

20<sup>th</sup> July 2020

Dear Parents/Carers

### **Arrangements for September 2020 – Full Re-opening of schools**

As you know, we are currently in the middle of a series of end of year visits for the children which is allowing them to spend time with their current teachers as well as meet their teachers for next year. I'd like to thank you all for your support with these visits and we have been thrilled that the vast majority of children have taken up this offer to come in to school. It has been so lovely to see everyone and this process will really help **all of us** to sign off what has been an extraordinary and challenging year.

I am now writing to explain the situation and arrangements for the new school year.

**From September 2020, in line with the latest government advice, all children are expected to return to school full time from the start of the new term.**

Inevitably, whenever we have introduced a change in provision, parents will have many questions, especially relating to safety in the current climate. The purpose of this letter, therefore, is to explain these arrangements as well as the reasoning behind them so that you fully understand what is expected of you and your child. Hopefully this will reassure those of you who may still have ongoing safety concerns.

These provisional arrangements are fully aligned with Government guidance and adjusted where necessary according to the specific context of our school. The full advice upon which our decisions have been taken can be found here.

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

### **What are we doing to make school as safe as possible?**

Health and Safety risk assessments are at the heart of reducing all risk in schools. The government's advice relies heavily on the advice of Public Health England which recognises that there is now a reduced risk of community transmission of the virus, stating;

*"Now the circumstances have changed. The prevalence of coronavirus (COVID19) has decreased and our NHS Test and Trace system is up and running, and we are clear about the measures that need to be in place to create safer environments within schools."*

When reading the following plans for re-opening, you will notice that some elements of the current approach will remain as they are (e.g. hygiene measures / deep cleaning protocols etc), whilst other measures will have become less critical (e.g. a reduced emphasis on social distancing). The ability to relax some of these measures

is only now achievable as a result of the significantly reduced risk of community transmission of the virus.  
**Should this change, then tighter measures will once more be introduced.**

The government guidance has two broad themes to keep children and staff safe:

1. Prevention.
2. Response to Infection.

### **Prevention**

The control measures being put in place around **prevention** include *(in order of priority)*:

- a. **Minimising contact with anyone with COVID-19 by ensuring that no-one with symptoms (or living with someone who has symptoms) attends school.**
  - b. **Ensuring good hygiene practices for all in the school environment.**
  - c. **Enhanced cleaning practices.**
  - d. **Minimising contact between individuals and maintaining social distancing where possible.**
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- a. **Minimising contact with anyone with COVID-19 by ensuring that no-one with symptoms (or living with someone who has symptoms) attends school.**

#### **If your child or a family member has coronavirus symptoms:**

Please do not bring your child to school. Email the office to let us know and immediately arrange to get a test for your child or family member. Tests can be booked online through the NHS testing and tracing for coronavirus website. <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youre-contacted-after-testing-positive-for-coronavirus/>

For those without internet access, ring 119 and ask for a test for your child or the person in your family. Your child will then need to have the test and self-isolate with the whole family at home until the result arrives.

The guidance states that:

- *“If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.*
- *if someone tests positive, they should follow the [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#) and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their*

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*temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.”*

**If your child develops Coronavirus (Covid-19) symptoms at school:**

Your child will be taken to the medical room where they will isolate with a member of the office staff until you arrive to collect them. Office staff at this point will be required to wear PPE. You should then follow the same guidance as above.

**b. Ensuring good hygiene practices for all in the school environment.**

**Hand cleanliness.** Along with staff and any others within the school community, children will be required to use hand sanitiser before entering the school building. They will immediately wash their hands on arrival and be asked to do so (and checked) regularly across the course of the school day. Please continue to remind your child of the importance of hand cleanliness and remind them of how to wash their hands thoroughly.

**Good respiratory hygiene** will be encouraged for the children in school using the ‘Catch it, bin it, kill it’ approach. Again, it would be helpful prior to returning to school that you practice this with your child.

**c. Enhanced cleaning practices in school**

**Deep cleaning** of all classrooms, especially hard surfaces will take place at the end of each day. The classteacher will carry out additional cleaning during the day of those surfaces regularly used (eg children’s tables)

**Resources** will be cleaned more thoroughly, especially before being used by children from a different group. This includes computer and sport / play equipment.

**Regular cleaning of communal areas** (doors & toilets etc) during the course of the school day.

**d. Minimising contact between individuals and maintaining social distancing where possible.**

Since schools began to re-open at the start of June, children have been grouped in self-contained ‘bubbles’ which do not mix with other bubbles. Up until now, these bubbles have consisted of no more than 15 children. The government guidance now assures us that, as a result of much lower community transmission, the bubbles can be larger in number. Therefore in school, we are increasing this number to 30. This will allow whole classes to stay together.

**Who will be in the bubble?**

Each bubble will consist of the class of up to 30 children, the class teacher and a teaching assistant. The government guidance states that it is not possible to fully social distance with young children which is why they have chosen the bubble approach as the main strategy for keeping everybody safe. That said, we will be keeping children as socially distanced from one another as reasonably possible. There will be strict ‘no physical contact’ policy applied to all people using the school building. This will include at playtimes. Any mixing outside these bubbles will be kept to a minimum.

**Furniture layouts.**

Furniture will be arranged to enable the most effective social distancing within a classroom; ie rows of single desks rather than clusters of tables, with children facing forward.

### **Adults in school**

Adults in school will social-distance from the children and from one another where possible. This will be important as in some cases, teachers may need to teach more than one class bubble. Learning support staff will be attached to one bubble only.

### **Use of other rooms in school.**

Use of the hall and specialist rooms will be restricted from September. No physical assemblies will take place inside the school, although 'zoom' assemblies will become a more common feature.

### **Arrangements for lunchtimes and break-times?**

Lunchtimes will be staggered for the different groups and shortened in order to be able to timetable the various play areas. Unfortunately, due to the limitations of the hall, there will be no traditionally served hot meals available in school. Meals can be still be purchased from HC3S but they will be of a 'packed lunch' style. Children will eat their lunch in the classroom or outside as there will be too many children to use the hall. Children will be able to sit and eat with others in their class. Those children entitled to a free school meal will still be able to have them

Play times will also be staggered and the different areas across the school will be zoned to enable children to play within their class 'bubbles' safely.

### **Response to Infection**

Should there be any outbreak linked to the school or any members of the school community, we will be engaging fully with our local Public Health England health protection team and in particular, the NHS Test Track and Trace process. Please see the advice above about what to do in the event of your child or a member of your family displaying symptoms. <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youre-contacted-after-testing-positive-for-coronavirus/>

In the context of school, should a child or other member of the school community test positive for COVID-19, we would send home all others with whom they had been in close contact with, asking them to self-isolate for 14 days. Household members of those contacts who are sent home would not be required to self-isolate unless that person subsequently developed symptoms themselves. We would be fully guided by our local health protection team to determine which people would need to self-isolate. In practice, this would mean that if anyone within the school community tested positive, their whole bubble would then be asked to self-isolate.

### **Organisational arrangements for the school day.**

#### **What time shall I bring my child to school and pick them up?**

The chart below shows the range of drop off and pick up times. **Punctuality is key to the plan to ensure separation.**

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At the moment, we are planning for 3 broad groups timetabled as follows:

Year Group	Arrival Time	Finish Time
Year 3	8.30am	3.00pm
Year 4	8.40am	3.10pm
Year 5	8.50am	3.20pm
Year 6	9.00am	3.30pm

### Arrangements for dropping off and collecting children?

As we share the site with the Infant School, we have agreed specific entrances and exits which can be used by each school. Junior children coming to the school should use the main entrance to enter the school site and should exit the school site via the gate on the Junior School playground. This will ensure a one-way system and will minimise contact between children and parents of the different schools. Where parents have children in both schools, they should adopt a common-sense approach to movement around the site, observing strict social distancing.

It is also really important that parents leave the site promptly and do not unnecessarily hang around at the start or end of the school day.

### Will the Breakfast Club or After School Club be open?

From Monday 7<sup>th</sup> September, we will be re-opening our breakfast and after school provision. The DfE states that ideally, schools should keep to the same learning bubbles as during the school day, but recognises that this may not be possible. Therefore from September the children will be grouped in small, consistent year group bubbles additional staff in place to enable the children to be kept more apart than usual. The clubs will use the DT room / kitchen as well as the ICT suite to enable greater separation. The rooms will be 'zoned' and children from different year groups will not be allowed to mix.

Parents wishing to use this facility should contact the school office to check availability.

### How will I get a message to the classteachers in my child's bubble?

Please email [adminoffice@cupernham-jun.hants.sch.uk](mailto:adminoffice@cupernham-jun.hants.sch.uk) either before school, during the day or after school if you want to leave a message about anything. Office staff will pass these on to the relevant staff as quickly as possible. Please avoid catching teachers at the start and end of the day except in emergencies.

### Curriculum

The school curriculum will be broadly back to normal. There will inevitably be an increased focus on re-establishing routines and expectations for the new year with plenty of time for 'circle times' to discuss how everyone is feeling. Most subjects will be taught as normal, although the organisational restrictions in place will limit the use of certain resources in the school.

### Attendance

As a result of the significantly reduced risk of community transmission of the virus, the Government guidance makes it clear that **attendance at school from September will be mandatory** and parents/carers will have a legal duty to ensure their child attends. We will follow our normal protocol for following up on non-attendance. We understand that there may inevitably be increased anxiety and that some parents may have some particular concerns relating to their own circumstances. In such a case, please contact the school to discuss these worries with a member of staff.

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## What is the situation around pupils or members of their household who have been shielding as they are clinically extremely vulnerable?

The guidance states the following:

### ***Pupils who are shielding or self-isolating***

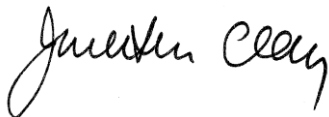
*We now know much more about coronavirus (COVID-19) and so in future there will be far fewer children and young people advised to shield whenever community transmission rates are high. Therefore, the majority of pupils will be able to return to school. You should note however that:*

- *a small number of pupils will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19)*
- *shielding advice for all adults and children will pause on 1 August, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). This means that even the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding. Read the [current advice on shielding](#)*
- *if rates of the disease rise in local areas, children (or family members) from that area, and that area only, will be advised to shield during the period where rates remain high and therefore they may be temporarily absent (see below).*
- *some pupils no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school (usually at their next planned clinical appointment). You can find more advice from the Royal College of Paediatrics and Child Health at [COVID-19 - 'shielding' guidance for children and young people](#).*

Finally, I hope this letter is able to answer your questions about the measures we are putting in place to help make the school a safe place for us all.

**Please be aware that the all the arrangements explained within this letter are provisional.** We will of course be carrying out ongoing reviews and risk assessments during the summer and we will confirm the final arrangements 2 weeks before the start of the new term. We will also ensure that the full risk assessment at the time is uploaded onto the school website.

Yours sincerely,



J Clay, Headteacher

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