

# March 2021 Return to School

Dear Parent/Carer,

I hope that you are well.

Please can everyone read the following information very carefully as this letter contains the most up to date information regarding our return to school.

School is due to re-open on Monday 8<sup>th</sup> March for Reception, Year 1 and Year 2. Nursery will start back on Wednesday 10<sup>th</sup> March.

School attendance is compulsory again and we are advised that the risk to children becoming severely unwell due to coronavirus is considered to be low. We will continue to put social distancing and infection control measures in place in line with the results of the relevant risk assessments, to help keep all members of our school community safe.

We also understand that the return may cause anxiety in both yourselves and your children. Please rest assured your child will have a supportive and enjoyable time at school.

This letter covers important information and this can be re-read via our website.

Hopefully the information below will answer any queries you have about what school will be like. It will be a new 'normal' with some tweaks to normal service to ensure the school community can be as safe from the spread of the virus as possible.

I want you to feel fully informed and as comfortable as possible about sending your child back to school. If you have any questions or concerns once you have read this information or you just want to have a chat then please call the school on 01900608111 or alternatively email [admin@smhwkt.cumbria.sch.uk](mailto:admin@smhwkt.cumbria.sch.uk) and I will call you.

Your child will bring home a copy of the 'Covid-19' home school agreement, which is on the last page of this letter for you to read, on their first day.

I understand this is a lot of information to read but it is important and I hope all possible queries/questions have been answered.

I am looking forward to working with you all again and please do contact me if you have any concerns or worries, no matter how small.

Kindest regards,

Mrs Richardson

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| <b>Attendance</b>  | <ul style="list-style-type: none"><li>• The Government has confirmed that attendance is compulsory &amp; usual attendance procedures will apply</li><li>• If your child has to 'isolate' due to Covid symptoms they will be given an attendance code of 'X' which will not count against their overall attendance percentage.</li></ul>   |
| <b>Start Times &amp; Entrances</b><br><i>Please keep strictly to these times and be punctual.</i><br><br><i>You will need to say 'Goodbye' to your child at the school door.</i> | <p>Because we are using 3 different entrances all children to arrive for 8.50am</p> <p>Nursery – wait outside Nursery door</p> <p>Reception – wait outside the Reception door</p> <p>Year 1 and Year 2 – Key Stage 1 building cloakroom door</p> <ul style="list-style-type: none"><li>• Please maintain a two-metre social distance when walking down the 'side walkway' or waiting on the school yard and use the one-way system as shown on the diagram at the end of this letter – arrive via Station Road gate and leave via the 'side walkway'.</li><li>• Please note that only one adult will be permitted to drop off to reduce numbers.</li><li>• Please wait on the yard, socially distanced, and once the door is open you will enter the school.</li><li>• It is important they are on time so that all children be brought in, wash their hands and get settled quickly</li><li>• There will be no temperature checks on arrival as part of the new guidance however</li></ul> |

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|                                      | <p>temperatures may be taken during the day.</p> <ul style="list-style-type: none"> <li>● If you are running late and will be arriving after 8.50 it is imperative you inform the school by phone.</li> <li>● Your child will need to enter the school on their own although staff will be there to give them lots of encouragement.</li> </ul>  |
| <b>Collection information</b>        | <ul style="list-style-type: none"> <li>● Nursery session finishes at 11.50am - Please wait outside the Nursery door maintaining a social distance</li> <li>● Reception (and Nursery children staying for 30 hour provision) to be collected at 3pm from the Reception door</li> <li>● Year 1 and 2 are to be collected from the Hall door</li> </ul> <p><b>Please use the one-way system and maintain a social distance whilst you wait.</b></p> <ul style="list-style-type: none"> <li>● If you are running late and will be arriving outside of your dedicated slot, you must inform the school</li> </ul>   |
| <b>Social distancing and hygiene</b> | <ul style="list-style-type: none"> <li>● Children will wash their hands frequently throughout the day and we have aqueous hand cream for children to use should they need it. <b>Please note that we are not able to store personal hand wash/sanitiser for individual children.</b></li> <li>● Wearing a face covering or masks in school is not allowed for children, this is Government guidance however some staff may opt for face coverings when they cannot social distance from a child or children.</li> <li>● Staff are being provided with PPE equipment and may, at times, see a need for this to be worn e.g. providing First Aid.</li> <li>● There will be regular disinfectant wiping of surfaces throughout the day as well as deep cleaning at night.</li> </ul>  |
| <b>Travel to School</b>              | <ul style="list-style-type: none"> <li>● If you have no option but to use public transport please wear a face covering. You need to let the school know if you use public transport for NHS test &amp; Trace.</li> <li>● If you live further away and come to school by car please do not share a car journey with people from outside your household.</li> <li>● If you do drive, please ensure that the usual procedures are followed to ensure the safety of our pupils. This includes <b>not parking in the staff carpark behind school or on the double yellow lines near to the 'Hag Hill' car park.</b></li> </ul>  |
| <b>Rooms</b>                         | <ul style="list-style-type: none"> <li>● Classrooms remain the same but children will share corridors, toilets, the dining hall and yards.</li> </ul>  |
| <b>Uniform/ Clothing</b>             | <ul style="list-style-type: none"> <li>● The school's uniform policy remains in force. Please ensure your child has a school sweatshirt, yellow or white T shirt (or green gingham dress), dark trousers/skirt or pinafore and dark shoes – <b><u>please ensure that your child has Velcro fastenings or they are able to tie their own shoe laces.</u></b></li> <li>● A high level of ventilation is recommended and so please ensure your child has a jumper or cardigan each day.</li> <li>● They should have no jewellery apart from stud earrings and these must be removed on PE days.</li> <li>● We do not want PE kits in school – instead we ask that on PE days you send your child in joggers or leggings (No tights). The children will be asked to remove their own shoes, socks and jumper and this way they won't require assistance from an adult.</li> <li>● As far as you are able please try and send your child in clean clothes daily.</li> <li>● Please apply all day sun protection daily as your child will be outside more than usual. The school cannot apply sun cream, if additional self-applications are needed then a named bottle can be sent in but must remain in school.</li> </ul> |
| <b>Items to and from school</b>      | <ul style="list-style-type: none"> <li>● The guidance strongly discourages items coming to and from school and so children are only required to bring a coat and hat. Book bags will not be required, however reading books will be sent home and then quarantined when returned. Occasionally children may bring pieces of work home to keep.</li> <li>● Some parents may be asked to supply a bag of spare clothing for children in the early years but we will discuss this with individuals.</li> </ul>  |

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|  | <ul style="list-style-type: none"> <li>● Asthma inhalers need to be handed in on day 1 and remain in school.</li> <li>● Please do not send water bottles into school. Clean cups will be available for your child to have a drink if they need one.</li> </ul>  |
| <b>Equipment/<br/>facilities</b>         | <ul style="list-style-type: none"> <li>● Each child in Y1 and Y2 will be given their own set of regularly used equipment that won't be shared e.g. pencils, mini-whiteboard. However, this is not recommended in the early years.</li> <li>● All equipment will be regularly cleaned.</li> </ul>  |
| <b>Curriculum</b>                        | <p>With regard to teaching and learning we are planning the following:</p> <ul style="list-style-type: none"> <li>● We will focus on supporting children's emotional wellbeing and help them to adapt to the new 'normal'</li> <li>● We will identify gaps in children's learning and re-establish good progress in the 'essentials' (phonics and reading, increasing vocabulary, writing and maths)</li> <li>● We will identify opportunities across the curriculum so children can read widely</li> <li>● We will develop their knowledge and vocabulary</li> <li>● We will continue to teach a broad and balanced curriculum that incorporates all areas of the National Curriculum.</li> <li>● Under current guidance, singing can take place in small groups if social distance is maintained</li> </ul> |
| <b>Break and<br/>Lunchtimes</b>          | <ul style="list-style-type: none"> <li>● In our school the role of midday supervisor is carried out by our Teaching Assistants and this means that all children will eat in the school hall together at lunch time, however, they will sit with children from their own class bubbles.</li> </ul>   |
| <b>Extended<br/>Services &amp; Clubs</b> | <ul style="list-style-type: none"> <li>● Morning club will start on Wednesday 10<sup>th</sup> March.</li> <li>● 30 hour provision re-starts for older Nursery children on Monday 15<sup>th</sup> March and for new Nursery children on Monday 22<sup>nd</sup> March</li> </ul>  |
| <b>Milk &amp; Fruit</b>                  | <ul style="list-style-type: none"> <li>● Milk and fruit will continue to be available free to children in early years.</li> <li>● Fruit will be available to children in Key Stage 1.</li> <li>● We will continue to ask for a contribution towards snack for children across school – please put this in a marked envelop and place in the basket by the Reception door.</li> </ul>  |
| <b>Communication</b>                     | <ul style="list-style-type: none"> <li>● The school will communicate general messages with you via text in the first instance or by phone for individual issues. <b>Please ensure the school has your current up to date contact details.</b></li> <li>● We will continue to share information via our website and new private Facebook page.</li> <li>● The school newsletter will resume from Monday 15<sup>th</sup> March once all the children have started and we have the opportunity to see how systems are working and so can inform you of any changes needed for the smooth running of the school days. All letters will now be sent home electronically.</li> <li>● Please arrange an appointment out of hours if you need to see a member of staff</li> </ul>                                     |

## School response to suspected or confirmed COVID-19 infection

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| <b>What will happen if my child displays symptoms at home or at school?</b> | <ul style="list-style-type: none"><li>❖ If your child shows symptoms of COVID-19 (a new continuous cough, a temperature or a change to/loss of sense of taste and smell) please ensure your child gets tested and the entire household stays at home until the test result is known.</li><li>❖ In addition, if any of our staff or pupils test positive for COVID-19, please be aware that Public Health may advise us to ask pupils to get tested and isolate with a wider range of symptoms, including: headache, diarrhoea, severe fatigue and sore throat. Everyone will be informed if there is confirmed case in school.</li></ul>  |
| <b>How do I book a test?</b>  | <ul style="list-style-type: none"><li>❖ During school hours school staff can arrange a test through using the Cumbria County Council COVID-19 helpline.</li><li>❖ Online through the NHS <a href="#">testing and tracing for coronavirus website</a></li><li>❖ By telephone via NHS 119 for those without access to the internet.</li><li>❖ Schools will have home testing kits that can be given to parents.</li></ul>   |
| <b>Why is it important to tell school about my child's test results?</b>    | <ul style="list-style-type: none"><li>❖ Schools have to inform the local health protection team if a child or staff member has tested positive for coronavirus (COVID-19).</li><li>❖ It is also important so that members of staff, other children and the wider families from that bubble can take appropriate action.</li></ul>   |
| <b>What will happen if the test is <u>positive</u>?</b>                     | <ul style="list-style-type: none"><li>❖ If your child tests positive, they should stay at home and self-isolate for at least 10 days from the start of their symptoms and after this period only return to school if they <b>do not</b> 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 10-day period starts from the day when they first became ill or, if no symptoms, the date the positive test was taken.</li><li>❖ If your child still has a high temperature, they should stay at home until their temperature returns to normal.</li><li>❖ Other members of your household should self-isolate for a full 10 days – this is in case they develop symptoms.</li></ul> |

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|   | <ul style="list-style-type: none"> <li>❖ If another member of the household develops symptoms during the isolation period, the child may return to school after 10 days if they are well.</li> </ul>  |
| <p><b>What will happen if the test is <u>negative</u>?</b></p>                      | <ul style="list-style-type: none"> <li>❖ If your child tests negative, they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can come back to school.</li> <li>❖ Please bear in mind that 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.</li> </ul>   |
| <p><b>What will the Health Protection Team do?</b></p>                              | <ul style="list-style-type: none"> <li>❖ This team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.</li> </ul>   |
| <p><b>Will my child be sent home if someone in their bubble tests positive?</b></p> | <ul style="list-style-type: none"> <li>❖ If a child has tested positive the health protection team will guide school's through the actions they need to take.</li> <li>❖ This <b>may</b> include sending home other children and staff who have been in close contact with the person who has tested positive.</li> <li>❖ If this is the case your child will need to stay at home for 10 days but other members of the household do not need to self-isolate unless your child develops symptoms.</li> <li>❖ If your child develops symptoms you will need to book a test (see above).</li> <li>❖ If your child's test is <b>negative</b> they must still stay at home for the rest of the 10-day period. This is because they had been in close contact with the first who was sent home with a positive result and your child may still develop the coronavirus symptoms.</li> <li>❖ If your child's test is <b>positive</b> then please advise school and keep your child at home for 10 days from the beginning of their symptoms. At this point the rest of your household must begin a 10-day isolation.</li> <li>❖ The Teaching Assistants in school also work as Midday Supervisors during lunchtime in the hall and they are in contact with all the children. The Risk Assessment reflects this and states that if we have a positive case, the whole school would close.</li> </ul> |

Please note: The information provided may change in line with current Government guidance.

# Covid Home School Agreement

## School

### The school will do its best to:

- Provide an environment which has been risk assessed in response to the COVID-19 infection both for its operation and its premises.
- Adhere to the social distancing rules as set out by the government as much as we reasonably can.
- Provide a broad and balanced curriculum that meets the needs of your child's well-being, mental health and academic needs.
- Contact parents/carers if your child displays any symptoms of COVID-19.
- Inform you if staff or children in your child's group show symptoms of COVID-19 as this will mean you will all need to self-isolate for at least 10 days or until the test comes back negative.
- Continue our clear and consistent approach to rewards and sanctions for children as set out in the Behaviour Policy as well the expectations outlines in this agreement.
- Communicate between home & school through notices, Class Dojo, newsletters, text, email & school website.

## Parent

### To help my child at school I know & understand that:

- If my child, or anyone in my household, shows symptoms of COVID-19, I will not send them to school, we will self-isolate for 10 days as a family, I will get them tested and I will let the school know as soon as possible via telephone.
- If my child shows symptoms of COVID-19 at school, I will collect my child from school immediately. **I will immediately request a test** and report the outcome to school. I understand my child cannot return to school unless there is a negative test or 10 days have passed.
- When dropping my child off and picking them up, I will ensure only **one parent**/carer accompanies them & will wear a face mask (unless carrying an exemption card) and adhere to the 2 metre social distancing rules, observing the one-way system to access and leave the school site.
- When dropping off and picking up, I will **strictly stick to the school timings**.
- My child will not bring any items into school apart from essential items such as hats, coats.
- Inhalers to be left in school.
- My child will have their temperature taken during the day if they feel or present as being unwell.
- I will need to remind my child about social distancing rules inside school and **not mix with other children outside of school hours unless in accordance with guidance**.
- My child will need to use good respiratory and hand hygiene.
- My child will wear joggers or leggings on PE days
- I will not be allowed into the school without a pre- arranged appointment made via telephone or email.
- I need to support all staff in their efforts to create an 'as safe as possible' environment during this crisis.
- Read all letters/messages/emails that are sent home.
- I will need to be prepared for the resumption of remote learning if circumstances dictate this
- I need to inform the school immediately of any changes to parents/carers and emergency contacts details.



## Child

### I will do my best to:

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| <br>Keep my distance from other children.                             | <br>Not bring things except 'essential' items into school from home. |
| <br>Tell an adult if I feel unwell.                                   | <br>Cough and sneeze into elbow or tissue.                           |
| <br>Walk sensibly with my grown-up to and from school.                | <br>Only use the equipment provided to me by school and no other.    |
| <br>Wash my hands <b>with soap</b> for 20 seconds throughout the day. | <br>Behave well at all times.  |

### The most important symptoms of coronavirus (COVID-19)



### How can you stop coronaviruses spreading?





# Site Plan

