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20th July 2020

September Plans 2020

Dear Parents/Carers,

Firstly, we would like to say a big thank you for all the messages of support that you have offered to us all at Hambrook during this difficult time. A very well done to all of you who have had to manage juggling family life and possibly work alongside home-schooling. It has been a real encouragement to all of us at school to see the wonderful activities that have taken place while the children have been at home.

As you will have heard, the plan is for schools to open fully to all pupils in September. Whilst we are keen to get back to some sort of new normality, we are also aware that the return in September will be an anxious time for some. It was great to see so many of you return during Term 6, even if just for the afternoon, as it brought a little closure to this academic year and also a little familiarity to what next year will bring. I feel that it is important to outline our plans for how the children will return in September, but please be aware this is with the caveat that it is subject to change if the government or Local Authority guidance changes towards the end of this summer break. The risk assessment that has been written will become available on the school website once it has been approved by the governors.

The Government have released the latest guidance for schools returning in September which can be read in [full here](#). This is due to be reviewed towards the end of August. In turn, I will review our own plans against any changes made nationally. We expect all children in all year groups (except EYFS who will have a phased entry) to return to school full time from **Thursday 3rd September**. As we previously stated, **Tuesday 1st and Wednesday 2nd September** will be INSET days.

The remaining INSET days for the academic year 2020/21 are as follows:

- **Monday 4th January 2021**
- **Friday 28th May 2021**
- **Wednesday 21st July 2021**

I have outlined below what school life will be like in September and I will make further contact with you if there are any significant changes from the guidance review in August.

Class Bubbles

- The government have accepted that in order for all children to return to school, social distancing cannot necessarily be adhered to. Whilst this is the case for children, staff working in the school are expected to maintain



social distancing rules from each other and the children where possible. Each class will become its own 'bubble' and should not mix with other classes. Therefore, whole school events e.g. assemblies and interventions for children across different classes will not be able to take place.

- Classrooms for the older children will be adapted to reduce the amount of furniture, ensuring that all children's tables are front facing. The children will be expected to share a table with another child, and they will remain in the same place each day.
- Adults working across classes will be kept to a minimum throughout the week. Initially, TAs will be allocated to classes rather than leading interventions across the school. All those with special needs adult allocation will continue as normal.

Break and Lunchtimes

- We will keep each class separate from the other classes – this means staggered breaks and lunchtimes.
- Lunches will continue to be a packed lunch from home or for the 'school dinner' option this will be a packed sandwich lunch bag and these will be eaten in classrooms. This will be reviewed over the first term.

Drop off and Collection

- Staggered drop off and collection times will continue and will be reviewed over the first few weeks. **Please see the timetable for this below. With the increased number of people coming to school at each drop off and collection point time, it will be crucial that parents keep to their allotted times.** This helps to spread the number of people and reduce potential contact.
- We ask that, where possible, only one parent/carer comes to school.
- We encourage you to walk to school where possible. If driving to school, please adhere to the voluntary one way system outside the school and please do not park behind cars parked along the parking strip in front of the school.

Drop off

- At **drop off times**, parents will need to leave children at the gate – there will be no parent entry onto the school grounds. Members of staff will be at the gates to welcome the children into school. Please do not wait around by the entrances to school.
- At their allocated drop off time, **children in Years 4, 5 and 6** should enter the school at the **main office side gate entrance**. A member of staff will be at the gate to greet the children.
- At their allocated drop off time, **children in Years Reception, 1, 2, and 3** should enter the school through the **usual black gate** which leads onto the school playground. A member of staff will be at the gate to greet the children.

Pick up

- **At collection times**, there will be a one way system in place. Parents/carers can enter the main playground and there will be signs in place showing you where to wait for your child/ren. Please remain 1 metre+ apart on the school playground from other families and ensure your children remain with you. They **must not** run off to other areas of the school to play. When you have collected your child/ren, please leave the playground immediately. Parents/carers will not be able to enter the school building unless a pre-arranged appointment has been made.

Drop off time (at allocated gate – see above)	Collection time	Children's surnames
8.40am	3.10pm	A – E
8.50am	3.20pm	F - M
9.00am	3.30pm	N - Z



Parents

- Parents are not to enter the school building without an appointment and must adhere to social distancing measures at all times in the vicinity and whilst onsite.
- If you need to communicate with teachers or office staff, this should be via telephone or email. Please note that all teachers will be in school working with children and so will not be available to respond during the school day.

Trips, Clubs and Wraparound Provision

- Breakfast club will run in the hall. The area will be split up for year groups to reduce the mixing of children across year groups.
- Details about Breakfast Club and after school provision will be provided towards the end of the summer break.
- There will be no after school activities in Term 1. This will then be reviewed based on any changing guidance, national and local picture of any outbreaks.
- There will be no music lessons in Term 1.
- Trips are able to be carried out if they are outside. As parents of children in Year 5 and 6 will be aware, France and Kilve trips have been postponed until 2021.

Visitors

- Visitors to the school must be kept to a minimum. Parents wishing to contact the school should continue to do so via email or telephone. No parents will be permitted to enter the school building unless a pre-arranged appointment has been made.

Uniform and PE

- Uniform will be required for all children from September.
- PE kits need to be worn into school on the day of PE rather than changing in school. Please ensure all items are labeled so that incorrect items are not sent home to the wrong house. PE days for classes will be confirmed at the beginning of term.
- PE kit consists of the children's animal team coloured t-shirt and black/navy shorts, leggings or jogging bottoms.

Equipment and resources

- Please limit the items brought in from home to the bare minimum e.g. packed lunches, a drinks bottle, coats and their reading books. This may come to school in a small bag.
- An individual set of stationary will be provided for all children in a zipped bag.
- Reading books can now be taken home but once returned to school they must be in quarantine for 72 hours. This may limit the number of books we are able to send home.
- Resources can be shared within a bubble. These will be cleaned regularly.
- Please ensure your child has a water bottle. This will be kept at their desk.

Statutory Testing

- The Government plan on reintroducing all statutory testing. Therefore Reception end of year assessments, Year 1 phonics, Year 2 SATS, Year 4 Multiplication check and Year 6 SATS will all go ahead.

Covid Symptoms

- We ask that you take your children's temperature before coming to school each day. If your child shows any of the Covid-19 symptoms i.e. high temperature, new continuous cough, loss of taste/smell, they must stay at home and you need to arrange for them to be tested. You must notify school immediately of the result of the test.



- If your child becomes unwell in school with these symptoms, we will move them to a separate room in the school and supervise them. You must make arrangements for them to be collected immediately and book an appointment for them to be tested. Therefore, it is imperative that we have your most up-to-date contact details. We understand that children often get high temperatures and it doesn't necessarily mean that they have Covid-19. However, we are legally obliged to treat it as if they do and follow the necessary procedures in order to protect everyone. Whilst this may be disruptive and inconvenient, it is not something that we are able to compromise on. We do have a digital non-contact thermometer in school to be able to check children's temperature.
- If there are any confirmed cases, a 'bubble' will be closed and all children and staff, through the NHS contact tracing process, will be told to self-isolate for 14 days.
- The children will be asked to wash their hands when they enter their classrooms as well as regularly throughout the day.

It should be noted that the above is subject to the rate and number of Covid-19 cases continuing to fall, any increase either nationally or locally may mean that our plans have to change.

When school fully opens in September, there will be a strong focus on re-integrating children to school life, adjusting to the changes in routines and expectations and working with pupils to catch up on any learning gaps. Therefore, it is going to be really important that all children are in school from the very start of term so they do not miss out on this crucial settling in time. The Government are reintroducing attendance monitoring and fining for those who do not attend.

We are aware that some of you might have anxieties over the return to school and we want to work with you to offer support in making that return. If you are anxious and want to discuss any concerns, then please email the school office. Please also be aware of the 14-day quarantine rule for some countries if you are traveling abroad as this may prevent your child from starting school on September 3rd.

Please bear in mind that with all these plans, changes may be frequent as we move through the autumn and we will keep you up to date with Government guidance. I hope that this gives you enough information on the return to school for your child/children. Below is further information about key aspects and attached is additional information from South Gloucestershire Council. We are really looking forward to seeing you all back in September. In the meantime, have a really great summer.

Take care and stay safe,

Best wishes

Emma Cholmondeley
Acting Head Teacher



Frequently asked questions

Do I have to send my child to school?

Yes, the government have said that it is compulsory to send your child back to school. We understand that you may be feeling anxious about your child's return to school particularly if you have not had much contact with others, but please be reassured that we are making it as safe as possible.

Do I need to wear uniform?

Yes. Please do not worry if not all items are ready for September start though.

What happens at lunchtime?

Children can bring in a packed lunch or opt for a school provided sandwich lunch bag. Children who receive the Universal Infant Free School Meals and those who receive Free School Meals in KS2 will be able to order their lunch in school in the usual way. The children will remain in their classrooms to eat and stay in their bubbles throughout all break times/playtimes. Break times and lunchtimes will be staggered and the playground areas will be divided up so that the children's bubbles do not mix.

What if someone in the 'bubble' shows symptoms of Covid-19?

If a child (or staff member) becomes ill, they will be taken to a separate room and kept in isolation. They will remain under adult supervision who will be in full PPE. If they need to use the toilet they will use a designated toilet. Both rooms will need to be deep-cleaned before they are able to be re-used. If your child is showing symptoms then you must arrange a test for them and notify the school of the result immediately as well as engaging with the NHS test and trace process. Negative results mean that the child can return to school once they are feeling well, provided no other household member is awaiting test results or displaying symptoms. If a case is confirmed as positive, all children and staff in that bubble will be sent home and told to self-isolate for 14 days.

What will the children do during the day?

We are prioritising the mental health and wellbeing of our pupils and plan activities accordingly using our PSHE Jigsaw scheme. We will be following the 'Recovery model' suggested by the Local Authority as well as ensuring a broad curriculum to include a focus on English and Maths. We will spend as much time learning outside as the weather allows. This year we have been reviewing our whole school curriculum and will be sharing this with parents early in the new academic year.

What if my child needs first aid?

If your child falls over, an adult in full PPE will administer first aid to your child.

Will my child still receive home learning activities?

Yes, this is in line with our homework policy and will continue to be Times Tables Rockstars, Spelling Frame and reading.

My child has music lessons – will these still go ahead?

No. For the first term, we have taken the decision not to run individual music lessons. We will review this later in the term.

Can my child scoot or cycle to school?

Children are still encouraged to walk, scoot or cycle to school. If bikes and scooters are to be left in school, then parents must accompany their children to lock their bikes in the usual place to ensure that the children maintain social distancing from other children who are in different bubbles.

