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Email: admin@andoversford.gloucs.sch.uk
Tel: 01242 820407
Headteacher: Rachel Bradley-McKay



Andoversford Primary School
Old Gloucester Road
Andoversford
Gloucestershire
GL54 4HR

ANDOVERSFORD PRIMARY SCHOOL

Recovery Plan: September 2020 Information and FAQ for Parents

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.

Pupil Groups (Bubbles)

Pupils will be taught in their classes, with consistent adults. Each Year Group has allocated toilets to reduce the number of pupils using each area. 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. We are now allowed to increase the bubble size to be larger than a group of 15 so we will be creating two Key Stage groups who can interact outside. Children in Ash and Oak will be in one bubble and children in Beech and Willow will be a separate bubble. Children will not be permitted to mix outside of their bubble group. Within the bubbles, Classes will be kept separately as they normally are, apart from at break or lunch time.

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. We are not able to run errands for pupils, so items forgotten in the morning cannot be brought into the office for delivery. If essential items, such as lunches or water bottles are forgotten, we can organise to provide these from school, however please be aware this will incur a cost.

Hygiene and Cleaning

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.

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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

We will be teaching our full curriculum offer to all pupils. We continually assess children's outcomes so that if they have any gaps in their learning, we can address these through direct teaching to the whole class, small group or 1-to-1 interventions. It is very important to remember that when a child finds a particular area of the curriculum difficult, it does not mean that they will not be able to achieve in this area. With some support, resources and extra effort they can achieve great things.

Will all children be coming back full-time?

Yes. All children will be coming back into school full-time. As we always do at the beginning of September, our new reception class will have 1:1 meetings with Ms Hood followed by a transition over the first few weeks to help them get used to being in school.

Do I have to bring my child back to school?

Attendance will be compulsory as usual from September. If your child is ill or will be absent you will need to inform the school in the usual way by emailing or phoning the school office to inform us of an illness or by completing an absence request form for any other absences.

How will I drop off/collect my child?

We will continue to use the staggered start and end of the day procedures as these have been very successful at ensuring that adults are limiting contact. It is thought that adult-to-adult contact is a much greater risk so it is very important for us to concentrate our efforts on this. From September, the times will be different so that children can have their full day of learning. The shorter drop off and collection windows will mean that there is a constant stream of people, so it is even more important to be prompt. If children ride a bike or scooter to school, please make sure they dismount at the main gate and walk up the path.

One adult should bring your child/children to the front entrance and up to the gate by the side of the playground. A one way system will be in operation, so that you can walk up the path and down the car park. Mrs Bradley-McKay will be at the wooden gate to greet all children. At the end of the day, one adult should come to the same gate where Mrs Bradley-McKay will dismiss the children. Parents should form a queue using the floor markings to ensure that 2m distance is left between adults.

You must drop off and collect your child at your allocated time and leave the school site promptly so that we can avoid congestion.

How will I know which time to come?

Children have been allocated a staggered start and finish time according to their surname. We will send a text to every parent to confirm which group your child is in.

Group 1		Group 2		Group 3	
Drop Off	Collection	Drop Off	Collection	Drop Off	Collection
8:40 – 8:45	3:00 – 3:05	8:45 – 8:50	3:05 – 3:10	8:50 – 8:55	3:10 – 3:15

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Will Fridays still finish at lunchtime?

School will be back to our usual full-timetable. PPA and release time can now be covered by a different adult, but we will only use consistent members of staff for our release at the moment unless it is absolutely necessary.

How can I let my child's teacher know important information?

Please email admin@andoversford.gloucs.sch.uk so that information can be passed to teachers. We encourage you to email so that we can keep the positive home/school links that we have developed over many years.

Who will be teaching my child?

- Ash Class = Ms Hood and Mrs Beaton
- Oak Class = Miss Davis-Butler, Mrs Beaton and Mrs Barnes
- Beech Class = Miss Thomas, Mrs Wyeth and Miss Harding and Mrs Barnes
- Willow Class = Miss Packer and Mrs Bowers

Where will children be?

All children will be taught in their usual classrooms. We will be able to use the hall for PE, but classes from different bubbles will not be able to use the PE equipment on the same day.

Will it be back to normal lessons?

Children will be taught in their class as usual. There are still some changes to the classroom, such as how the tables will be set out and children will have their own set of resources to use. When we do share resources or work in groups, we will be extra careful to clean items and tables thoroughly. We will be teaching the full curriculum as normal so there will be some exciting new themes for pupils! It is still important for us to do additional PSHCE lessons to help children to understand and deal with the changes that the Covid-19 pandemic has caused both in school and in their lives outside school.

PE lessons will continue as normal and we are excited to be working with some coaches from Gloucester Rugby and from Move More. The coaches will work alongside the class teachers and will be following the Covid-19 procedures we have put in place. Children will need to bring their PE kits into school on the day that they have PE and these will be sent home after the lesson to be washed. It is very important to wash the kit after use because Covid-19 is transmitted through bodily fluids, such as sweat.

We will also be re-starting music lessons for guitar. Let's Play Music have thoroughly planned and created a risk assessment for their lessons, which will take place in groups of pupils from the same class. In Oak Class and Beech Class we will be working alongside Gloucestershire Music to deliver specialist music lessons and Whole Class Ensemble Teaching from the end of September.

Will playtimes and lunchtimes be the same?

The school will be split into two Key Stage 'bubbles' who can interact together at playtime and lunchtime. Children in each bubble will have their playtimes and lunchtimes together. Caterlink have resumed a menu for hot lunches and children will eat in the hall in their larger groups. It will be more spread apart than usual and children will sit on alternate seats so that they are not directly opposite each other. In between

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the two sittings, the tables and chairs will be washed thoroughly. We have included children in the cleaning process, which has been very successful to help them understand the importance of hygiene. Children will wipe their own tables and chairs with warm soapy water as they do now in the classrooms. After the first wash, an adult will use a disinfectant spray on the tables and chairs.

Children will be able to use Playpod equipment, which we have separated so that the two different groups each have their own equipment to use.

Will there be assemblies?

At the moment we will only be holding virtual assemblies in the classroom or outdoor assemblies when we can space out with enough distance. In the Autumn Term, the weather may not permit this.

Will my child be safe?

We will do everything we possibly can to make sure the school environment is as safe as it can be and reduce the risks. However we cannot make any 100% guarantees, we never can.

Will children/adults need to wear masks?

Wearing a face covering or face mask in primary schools is not currently recommended. However, some children or adults in school may choose to wear a mask if they feel more comfortable doing so. We will support this decision and encourage anyone choosing to wear a mask to do so correctly.

What if someone gets 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.

Families **must** follow any guidelines from the Track and Trace system if they are informed that a close contact has tested positive for Covid-19.

Will there be clubs?

We will be offering a reduced number of clubs which are suitable for the Key Stage bubbles so that children continue to mix with the same group. The Ark have informed us that they will be re-starting their breakfast or After-school provision however numbers will be limited. Please speak to The Ark directly if you will be using this service.

Will there be Trips or Visitors in school?

Educational trips and visits play an important part in our curriculum. We work with some outside agencies for some activities, such as sport or music, and we will still be inviting these people into school where their work is essential to our broad and balanced curriculum. However, they will have to follow our strict procedures and may have to work in a slightly different way – for example in smaller groups, different seating layouts or in larger spaces. Visitors will also be asked about their recent contacts and whether they have any Covid-19 symptoms before being allowed into the building. Day trips may not happen at the moment because transport is very difficult to organise whilst following Covid-19 precautions.

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Where can I get more information?

<https://www.gov.uk/coronavirus/education-and-childcare>

What if I still have a question?

We hope that we have provided you with all the information you might need, but if you still have a question or want to discuss the procedures we will happily do that. Please email via the school office:

admin@andoversford.gloucs.sch.uk