



## **RE-OPENING OF SCHOOLS FOR KEY-WORKER PARENTS**

### **Safety information for Parents and Carers**

***This information is accurate and based on current guidance as of 15th June 2020, changes may occur as further guidance and directives are received from Welsh Government or the Local Authority***

#### **Travel to and from school**

- If possible, parents and children should walk or cycle to school.
- Only **one adult** from each family to bring or collect each child/ or children from school please.
- Unfortunately, during this period we will be unable to welcome any parents into school. If you have any queries, please use the existing communication systems.

#### **Uniform and equipment**

- Children are not required to wear uniform.
- Please send children to school in clean clothing **EVERY DAY**. Hygiene is key!
- As we will be outdoors regularly a coat will be required in inclement weather.
- Children will not bring anything else from home as everything will be provided – i.e. no school bags or stationary. The only exceptions are a coat and water bottle.
- On PE days, send your child in wearing PE clothes – they will not be changing at school.
- In sunny weather apply the once-a-day sun-cream to your child prior to dropping them off and ensure they have a hat.
- We request that children do not wear face masks or coverings whilst in school. If masks are worn for the journey to school, we politely request that parents keep the mask at drop off time and that it is not brought into school with the child.

#### **Key worker Drop off and Pick up**

- Children accessing Key Worker provision will arrive at school between **8:00am and 8:45am**.
- Please join the socially distanced queue to enter the school via the infant playground. Staff will be on duty to welcome children into the school and direct them into the Nursery class which will be the hub setting. Leave your child with the member of school staff and exit the school premises as quickly as possible, following the signs. Do not wait for any length of time on the school premises.
- Parents who come to collect children, should come to the front Staff only gate and telephone the school number to arrange pick up from the After School club exit. Please observe the social distancing guidelines.
- If on the rare occasion, you find that you are going to be late for pick up, please telephone school and arrangements will be made for safe collection.

### **Hygiene and cleanliness**

- Children will wash their hands on entry to their classroom and will be reminded to wash their hands frequently during the day.
- Tissues will be available.
- Classrooms, toilets and doors will be cleaned regularly, throughout the day.
- Classroom doors and windows will be kept open to aid ventilation.
- Visual reminders, such as songs and videos, will be used too, to reinforce the hand washing message and method.

### **School childcare hub**

- Key worker children will have a designated week with their teacher and then have the rest of their time back in the key worker bubble in Nursery/After School area.
- If possible and numbers of pupils returning are low, then we will increase the opportunity for keyworker children to have time in class.
- Whilst in the hub, the children will continue with online learning and other activities.

### **Lunch**

- We are not allowing for these 4 weeks any lunch to be brought in from home so that no additional items have to come back and forth to cause cross contamination. This will also prevent additional time needed for cleaning.
- Dietary requirements will be met as usual. The cost of a school lunch is £2.45 for Foundation Phase and £2.55 for KS2. Please see the PCC website regarding how to pay. There is a form to complete if your child has a special diet
- The lunch choice will be reduced, due to the kitchen operating with less staffing. There will be a cold sandwich option.
- Children will eat in their bubbles in the classrooms or in the hub.

### **Social Distancing**

- To ensure that social distancing is maintained; there will be tables and equipment for children only in the school hub.
- Staff and children will not have contact with other people throughout the day.
- Children will be allocated their own table and chair within the class or hub.
- They will not share any equipment or resources with other children.
- Children will only move from their table when asked by their named adult.
- Lining-up times will also be carefully managed to maintain social distancing.
- Children will remain in their allocated space for the day; only leaving for breaks and physical activity, with their own small group of children.
- Everyone is expected to adhere to the Social Distancing policy at all times.
- Whole school activities, such as assemblies, will take place virtually only.

### **Using outside areas**

- We are keen that the children have regular time outdoors, with their small bubbles. This is good for their physical and mental wellbeing at this time.
- There will be timetabled outdoor time both as part of their daily routine and also for break and lunchtimes.
- When outdoors, children will only mix with children from their own bubble, maintaining social distancing.
- This means they will not have contact with children from other classroom bubbles during outdoor times.
- Children will wash their hands prior to going outside and on entry back into the classroom.
- They will be reminded of the importance of social distancing whilst outdoors too.
- Each bubble will be allocated their own resources and these will be cleaned between use.

### Use of toilets

- Each bubble will use the toilets within a designated area.
- Children will be limited to the number who are allowed in a one-time to 2.
- Additional sinks, toilets and urinals will be blocked off.
- Children will wash hands before using the toilet.
- They will wash hands after use of the toilet.
- Children will use 2m distancing when waiting to use the toilet.
- Younger children will need to be as independent as possible; it will be good practice!
- If your child has a toileting accident and needs to be changed, we will help and support that child whilst wearing PPE. If you know your child sometimes has 'accident' please speak to your child's teacher about leaving some spare clothing in school as we will not be keeping large amounts of stock in.

### First Aid

- First aiders will be available to be called upon.
- PPE will be used.
- If children feel unwell, they must let their teacher know.
- The teacher will follow the appropriate protocol to isolate the pupil in order to reduce risk to others.
- Separate isolation rooms will be designated and equipped in the event of a member of the school falling ill.
- Children will have their temperature checked by a staff member.
- Children falling ill during the school day will need to be collected by their parents immediately.

### Attendance

- Parents wishing their child to attend Key Worker provision will have used the Booking System as usual. If children can be cared for at home safely, then this should continue to be the case.
- Please continue to follow your work shift patterns and not book in for any additional days in the childcare – this is to help you to go to work as a keyworker not to have time off.
- From June 22<sup>nd</sup>, please contact the school only if there are any changes to your shift patterns.
- Children who are shielding or live with someone who is shielding, should not be required to attend school. They will continue to follow the Home Learning Programme.
- Children who are in or live with someone who is in a vulnerable group may attend school, but must maintain strict social distancing.
- Please do not send your child to school on any days other than the ones they have been booked in to attend.
- To help protect the health and safety of all members of the school; any child who is unable to follow guidelines and instructions may be asked to stay at home during this time.

### Covid19 Symptoms

- Children must not attend school if they have displayed any symptoms in the last 14 days.
  - If children have any of the following symptoms they must stay at home and you should contact school to let us know:
    - Cough
    - Shortness of breath or difficulty breathing
    - Fever or chills
    - Muscle pain
    - Sore throat
    - New loss of taste or smell
  - If your child is displaying Covid symptoms, please keep them at home for seven days, whilst the rest of the household self-isolates for 14 days.
  - It is parents' responsibility to seek a test as quickly as possible.
  - If a positive case is confirmed, then the whole of the classroom bubble including adults, will need to self-isolate for 14 days.
  - If a test proves negative, school will need proof of this result before the child returns to school.
  - If there appears to be a significant outbreak of the virus within school, then the school will likely close again and deep cleaning will follow.
- \*\*\*Please do not send any child to school who is at all unwell. \*\*\***

**Behaviour**

- The normal school policy on behaviour will apply when the school reopens.
- Pupils who consistently break these rules or fail to follow health and safety procedures and instructions, putting themselves and others at risk, may be asked to stay at home.

**Home-Learning**

- It is important that home-learning continues for all groups of learners, in the way it has been during the lockdown period.
- Teachers will continue to set work, for home-learning, and children will be given the opportunity to complete some of this at school whilst in the hub.
- Work will focus on consolidating, reinforcing and reviewing key knowledge and skills, in order to ensure that this learning is not lost.
- Work will also continue to prioritise pupil emotional wellbeing. As teachers are now teaching in class more frequently, responses to home learning queries may not be as frequent. Please be patient as they will respond.

**Safeguarding**

- If you have any safeguarding concerns, please contact the school on 01437 765378 and ask to speak to the Headteacher or the Social Inclusion Officer
- If you fail to contact either of these please contact the Child Care assessment Team on 01437 776444, out of hours 03003332222 for advice.