

September Letter to Parents

Dear Parent/Carer,

I hope and trust you have all had a good summer.

School is due to re-open on Wednesday 2nd September to all pupils apart from those in the Early Years who will have a phased start and should have received information about their start dates and times.

We understand that the return to school is vital for your child's education and wellbeing; therefore, we are striving to ensure that **all** pupils can return safely now that school attendance is compulsory again. While 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, non-threatening and enjoyable time at school.

This letter covers much of the information that was in our end of term letter 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. Once you have read this information and you have any questions, concerns or you just want to have a chat then I will be in school from Wednesday 26th August 9.30am to 3pm. Please call the school on 01900608111 or alternatively email admin@smhwkt.cumbria.sch.uk.

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 in advance, on their first day. Please can you and your child sign at the bottom of the appropriate columns and return one copy to school immediately and keep the other copy for reference.

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

Attendance	<ul style="list-style-type: none">• The Government has confirmed that attendance is compulsory & usual attendance procedures will apply• 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.
Start Times & Entrances <i>Please keep strictly to these times and be punctual.</i> <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 Nursery (once fully re-starting on Monday 14th September) – wait outside Nursery door Reception – wait outside the Reception door Year 1 and Year 2 – Key Stage 1 building cloakroom door</p> <ul style="list-style-type: none">• Please wait on the yard and once the door is open your child will be called forward to enter the school.• It is important they are on time so that all children be brought in, wash their hands and get settled quickly• There will be no temperature checks on arrival as part of the new guidance however temperatures may be taken during the day.• If you are running late and will be arriving after 8.50 it is imperative you inform the school by

	<p>phone.</p> <ul style="list-style-type: none"> ● 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 along the 'side walkway' leave via Station Road gate. ● Your child will need to enter the school on their own although staff will be there to give them lots of encouragement. ● Please note that only one adult will be permitted to drop off to reduce numbers.
Collection information	<ul style="list-style-type: none"> ● Nursery session finishes at 11.50am - Please wait outside the Nursery door maintaining a social distance ● Reception (and Nursery children staying for 30 hour provision) to be collected at 3pm from the Reception door ● Year 1 and 2 are to be collected from the Hall door <p>Please use the one-way system and maintain a social distance whilst you wait.</p> <ul style="list-style-type: none"> ● If you are running late and will be arriving outside of your dedicated slot, you must inform the school
Social distancing and hygiene	<ul style="list-style-type: none"> ● Children will wash their hands frequently throughout the day and we have aqueous hand cream for children to use should they need it. Please note that we are not able to store personal hand wash/sanitiser for individual children. ● 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. ● Signs will be put up around school reinforcing the social distancing rules and children will be reminded on regular intervals by their teachers. ● Staff are being provided with PPE equipment and may, at times, see a need for this to be worn e.g. providing First Aid. Staff may wear face coverings when unable to keep socially distant. ● There will continue to be a designated first aider on duty. ● There will be regular disinfectant wiping of surfaces throughout the day as well as deep cleaning at night.
Travel to School	<ul style="list-style-type: none"> ● We are expecting that most children will walk to school with their parents. ● 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 & Trace. ● If you live further away and come to school by car please do not share a car journey with people from outside your household. ● If you do drive, please ensure that the usual procedures are followed to ensure the safety of our pupils. This includes not parking in the staff carpark behind school or on the double yellow lines near to the 'Hag Hill' carpark.
Staff	<ul style="list-style-type: none"> ● Each class will have a minimum of 2 members of staff allocated ● Mrs Ives will return to teach Reception class, however, she will be available on Wednesday morning to welcome the new Year 1 class to their new room.
Rooms	<ul style="list-style-type: none"> ● Class rooms remain the same and will largely be based in their rooms but share corridors, toilets, the dining hall and yards.
Uniform/ Clothing	<ul style="list-style-type: none"> ● 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 – <u>please ensure that your child has Velcro fastenings or they are able to tie their own shoe laces.</u> ● A high level of ventilation is recommended and so please ensure your child has a jumper or cardigan each day. ● They should have no jewellery apart from stud earrings and these must be removed on PE days. ● For the first half term we do not children to have a PE kit 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.

	<ul style="list-style-type: none"> ● As far as you are able please try and send your child in clean clothes daily. ● 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 needed then named bottle can be sent in but must remain in school.
Items to and from school	<ul style="list-style-type: none"> ● 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. ● 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. ● Asthma inhalers need to be handed in on day 1 and remain in school. ● Please do not send water bottles into school. Clean cups will be available for your child to have a drink if they need one.
Equipment/ facilities	<ul style="list-style-type: none"> ● 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. ● All equipment will be regularly cleaned. ● Each 'Stage Bubble' will have their own toilet to use.
Curriculum	<p>With regard to teaching and learning we are planning the following from September</p> <ul style="list-style-type: none"> ● We will focus on supporting children's emotional wellbeing and help them to adapt to the new 'normal' ● We will identify gaps in children's learning and re-establish good progress in the 'essentials' (phonics and reading, increasing vocabulary, writing and maths) ● We will identify opportunities across the curriculum so children can read widely ● We will develop their knowledge and vocabulary ● We will continue to teach a broad and balanced curriculum that incorporates all areas of the National Curriculum. ● Topics studied in the autumn term will be detailed on our school web site.
Break and Lunchtimes	<ul style="list-style-type: none"> ● 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. The children will then be encouraged to play with children from their class bubble on the yard.
Extended Services & Clubs	<ul style="list-style-type: none"> ● We will not be running morning club in September but this may resume later in the term. ● 30 hour provision re-starts when Nursery are fully back on Monday 14th September
Milk & Fruit	<ul style="list-style-type: none"> ● Milk and fruit will continue to be available free to children in early years. ● Fruit will be available to children in Key Stage 1. ● 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.
Communication	<ul style="list-style-type: none"> ● Under current guidance assemblies or singing are not allowed. ● The school will communicate general messages with you via text in the first instance or by phone for individual issues. Please ensure the school has your current up to date contact details. ● We will continue to share information via our website and new private Facebook page. ● The school newsletter will resume from Monday 14th September 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. ● Please arrange an appointment out of hours if you need to see a member of staff

Procedure if a child or adult shows or develops Covid-19 symptoms

Symptoms:
New, continuous cough
High Temperature (above 37.8C)
Loss of or change in normal sense of smell/ taste

- The following flow chart of actions applies (this may be subject to change with new guidance)

<p>What will happen if my child displays symptoms at home or at school?</p>	<ul style="list-style-type: none"> ✦ If your child displays symptoms at home they must not come into the school and must self-isolate at home for a period of 7 days and arrange to book a test. ✦ Your child will be given an attendance code of 'X' until the outcome of the test result, this code will not count against their attendance percentage. ✦ If your child develops symptoms at school they will be isolated from the other children whilst waiting for collection – please ensure that we have up to date emergency contact details. ✦ Staff and other members of the 'bubble' can remain in school at this point.
<p>How do I book a test?</p>	<ul style="list-style-type: none"> ✦ During school hours school staff can arrange a test through using the Cumbria County Council COVID-19 helpline. ✦ Online through the NHS testing and tracing for coronavirus website ✦ By telephone via NHS (dial 119 from your phone) for those without access to the internet. ✦ From September Schools will have home testing kits that can be given to parents.
<p>Why is it important to tell school about my child's test results?</p>	<ul style="list-style-type: none"> ✦ Schools have to inform the local health protection team if a child or staff member has tested positive for coronavirus (COVID-19). ✦ It is also important so that members of staff and other children from that bubble can take appropriate action.
<p>What will happen if the test is <u>positive</u>?</p>	<ul style="list-style-type: none"> ✦ 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 then only return to school if they do not have symptoms other than cough or loss of sense of smell/taste (e.g. high temperature, sickness or diarrhoea). 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. ✦ If your child still has a high temperature, they should stay at home until their temperature returns to normal. ✦ Your child will get an attendance code of 'X' which will not count against their attendance figures. ✦ Other members of your household should self-isolate for a full 14 days – this is in case they develop symptoms.
<p>What will happen if the test is <u>negative</u>?</p>	<ul style="list-style-type: none"> ✦ If your child tests negative, they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can come back to school. ✦ 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.
<p>What will the Health Protection Team do?</p>	<ul style="list-style-type: none"> ✦ 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.
<p>Will my child be sent home if someone in their bubble tests positive?</p>	<ul style="list-style-type: none"> ✦ If a child has tested positive the health protection team will guide schools through the actions they need to take. ✦ This may include sending home other children and staff who have been in close contact with the person who has tested positive. ✦ If this is the case your child will need to stay at home for 14 days but other members of the household do not need to self-isolate unless your child develops symptoms. ✦ If your child develops symptoms you will need to book a test (see above). ✦ If your child's test is negative they must still stay at home for the rest of the 14 day period. This is because they had been in close contact with the first person who was sent home with a positive result and your child may still develop the coronavirus symptoms. ✦ If your child's test is positive 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 14 day isolation.

Covid Home School Agreement

Child's Name _____

Year Group _____

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 14 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, 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 14 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 14 days have passed.
- When dropping my child off and picking them up, I will ensure only one parent/carer accompanies them & will 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 must not bring any items into school or take items home from school apart from essential items such as hats, coats, book bags/rucksacks
- Inhalers to be left in school.
- My child will have their temperature taken during the day if they feel or present as being unwell.
- Staff may have to break the social distancing restrictions to care for your child e.g. first aid
- I will need to remind my child about social distancing rules inside school and **insist on them and not mixing with other children outside of school hours**.
- 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/carer and emergency contacts details.
- If my child is deemed unsafe through inappropriate behaviour, he/she will be sent home immediately and cannot return to school until there is confidence that they can be safe.



Child

I will do my best to:



Keep my distance from other children & keep in my group all day.



Not bring things except 'essential' items into school from home, or take things home from school.



Tell an adult if I feel unwell.



Cough and sneeze into elbow or tissue.



Walk sensibly with my grown-up to and from school.



Only use the equipment provided to me by school and no other.



Wash my hands **with soap** for 20 seconds throughout the day.



Behave well at all times and keep my hands to myself to maintain the safety of myself and others

Signed: _____

Signed: _____

Signed: _____

The most important symptoms of coronavirus (COVID-19)



new and continuous cough

or



high temperature

or



loss of, or change in, your normal sense of taste or smell (anosmia)

How can you stop coronaviruses spreading?

If you need to cough or sneeze



Catch it with a tissue



Bin it



Kill it by washing your hands with soap & water or hand sanitiser



After breaks & sport activities



Before cooking & eating



SCHOOL ETC. On arrival at any childcare or educational setting



After using the toilet



Before leaving home



Try not to touch your eyes, nose, and mouth with unwashed hands



Do not share items that come into contact with your mouth such as cups & bottles



If unwell do not share items such as bedding, dishes, pencils & towels

Site Plan

