

Returning to school in September

We currently expect all children to return to school in September. The first day of term for all classes other than Reception is Thursday 3rd September.

Following the publication of Government guidance on the reopening of schools in September, we have prepared the following information to help you to prepare and to let you know what to expect in terms of procedures in school. I know that there is a lot of information here, and I do apologise to be sending you so much, but we have had to make a lot of changes to our normal procedures in line with Government and Public Health England advice.

More information for parents and carers about education and childcare can be found at the following web link:
<https://www.gov.uk/coronavirus/education-and-childcare>

The information below outlines measures we are putting in place to keep you, your children and our staff as safe as we possibly can.

Parents **MUST NOT** send their children to school if they have coronavirus (COVID-19) symptoms, a cough or temperature, have lost their sense of smell or taste or have tested positive in the last seven days, or if a member of the household is displaying any symptoms. If a child comes to school with any of these symptoms, or develops them during the day, they will have to be collected and taken home. If a child or other member of your household has symptoms you need to follow government advice. More information can be found here:

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

Clothing and equipment

Children will return to school in September in winter uniform. Depending on the weather, they may need a coat or they may need a sunhat.

They should bring their PE kit into school and leave it here. They might need their PE kits on days when they do not normally have PE so it is better to leave it in school.

They should NOT bring anything into school with them other than a lunch box, snack and drinks bottle. All stationery will be provided by school for the sole use on an individual child.

- The use of face masks is not currently (July 2020) recommended by the government. However, should parents and carers wish their child to wear a face mask in school, they must provide a named plastic bag (which can be sealed) for them put it in on removal. They also need to be changed every 4 hours so the children will need a spare mask.
- Although staff are not currently expected to be wearing masks in school, they may wear face masks or visors, gloves and aprons when giving individual care to children, such as for First Aid.

ALL CHILDREN NEED TO BRING IN A DRINK BOTTLE FOR WATER WHICH CAN BE REFILLED THROUGHOUT THE DAY

Medication

Children will need to keep any medication they need during the day with them in class. Children who use inhalers will keep them on their tables. All medication needs to be self-administered. It will be monitored by an adult, but not administered by an adult.

In Nursery, Reception and Key Stage 1 staff will keep the medication.

If a child needs a medication other than asthma medicine or cream for eczema, this needs to be discussed with the school before the child comes in. All medication needs to be accompanied by a parental consent form which is available from the office. It needs to be in a boxed which is named (e.g. a plastic takeaway box could be used).

Arrival and Collection

Parents/carers are expected to keep a 2 metre distance from each other. The pavement outside school is marked into separate areas to allow for distancing when dropping off children. Parents should not enter the school site without an appointment, except at the end of the school day when they come onto the site to collect their children.

Children should be left at the outside gate. Staff will be on hand to ensure they enter school safely. Any notes, etc for the office can be left in the box provided for this purpose at the gate. If you need to speak to the office staff, please phone or email. If you need to speak to a member of staff, contact should be made by telephone or email in the first instance. Please use the admin@cmpschool.co.uk to book a call.

Children will enter through KS1 or KS2 playground doors and go to wash hands first.

The school day will have staggered starts/ ends to relieve congestion.

Start of the Day

The school gate will not be opened until 8.30, so please do not arrive before then unless you are using Breakfast Club which will be open from 7.30 as usual.

	Arrival
Mr Dawes and Mrs Beddows' classes	8.30
Mr Martin and Miss Perrin's classes	8.35
Miss Johnston	8.40
Mrs Collier and Miss Snape's classes	8.45
Reception	8.40
Nursery	8.40

Families with more than one pupil in school may arrive at the earlier time. i.e. if you have a child in reception and Year 6, arrive 8:30am.

Parents are respectfully asked to 'drop and go' and not congregate outside the school.

End of the Day

At the end of the day, **ONE** person should come on site to collect. Obviously, if you have a baby or pre-school age children, these can accompany you. To allow for the maximum amount of social distancing on site, you are requested to stand apart from each other.

Nursery children should be collected at 3.20 pm.

KS1 parents should go to the KS1 playground at 3.10 pm and wait for the class teacher to send their child out.

If you have children in both key stages, or if you are collecting just from KS2, you should go to the KS2 playground to collect your children at 3.20 pm. The classes in KS2 will have an allocated zone for parents to stand in to allow the teachers to ensure the children go to their own parent/carer at the end of the day.

There is a new one-way system in operation, so please follow the arrows. Dogs will not be allowed on site.

Please leave the site as promptly as possible and avoid gathering by the school premises.

Any contact with staff should be by prior arrangement to allow for social distancing measures to be respected.

Collecting from clubs will be in the usual way, but please social distance from each other whilst waiting.

Classes and Social Distancing

We **cannot guarantee social distancing, especially for younger pupils**, but the following measures will be in place

- Hand washing on arrival and regularly throughout the day using soap and hot water
- Children encouraged to use a tissue provided by home, or elbow to cough or sneeze and use double bagged bins for tissue waste
- Children will be encouraged to socially distance where possible

- As far as is reasonably possible, children will be kept in a class 'bubble'. Contact between classes will be strictly limited.
- Classes will not mix on the playground.
- It is impossible to have whole classes in school and maintain social distancing. However all desks will be forward facing and as much space as is practically possible will be maintained between children.
- Each class will have separate play areas and eat lunch with their 'bubble'.
- There is no requirement for children to social distance, but we will be encouraging them to stay a reasonable distance from each other and no 'contact' games will be played.
-
- **The school day**
 - All children will be encouraged to maintain a reasonable distance from each other during their free time.
 - Hands will be washed regularly.
 - Our school catering is undergoing some changes. To facilitate this, only packed lunches will be available for Universal free school meals, free school meals and anyone who wishes to buy a packed lunch. For the present, there will be no 'hot dinner' option.
 - To enable us to maintain 'bubbles' during lunchtime, we will only be able to allow 20 minutes for the children to eat their lunch.
 - Children cannot bring in their own toys or items from home, including any items for 'show and tell'. Please make sure they do not arrive at school with items, as it can be upsetting for the children when we have to ask for them to be handed over to a parent or carer at the gate.
 - In so far as is reasonably possible, children will only have contact with the other children in their class groups during the day.
 - There will be no assemblies or mass gatherings inside school until further notice.
 - PE lessons will continue but in a modified format so that children are not handling equipment unless it can be safely cleaned after use. Additionally, there will be no physical contact in PE lessons.
 - Breakfast club will resume from the beginning of term and after-school clubs will resume from Monday 14th September.

Hygiene

- All school doors will be propped open to reduce touching of handles.
- Rooms should be kept well ventilated. If weather allows, we will have windows and doors open as much as possible. This should be kept in mind when deciding what to wear – a jumper will be useful.
- Frequent hand washing will be encouraged at regular intervals throughout the day.
- A cleaning schedule is ongoing throughout the day.

Attendance

From September it is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development.

Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in both primary and secondary school. School attendance will therefore be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to ensure that their child attends regularly at school where the child is a registered pupil and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct
- absences for holidays during term time will not be authorised in line with current attendance requirements.

In order to keep everyone safe and make expectations clear, an addendum to our Positive Behaviour Policy is attached to this document.

All information in this document reflects current DfE and PHE expectations.

13 July 2020

Behaviour adjustments in our new environment. (Addendum to existing behaviour policy)

Although this is the behaviour policy for the whole school, it will be communicated and maintained in an age appropriate way by the teachers, taking into account the age of the children in each class.

Children

Now we are back at school, you will need to change some of your behaviours in order to keep us all as safe as possible. I know this will be hard but remember that we are doing it to do our best to avoid anybody getting ill. We will use the information below to help us write our own class guide on how to stay safe.

These are the areas where you will need to make adjustments to your normal behaviours in school as many routines in and out of the classroom have changed. Remember if you have any questions or worries about anything, please ask your teacher or TA.

- Desks are organised to allow for the maximum social distance – you must stay at the same desk and not get up unless you ask first.
- Equipment you need will be given to you. You must not share it with anyone else. You must not bring any equipment from home other than your lunch box, drinks bottle, medication (named) and PE kit. (No other bags, toys or personal belongings to be brought into school)
- In KS2, you will keep any necessary medication on your table and will self-administer. You must not touch anything on a table other than your own.
- Water bottles should be kept on your table.
- Hand sanitizer is allowed on your table but it must be named and not shared with anyone else.
- No classroom resources should be shared.
- You can choose a reading book from school but it is to be kept on your desk or placed in the returns box when finished. It can be taken home. When you return a book, we will put it in a special returns box. When choosing a book, please don't touch any other books other than the one you wish to read.
- Coats and lunch boxes in your pigeon holes or cloakroom area.
- Lunches will be eaten in the hall. You will not be able to share any food or drink.
- When you go to the toilet you need to go to the toilet one at a time with adult supervision to ensure you don't mix with other bubbles (i.e. the adult can check there is not anybody already there from other classes)
- Always line up with space between you e.g. waiting to wash hands...
- At the end of playtime, you should stand still where you are when the bell goes. Listen to instructions from your teacher as they will send you in one at a time.
- At playtime only no-contact games to be played. No football on the playground. Game suggestions available <https://www.youthsporttrust.org/news/update-coronavirus-covid-19> or it could be a challenge in class to design games with no contact.
- If you need to fill up water bottles, use the nearest sink.
- The corridor sinks will all be hand washing stations with paper towels and soap.

- You will need to wash your hands regularly throughout the day: when you first come in, before eating anything, after you sneeze, after going to the toilet, when you come in from break...
- If you sneeze or cough cover your nose and mouth with either a tissue or your elbow. When you have used a tissue you must place it into the bin and wash your hands ('catch it, bin it, kill it') This is important to stop any germs being passed to others.
- Avoid touching your mouth, nose and eyes with hands unless they have just been washed thoroughly.
- When moving around school, you will be accompanied by an adult. Always give 1 metre + distance to other people.
- Tell an adult if you are not feeling well.

We are here to help, but if you are unable to make choices which will keep everyone safe, we will follow our usual disciplinary procedures.

Above all, if there is something you are unsure about, it is always best to ask so you are clear about what you should do.

Rewards and Sanctions

We will still be using the red and yellow card system but we would rather be able to use our normal rewards rather than sanctions. You will not be able to put up house points or add raffle tickets but one of the adults will do this for you. In addition to this, we will also include class points earned for great social distancing (by following the above new rules) which will earn the class a reward such as extra break time.