneezing can increase the risk of aerosol spread causing droplets to spread at least 2 metres. The virus enters another person through eyes, nose and mouth either directly from aerosol droplets or from hands contacting contaminated surfaces then touching the face"

In order for school to reduce this risk, the following measure are in place.

- **Minimising 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 come to school.
- **Cleaning hands more often than usual** - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered. Wall-mounted sanitiser stations are now situated around the school and children are encouraged to wash their hands on entry and exit of the building, before and after food and toileting.

- **Ensuring good respiratory hygiene** by promoting the 'catch it, bin it, kill it' approach – posters are situated around school and regular reminders are given to children throughout the school day. **Continued enhanced cleaning**, including frequently touched surfaces often using standard products, such as detergents and bleach. Regularly touched surfaces are cleaned every 2 hours; computer stations wiped before and after use; light switches and door handles sanitised during lunch hour as well as at the end of the day.
- **Increased ventilation to replenish air in classrooms.**
- **Reduce the hand contact surfaces touched by individuals** e.g. one person one laptop, seating plans which enable the sharing of desks etc.
- **PPE will be worn by staff when they are tending to a pupil in need** of first aid or supervising a pupil in our Isolation Pod who is showing symptoms of COVID-19 and awaiting collection (mask, apron and gloves). Cleaning staff will also be required to wear PPE.
- **All staff are required to wear a face covering in communal areas around school and whilst welcoming and dismissing children on the school gate. Wearing a face covering whilst in the classroom is optional.**
- **PPE bins are situated around the school** and staff/cleaners have been trained on how to remove and dispose of PPE safely.
- **Contact tracing registers** will be maintained and kept up to date. This enables us to operate effectively and for PPA to be workable. We understand teachers/providers will need to work with more than one class and their movements will need to be logged.
- **Lateral Flow tests** are currently being carried out bi-weekly by all staff in school to help to identify asymptomatic cases.
- The Local Authority has produced scenario flowcharts to explain how to reduce and control the spread of infection when staff and pupils (in limited scenarios – transport/wraparound care) may have to move between Pods; these will be used within school when needed.

### **Minimising contact between Pods and adults**

- **Minimising contact and mixing Pods** by altering the environment (such as school layout) and timetables - staggered break times and contact between Pods.
- Our school environment has been organised so pupils' **adhere to social distancing rules where possible**. For example, corridors have been cleared to maximize space; unessential furniture has been removed from classrooms; and hazard tape and signage around school encourages our school community to move around the school as safely as possible.
- During lunch and playtimes, **Pods will be allocated zones outside** to allow freedom of movement within these zones whilst keeping Pods separate.
- **During lunchtimes**, some children will eat in the hall whilst others will eat in their classrooms. This is to minimize the number of children using the same shared space and allowing time to thoroughly clean between sittings.
- The school will not be conducting pod assemblies during this time. Virtual assemblies however, will continue in pods and to celebrate the children's efforts on a Friday.
- Shared areas will be cleaned between each Pod's use (library, intervention rooms and school hall).
- Classroom layout will be organized by each class teacher following guidelines from Government and Local Authority. In certain age categories it is appropriate for front facing desks however, with younger children it is felt table groups are important to enable the development of social skills.
- Using the Pod approach, this enables us to share resources/equipment more widely, giving the children greater opportunities in curriculum areas such as PE, Art, Music etc.
- We will continue to **limit the number of items pupils bring into school** (essential items only). Children will be allowed to bring a bag, a PE bag and coat. Items which are already provided by the

school must not be brought into school, i.e. pencil cases etc. Cloakrooms will be operational (single Pod us only).

- **Homework record books and reading books will continue to go in and out of school.** Reading books will be issued on a Monday (where appropriate, two books may be issued). All books will then be handed in on a Friday to be quarantined over the weekend. Ebooks will be available to read over the weekend period. Children will be encouraged to read their own books where possible.
- To **minimise children sharing frequently use items** (pencils, rulers etc), a learning pack for each child will be provided with all these items and will stay with that child.
- **Face to face meetings** with parents will only take place in exceptional circumstances and virtual methods will be used when appropriate.
- **Visitors to the school will be asked to complete a COVID symptom questionnaire and have their temperature checked.**

### Other important information

- Any child displaying the following symptoms should not attend school but remain home and isolate for 10 days.
  - **a high temperature (+37.8°C or hot to touch on chest or back)**
  - **a new, continuous cough**
  - **a loss of, or change to, their sense of smell or taste**

A test can be requested at the following websites.

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-an-antigen-test-to-check-if-you-have-coronavirus/>

<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

If a test result is negative, the child can return to school.

- We are required to **report any confirmed cases** to the Local Authority so they can provide a swift and supported response.
- A **confirmed case of COVID-19 will result in the closure of a Pod** and all pupils and adults within the Pod will need to isolate for 10 days.
- A **whole school closure** will take place in the event of an outbreak within the school (across more than one Pod) and be reported to Public Health England South West health protection team.
- We would also contact Education Learning and Skills Team to consult before any communication is allowed to be sent out to parents as a decision to close or partially close needs to be agreed at Local Authority level.