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Dear parents and carers,

Thank you for your continued support throughout the coronavirus pandemic. We really appreciate all the messages of thanks for the hard work that all school staff have been doing during this challenging time. As you are aware, we have been planning for the next phase and organising how we can bring more children back into school.

On Sunday 10th May, the Prime Minister announced his conditional plans in 'Our Plan to Rebuild' which sets out a cautious roadmap of measures to ease current restrictions. We will not know, until the public announcement, which is expected before the 28th May, whether the ambition for schools to welcome more children back will go ahead. Schools do not get any information before it is publically announced, so while we understand it is frustrating not to know for certain, we are in the same position as parents and carers.

Below, I have set out the Recovery Plan for Andoversford Primary School so that parents are fully informed of what will happen at our school. You can also find FAQs and the Risk Assessment on our website: www.andoversford.gloucs.sch.uk.

Ultimately, as parents you will make the final decision about whether the time is right for your child to return to school and whatever choice you make, we know it will be taken with your child's best interests at heart. We will support the decisions that our families make.

We look forward to welcoming you back,

Best wishes,

Rachel Bradley-McKay
Headteacher



ANDOVERSFORD PRIMARY SCHOOL

Recovery Plan: Information for Parents and Carers

Plans may change

Covid-19 is a global pandemic and a completely unprecedented situation, and as we have seen, the situation is ever-changing. While great care and attention has been taken to set out the measures that we feel will best mitigate the risks, please be aware that this will be under constant scrutiny. If the situation changes, or the government guidance changes, or we learn that another method will be more suitable, our plans will change accordingly.

Who can come into school?

From 1st June, children who are vulnerable or whose parents are key workers can continue to request their place at school by emailing the office. We will also be gradually increasing the pupils who are in school and will only be introducing one year group at a time in order to make sure that the provision in place is effective. This will start with children in Reception, who will be able to attend from Tuesday 2nd June 2020. If the measures are successful, children from Year 1 will then be invited into school from Wednesday 3rd June 2020 and Year 6 from Thursday 4th June 2020.

Any children who are in the year group for whom the school is open are encouraged to attend. If for any reason your child is not able to attend, please contact the school office as you normally would to inform us of the absence. We have had confirmation that there will not be fines or any other actions for non-attendance. Your decision about whether to send your child into school may change over time as circumstances change. Please just keep the office informed.

Pupil Groups (Bubbles)

Pupils will be kept in smaller groups, with consistent adults. Each bubble group will be allocated a specific classroom (or other space) and will have allocated toilets to use. It has been recognised that young children are not able to successfully follow strict social distance guidelines and these are not practical for a school setting so we must reduce the number of people each pupil may come into contact with. Children will not be permitted to mix outside of their bubble group. For the initial phase children will go into their normal classrooms, but will have reduced numbers. This includes vulnerable children and children of keyworkers.

Timing of the School Day

We will be operating staggered start and collection times between 8:40am and 9:20am and between 2:30pm and 3:10pm so that we can reduce the number of adults attending school at any time. Pupils have been grouped by surname so that siblings in different year groups they can be dropped off or collected at the same time.

Group	Surname	Drop Off	Collection	Friday Collection
1	A to D	8:40	2:30	12:30
2	E to Han	8:50	2:40	12:40
3	Har to Je	9:00	2:50	12:50
4	Jo to Re	9:10	3:00	1:00
5	Ri to W	9:20	3:10	1:10

Times must be strictly respected for the safety of the pupils, staff and the wider community. **Please drop off and collect children from the playground gate at the front of the school.** We will be operating a one-way system to avoid any congestion, similar to the way that supermarkets are. You should walk up towards the gate using the path and down away from the gate carefully through the car park. Please

respect the distance markers if a queue forms. We have been asked to remind parents not to gather on or near the school site.

Collection on a Friday will be immediately after lunch. This means that school staff can have their PPA (non-contact time for planning and preparation) without introducing a new adult to the bubble.

Staying in touch

Parents will not be able to have face-to-face contact with teachers; however email communication is very much encouraged to keep positive working relationships. Parents will not be permitted access into the building, including the school office. Please communicate with the school by email. Please only contact the school by telephone in an emergency situation. Before your child returns to school, parents should make sure that you have provided up to date emergency contact information so that we have at least two contact phone numbers.

Lunch and Break Times

At break and lunch time each bubble will be allocated a zone on the field or playground so that children can socialise within their group. Eating and playtimes will also be staggered to ensure that pupil bubbles do not mix. At lunchtime children will need to bring a packed lunch, or order one from Caterlink. Children who are entitled to Free School Meals, including Universal FSM for children in YR, Y1 and Y2 will be able to order a lunch without any cost. Lunches must be ordered in advance by emailing the school office.

Hygiene and Cleaning

Children will need to wear clean school uniform every day. We appreciate that you may not have enough uniform at home, but we do have additional items of second-hand uniform which parents are welcome to collect if this will help with washing/drying. When they arrive at school, children will wash their hands for at least 20 seconds with hand soap. We ask that parents encourage good handwashing techniques at home. You can use [e-bug](#) resources to support this. Children will be encouraged to wash their hands at regular intervals throughout the day including, after any activity with shared resources, break/lunch, after using the toilet, when they cough/sneeze and whenever they re-enter the building.

As much as possible children will sit in the same seat and use personal resources such as pens, pencils, books. However there are some activities which will require sharing resources or equipment – particularly for younger children who learn through play. Children will be encouraged to wash their hands and tables will be cleaned before and after any such activity.

We work closely with Glen Cleaning who provide the cleaners for our school. The cleaners have been instructed to pay particular attention to any hard surfaces and any touch points.

The Curriculum

To help with familiar routines and structure teachers will introduce areas of the curriculum which have been planned for the Summer Term in an interesting and engaging way. We want to make the experience as normal as possible for children. However, we recognise that all of our children (and adults) have experienced trauma through this process. The whole situation has been very distressing for everyone and we must be mindful of this. Additional focus on PSHCE, mental well-being, emotions and dealing with changes is vitally important to support children to re-adjust.

It is thought that the virus is also less likely to spread when outside, so there will be as many opportunities as possible to take the learning out of the classroom environment.

Remote learning opportunities will be shared on the website for those children who have not yet returned to the school site, however this will not be to the same extent as we currently provide. We will do our best to adapt the activities that children are doing in school so that all children can have a similar experience.

What should my child bring into school?

Please only send essential items into school. Children will only need their lunch and snack, a water bottle, coat, sun hat and suncream (weather dependent). PE and Outdoor Learning Kits are not needed and should not be brought into school. Ideally all items should be carried in a single bag that can be hung on your child's peg. A carrier bag is ideal for this, and it is a great way to re-use plastic bags.

Before and After-School Club

We will not be able to run any extra-curricular activities for the time being. We have worked closely with The Ark, who will not be able to offer extended childcare at this time. Children would not be able to be kept securely within their bubble during these activities. The Ark will be using their front play area for parents to drop off and collect and we respectfully ask that parents ensure that they leave a safe distance.

What happens if there is a suspected case of Coronavirus?

While we hope that it remains an unlikely situation, but if anyone falls ill and is showing the symptoms of Covid-19, they will be kept in a separate location and their parents will be contacted to collect them immediately. School staff and children are eligible for testing, which is advised within 3 days of showing symptoms. If a positive test result is recorded for any pupil or adult working in school, the whole bubble they have been exposed to will be required to isolate for 14 days.

A reminder that anyone showing symptoms of Coronavirus is not permitted onto the school site.

Current NHS guidance:



Do not leave home if you or someone you live with has any of the following:

The main symptoms of coronavirus are:

- high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to norm