



Four Lanes Community Junior School

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4th September 2020

Plan for Re-opening To All Pupils in September

Dear Parents

I am looking forward to welcoming your children back on Monday and thought that it may be helpful to resend you the rules and procedures that will be in place, which I originally sent out in July. I appreciate that there have been many updates and media discussions over the summer and I have updated any relevant information within this document (regarding transport and face coverings).

I apologise for the length of this but I wanted you all to have as much information as possible that you can also share with your child if you feel it would be helpful. I have written it as a series of questions so that you can hopefully find information easily.

Context

The plan has been drawn up in line with the most recent Government Guidance

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools> which was issued on the 2nd July. The core part of the guidance is that children should continue to be taught in 'Bubbles' which we have decided will be Year Groups. These groups will not be allowed to mix with the other 'Bubbles' and appropriate social distancing, handwashing and the non-sharing of equipment is still required to ensure the full return to school is as safe as it possibly can be for the children, staff and wider community.

Government information for parents can be found via this link <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>.

Does my child have to come back to school?

Yes, the Government have stated that 'It is vital that children and young people return to school and college - for their educational progress, for their wellbeing, and for their wider development. School and college attendance will again be mandatory from the beginning of the new academic year. For parents and carers of children of compulsory school age, this means that the legal duty on you as a parent to send your child to school regularly will apply.' The only exception to this is where Public Health Advice related to a case/suspected case of Covid-19 is being followed (further details below) and parents will be required to inform the school of this.

What will happen if there is a suspected or confirmed case of Covid -19 at the school?

There are very clear procedures for this and they form a core part of our Risk Assessment. Testing is now available for all children over 5 who are displaying symptoms and Parents will be expected to engage with the NHS Test and Trace system. The Government Guidance states that parents can support the school by

- ensuring that anyone who has coronavirus (COVID-19) symptoms, or has someone in their household who does, does not attend school or college - this means if your child, or someone in your household, has symptoms you should not send them to school or college
- engaging with the NHS Test and Trace process so that cases can be identified and action taken - this means if your child develops symptoms, you should arrange for them to [get a test](#) and you should inform your school or college of the results of that test. If the test is negative, the child will be expected to return to school.

If there is a confirmed (positive) case parents will be advised to follow the 'stay at home' guidance for households <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance> The school will be required to contact the local Health Protection Team who will advise us on the actions we need to take, including informing those who have been in close contact with the confirmed case.





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If there is a confirmed case, will my child's 'Bubble' be sent home to self-isolate?

Yes, although the school will be directed by the local Health Protection Team in making the decision as to which exact groups will be required to self-isolate. If this does happen, home learning will resume for this period.

How can I be sure that the school is following all the required health and hygiene procedures?

We have spent a great deal of time looking at how we can make the school as safe as possible. All classes will be issued with additional hand sanitisers and anti-bacterial wipes, sprays and cloths. Extra cleaning will continue to be undertaken, doors etc will be propped open where safe to do so. A full risk assessment has been undertaken in line with the Government and HCC recommendations and is reflected in these FAQs.

Will my child be expected to wear school uniform?

Yes. Usual school uniform policy applies. The Government advice is that uniforms do not need to be cleaned any more often than usual. See below in regards to PE days.

Can my child wear a mask/face covering?

No. The current Government guidelines continues to state that primary school children do not need to wear a face covering.

What are the drop and collection arrangements/times for my child?

We have finalised the timings and these are given in the tables at the end of this document.

Where will I be able to drop off and pick up my child?

In order to keep our school site as safe as possible and to prevent the potential for adults gathering without appropriate social distancing we will only be allowing Year 3 and 4 parents on site. **We ask Year 3 parents to wait outside the ball court by the benches and Year 4 parents to wait on the playground, ensuring social distancing is adhered to.** Teachers will meet and pick up children from the identified area. We ask all parents of Year 5 and 6 children to arrange a place to meet **away from the school gates (unless a parent of a specified vulnerable/SEN child).**

Only Blue Badge holders/ authorised users will be permitted to drive onto site. It is currently recommended that children walk or cycle to school. When this isn't possible, parents should transport their own child ONLY.

Will my child be able to play with their friends at break time?

We want the children's time back in school to be as positive and meaningful as it possibly can be and we recognise that playtime is a really important part of this which is why we have opted for Year Group 'Bubbles.' However, we will still be encouraging the children to maintain as much distance as possible when playing and avoid holding hands/hugging and games which involve touching (such as tag) will be actively discouraged initially. We hope to be able to relax this but are eager to start off with quite strict controls which can be easily scaled back rather than the other way round.

Will my child be taught by any different teachers?

The new regulations allow staff to teach across different 'Bubbles' and so your child may be taught by different teachers and support staff throughout the week. This will include on the afternoon that your child's Year Group's teachers have their PPA (Planning, Preparation and Assessment) time.





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What will my child be learning once they are back in school?

Our plan is to deliver as broad a curriculum as possible, within the hygiene and safety regulations which impose restrictions on equipment use and how the classrooms can be set up. Teachers have already been working on our curriculum for September and once the children are back and settled, we will be able to plan which aspects of learning we need to really focus on. We know that there will be aspects of learning that the children have made great strides in at home and other areas that we may need to revisit and spend more time on and we will be taking a flexible and needs based approach in September. Some other lessons which require the sharing of equipment will also have to be adapted. However, by having Year Group Bubbles, we will be able to deliver the whole curriculum.

Will my child be able to play sports etc?

Initially, until the regulations fully change, we are not allowed to offer contact sports although there will be a small amount of equipment that can be easily cleaned immediately afterwards. PE will initially involve activities such as circuits that do not need equipment that is handled. **You will be told next week which days your child will be doing PE. If they are doing PE in the morning, they can come in their kit and bring their school uniform in to change. If doing PE in the afternoon, they will be required to wear their school uniform and bring their PE kit in to school. They will then return home in their PE kit.**

What will be different when the children return?

There will be lots of differences unfortunately as we have to adhere to the principle of keeping each group apart and reorganising the classroom to ensure as big a social distance as possible; we feel we need to manage the children's expectations about how it has to be. They will be expected to wash their hands very frequently and they will only be able to use the toilets one bubble at a time and with adult supervision to limit cross-bubble contact. We will encourage the children to adopt appropriate social distancing as appropriate, although the rules about them being closer in class have been relaxed from September. Your child experienced a change in table organisation when they came in this week so that the plan is more familiar to them in September.



Whole school assemblies etc are still not permitted but we will try hard to find ways to connect together across the classes. It is also important that we can reward 'Wow' and other certificates so we will find ways to ensure this happens.

Will my child be allowed to bring a mobile phone to school?

No. Unfortunately we cannot have these brought into school unless there are exceptional circumstances on a specific day and would ask that a parent contact us if this is the case. Phones have only ever been allowed for Year 6 and always had to be handed in to the school office but we cannot safely store these at the moment. It is not appropriate for them to be kept in bags for a number of reasons. If your child does not arrive at school as expected, we will always contact you.

What equipment will my child need?

None, we will provide each child with their own pencil case of equipment which will be kept in their tray on their individual table, no pencil cases need to be brought into school but children can bring them in if they would like. Equipment from home will not be able to be shared. Each child will need a water bottle but it **must have a sports' cap to prevent water getting spilt on the desk/work (no 'Chilly Bottles' please).** Book bags will need to be brought in but NO LARGE BAGS please.





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Will there be hot lunches?

Yes, they can order a school lunch as usual or bring a healthy packed lunch in a wipeable lunchbox.

Where will lunches be eaten?

Lunches will be eaten in the hall on a 'sitting' basis (although if it is nice weather after the first week, they will be able to sit outside as usual). This has proved very tricky to organise and it means that some children will have a very early lunch and others, a late slot.

How long will children have to eat lunch?

We have planned each sitting to be for 20 minutes, with cleaning taking place between each one. Children will sit in table groups with children from their class. With four Year Groups to get through this means that lunchtime will last 90 minutes. The children's lunchtime will be 45 minutes initially but teachers will plan in another outdoor session at another point during the afternoon.

Can my child bring a healthy snack for mid-morning as some lunchtimes are later than usual?

Yes, we would really encourage the children to have a healthy snack for breaktime. This should be **fresh fruit or vegetables or pure dried fruit** (not the wafers or pieces as these have added sugar). Cereal bars or other snacks are not allowed. All snacks should be put separately from their lunch (in their bag) so children don't have to go in to their lunch box to retrieve it. The snack trolley will not be available.

Will the usual extra school events be able to take place?

We have made the decision not to run trips at the start of the Autumn but will review this in September once we are back and the national picture on infection rates etc is clearer. Other school events will be looked at individually to see if we can find a way to make them happen.

Will Breakfast and After-school Club be running?

Yes. We understand that this facility is vital to some parents. However, there will also be some changes to the way this is organised, particularly in regards to maintaining year group bubbles and breakfast times. A separate communication will come out before the start of term to let parents know about these changes.

Will other clubs and music lessons run?

Unfortunately, we have made the decision not to offer clubs for the first Half Term at least. We will review this when we are back in September and will aim to reintroduce these as soon as possible/practicable. We are currently looking at how we can safely accommodate music lessons. If you have expressed an interest you will receive a letter later next week.

What about Parent Helpers?

Initially, we will not be asking for parent helpers to come into school. However, if you think you would like to help at some point, we can process DBS Checks at the start of term so that we are 'good to go' as soon as we are able to invite parents and volunteers in again – hopefully after October half term.

What if I need to bring medication into school or raise a concern/speak to the teacher or Mrs Martinez?

The school office will not generally be open for visitors; however, arrangements can be made for medication to be handed in. We will continue to be on the end of the telephone and will be very happy to talk through any concerns as always. In exceptional circumstances, an onsite meeting will, of course, be arranged taking into account social distancing measures.





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Drop off and Collection Arrangements

FIRST DAY ONLY – 7TH SEPTEMBER

| Year | Start | Finish | Arrangements * |
|------|--------------|--------|--|
| 6 | 9.00-9.05 | 3.35 | Drop off and collect child at pre-arranged place outside the premises and away from the school gate unless your child has a particular SEN/vulnerable need of which the school is aware. |
| 5 | 8.40-8.45 | 3.15 | |
| 4 | 9.20 | 3.25 | Parents to wait on the main playground ensuring social distancing is adhered to. |
| 3 | 10.40 | 3.05 | Parents to wait in front of the ball court, by the benches, maintaining social distancing guidelines. |

Please only arrive at your allotted time. Do not enter before or after the allotted time. Unfortunately it will not be possible to drop off siblings at the same time or to stay on the premises to wait. We are sorry for any inconvenience this causes.

FROM 8TH SEPTEMBER UNTIL FURTHER NOTICE

* Drop off and collection arrangements as above.

| Year | Start | Finish | Break | Lunch 45mins | Lunch sitting |
|------|-----------|--------|-------------|--------------|---------------|
| 6 | 9.00-9.05 | 3.35 | 10.40-10.55 | 12.30-1.15 | 12.50-1.05 |
| 5 | 8.40-8.45 | 3.15 | 10.20-10.40 | 12.20-1.05 | 12.30-12.50 |
| 4 | 8.50-8.55 | 3.25 | 10.40-10.55 | 11.45-12.30 | 12.10-12.30 |
| 3 | 8.30-8.35 | 3.05 | 10.20-10.40 | 11.45-12.30 | 11.45-12.05 |

Thank you to everyone in advance for reading and adhering to our arrangements. By conforming to all the above plans, we can ensure the continued safety, confidence and wellbeing of all our children, families and staff.

I look forward to seeing everyone on **Monday 7th September.**

Yours sincerely

Mrs C Martinez
Headteacher

