

Great Chesterford C. of E. Primary Academy



Parent Guide for September 2020

As you are aware, the Government guidance has been received and we are delighted to confirm that we are able to welcome all children back into school in September. The purpose of this communication is to outline the measures that school leaders and staff will be taking to support your child's health and well-being upon their return to school in September. The Governors and Leadership Team have carried out a detailed risk assessment and followed the DfE guidance in planning our provision. This letter also outlines any changes to our daily procedures whilst government COVID-19 measures are in place.

The Government has updated the guidance on what parents and carers need to know about early years' providers, schools and colleges during the coronavirus (COVID-19) outbreak. They have added content on summer provision, school uniform and a package of support worth £1 billion to support pupils to catch up.

The guidance can be found here: <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-earlyyears-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak>

In addition to this, the Government has produced leaflets and films for parents of children in primary school. The leaflets can be found here:

<https://coronavirusresources.phe.gov.uk/schools-/resources/leaflets/>

The film for primary school pupils can be found here:

<https://www.youtube.com/watch?v=BiefaCf2fvY>.

Systems of control

This is the set of actions that schools must take. They are grouped into 'prevention' and 'response to any infection' and are outlined in more detail in the sections below.

Prevention:

- 1) minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- 2) clean hands thoroughly more often than usual
- 3) ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- 4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
- 5) minimise contact between individuals and maintain social distancing wherever possible
- 6) where necessary, wear appropriate personal protective equipment (PPE)

Numbers 1 to 4 must be in place in all schools, all the time.

Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.

Number 6 applies in specific circumstances.

Response to any infection

- 7) engage with the NHS Test and Trace process
- 8) manage confirmed cases of coronavirus (COVID-19) amongst the school community
- 9) contain any outbreak by following local health protection team advice

Numbers 7 to 9 must be followed in every case where they are relevant.

Social bubbles

Our number one priority remains the safety of pupils and staff. In order to reduce the risk of any Covid-19 spread within the school, all pupils attending will join a 'bubble'. In line with the latest guidance, the size of these bubbles can now be increased to a whole class / year group. Consistent groups reduce the risk of transmission by limiting the number of pupils and staff in contact with each other to only those within the group. They have been used in schools in the summer term in recognition that children, and especially the youngest children, cannot socially distance from staff or from each other and this provides an additional protective measure. Maintaining distinct groups or 'bubbles' that do not mix makes it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible.

In the classroom, allocated to your child's 'bubble', children will have their own desk and chair. As a school, we are limiting the sharing of equipment and whenever equipment is shared, it will be thoroughly cleaned, after use.

Handwashing

The continued emphasis on thorough hand-washing will remain, at the start and end of the day, prior and post every break time and before and after the children eat and go outside.

Respiratory Hygiene

The 'catch it, bin it, kill it' approach continues to be very important, so we continue to have tissues and bins available in the school to support pupils and staff to follow this routine.

PPE

Use of PPE for children: Public Health England does not (based on current evidence) recommend the use of face coverings in schools. This evidence will be kept under review. They are not required in schools as pupils and staff are mixing in consistent groups.

Use of PPE for staff: Government guidelines state that staff are 'not recommended' to wear face coverings or face masks when in school. The only exception is when a child becomes ill with suspected coronavirus symptoms whilst in school, and they need direct personal care until they can return home. PPE equipment may be used to support children with personal care and first aid.

Cleaning

Our school contract cleaners continue to thoroughly clean all areas of the school with an increased emphasis on contact points. All internal and external classroom doors, where safe to do so, will be wedged open to minimise the need for pupil and staff contact.

Entry to and exiting school

At the start and end of the day, we request that only one parent/ carer accompany their child/ children to school. In order to minimise the risk of cross infection, **pupils will be allocated differing start and pick up times**. We request that outside school, the latest government social-distancing measures are maintained.

Breaktimes and Lunchtime

Breaktimes and lunchtimes have been staggered, so that children from different bubbles do not come into contact with one another. Each bubble will have their own collection of playtime equipment, in order to ensure that there is not cross-contamination of objects between bubbles.

School lunches

Children are requested to bring their own, named refillable water bottle. Children can either bring in a packed lunch or have a school lunch; menus will be available on the school website from September 1st . Given the size of the lunch hall, and the required protective measures, we will not be able to have sittings for all bubbles. Therefore, for the first half term, **only KS1** will have the option of a hot school lunch. KS2 pupils may bring in a packed lunch from home or order a grab and go option from school – this will be kept under review.

School uniform

Children should continue to wear their school uniform, and we request that uniform is regularly washed, to limit the risk of cross contamination. To reduce the number of items being transferred between home and school, we are requesting that **children come to school in their PE kits on the days that they have PE / Games** lessons. The class newsletter in September will specify which days your child will have PE. Your child will need to wear navy skins or navy tracksuit bottoms with their PE kit when the weather gets colder.

Collective Worship

Each bubble will have their own collective worship. Unfortunately, Friday whole school worship, to which parents are usually invited, will be unable to take place for the foreseeable future.

What will my child need?

- Water bottle
- Sun hat (if needed)
- Coat (if needed)
- Hand sanitiser (optional)
- Packed lunch (if needed)
- Snack (no nuts please)
- Book bag / school bag
- Reading book
- Planner (KS2)
- Reading Record (KS1)
- Pencil case (KS2, optional) - to remain in school

Class teachers will provide further detail of any other required items. We ask that children limit what they bring into school to avoid contamination between home and school.

The timetable below provides details of the staggered start and collection times for each class. The times have had to take account of access points, cloakroom provision and corridor layout between the classes.

Class	Entry / Exit Point:	Start time:	Collection time:	Break time:	Lunch time:
Reception	Reception Class door via KS1 playground	8:55am	3:10pm	10:25-10:40am	12:15-1:15pm
Class One	Class One door via KS1 playground	8:45am	3:00pm	10:25-10:40am	12:15-1:15pm
Class Two	Main entrance	8:55am	3:10pm	10:45-11:00am	12:15-1:15pm
Class Three	Year 3 external door via KS2 playground	8:55am	3:20pm	10:25-10:40am	12:15-1:15pm
Class Four	Year 4 external door via KS1 playground	8:55am	3:20pm	10:25-10:40am	12:15-1:15pm
Class Five	Main entrance	8:45am	3:20pm	10:45-11:00am	12:15-1:15pm
Class Six	Year 6 external door via KS2 playground	8:45am	3:20pm	10:45-11:00am	12:15-1:15pm

If you have siblings with the **same start time**, please drop off the **oldest** child first. If you have siblings with the **same collection time**, please collect the **youngest** child first.

Breakfast Club

Breakfast Club will not be available in September as we need to maintain the class bubbles. This provision will be reviewed and further information will follow at the start of the academic year.

In school provision

For the time being, all trips and sports events have been cancelled or postponed; this includes swimming lessons. We will keep you updated as and when things change.

Further information regarding the **school bus** and **music lessons** will follow.

Parent contact

Access to the school, including the office, will remain restricted. Parents are asked not to enter the school building unless it is for an essential reason. If you need to access the school in person, please knock on the glass door at the front of the school and support will be provided. If you have any queries, please telephone or email the school: admin@greatchesterford.essex.sch.uk.

Infection Response

We will require parents and school staff to engage with the NHS Test and Trace process and we will also contact our local Public Health England health protection team for advice if we have a positive test result. We need to ensure that staff members and parents/carers understand that they will need to be ready and willing to:

- book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school
- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test & Trace
- self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet. We will ask parents and staff to inform them immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. 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 **10 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 **10-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 temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

Managing confirmed cases of coronavirus (COVID-19) amongst the school community

We will take swift action if we become aware that someone who has attended school has tested positive for coronavirus (COVID-19). We will contact the local health protection team. This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.

The health protection team will work with school in this situation to guide us through the actions we will need to take. Based on the advice from the health protection team, schools must send home those people who have been in

close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious.

The health protection team will provide definitive advice on who must be sent home. To support them in doing so, we will keep a record of pupils and staff in each group.

Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'.

They should get a test, and:

- if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days.
- if the test result is positive, they should inform their setting immediately, and must isolate for at least **10 days** from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'

Outbreak Containment

If we have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, we would be advised that we may have an outbreak, and we will continue to work with our local health protection team who will be able to advise if additional action is required.

Thank you for taking the time to read this back to school guide to support all members of our school community. Due to COVID 19, school still requires many adjustments within this ever-changing context and we appreciate your cooperation. Regular updates will be provided as we review the procedures in place across the school.

We are really pleased to be fully reopening our school for all year groups as the staff have really missed the children and we are looking forward to seeing everyone in September!

However, please be aware that this provision remains subject to change and is based on the latest guidance; changes may be required for reasons beyond our control.