



September Reopening FAQs

Dear Parents and Carers

Following last week's general communication regarding school opening please see below a list of FAQs which we hope will give you the details required for a safe and effective start to the term. The Government is asking all schools to prepare to welcome all children back in September. While coronavirus (COVID-19) remains in the community, this means making judgments at School level about how to balance minimising any risks from COVID-19 by maximising control measures with providing a full educational experience for children and young people. We are guided by our comprehensive risk assessment prepared in advance of reopening in September for all pupils and will be reviewing all of our processes regularly as the term unfolds.

What happens if someone develops COVID-19 symptoms at school?

If anyone within school develops symptoms of COVID-19, a member of staff wearing appropriate PPE will quarantine with the person affected in a separate area until the child can be collected. You will be asked to arrange for a Coronavirus test and provide us with the results, positive or negative. If the results are positive, you must follow the Government guidance found here <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection> and those children who have been in close contact with the affected person will also be asked to self-isolate for 14 days. If the result is negative, the child may return to School.

What if my child or family member develops COVID-19 symptoms at home?

If you or anyone in your family develop symptoms you mustn't send your child in to School, and you must inform us. We will advise you of the next steps when you do so. This includes any illness as well as COVID symptoms of a high temperature, new or persistent cough, loss of smell and taste. It's also important for us to be made aware of and monitor if any children have travelled recently. Please advise us if your child has been outside of the UK within the last 14 days.

How does Test and Trace work in school?

If a member of staff or a pupil becomes ill and tests positive with symptoms of COVID-19 we will contact our local Public Health England health protection team for their advice in the first instance. As we are operating as a bubble, and keeping children separate as far as possible within this, we may not need to close unless they advise it to be an 'outbreak' which is defined as two confirmed cases.



How will you ensure good hygiene?

All children will wash their hands when they arrive and before they leave school and also before every meal or snack. Children and staff will sanitise their hands on entry to site using our mobile hand sanitising units which will be positioned at the gate at the start and end of the day and in School throughout the day. Younger children will be supervised and staff will discuss good hand hygiene with the children as part of their learning. Additional hand washing may be required throughout the day depending on activity. Hand sanitiser is located in strategic locations around the school for extra protection. Posters around the school encourage good hygiene and staff will be reminding the children of how to improve personal hygiene; it's now an embedded part of the curriculum which we teach.

How will you ensure social distancing?

Like before the summer, we will do our best. The Government recognises that social distancing in young children is very difficult, and the age group of the children put them into the lowest risk category. Our school, the timetable and activities that are planned all consider extra spacing between groups in school. The children will continue to be outside as much as possible, where the risk significantly reduces. We will educate the children in the importance of maintaining social-distancing, modelling good behaviour and supporting those who struggle. There are also visual cues around school to remind children in the form of posters, roundels and floor markings.

What happens with home learning?

All children are now required to be back in school and therefore the need for home learning supporting those away from school has gone. Google Classrooms will continue, and within the first few days of term we will be setting children up and preparing them for working online in a new series of Computing lessons so that if the need arises for a child, group of children, class or even the whole school to work from home due to COVID-19 restrictions and any local lockdown, we can instantly swop back to this method of learning.

How do I contact the School?

The School Office is open from today and I am sure you can appreciate that the first days of term are always very busy. Email is the best way to communicate with us. Please direct your questions to the School Office email account rather than those you may have used during lockdown for the class teachers; we anticipate a busy start to the term and we appreciate your patience. You can order uniform as normal via ParentMail and you will be advised when it is ready - we will pass uniform orders to the class teacher to be given to you at the gate. The School Office should only be entered in exceptional circumstances or via prior appointment and by only one person at a time. Please consider this as you will not be able to



come onsite at drop-off or pick-up. The school office will be sending out pupil data sheets for you to check we have the correct details on file. Please ensure all of your information is correct and inform us promptly of any changes.

Will staff or children be wearing PPE (personal protective equipment)?

Only staff in high risk areas will be required to wear PPE or whilst accompanying any child with COVID-19 symptoms. Children won't be asked to wear PPE.

Will the children be doing sport in school and how will this be made safe?

Children will be doing PE and Games in school and we hope to recommence swimming in Michaelmas Term. Sessions will be planned to minimise cross-contamination of sports equipment which will be quarantined or cleaned between each use. Where possible, sport will be outdoors and activities will be organised that require no close-contact. Your child should come to school in their PE kit on the days they have sport as we will not be changing children's clothes during the school day. Your child's days this term are:

- Reception - Tuesday
- Year 1- Tuesday & Friday
- Year 2 - Monday & Tuesday
- Year 3 - Monday & Wednesday
- Year 4 - Monday & Wednesday
- Year 5 - Monday & Tuesday
- Year 6 - Monday & Wednesday

Will the children be doing music in school and how will this be made safe?

I am thrilled to tell you that music in as normal format as possible starts next week! Children will have music lessons in their groups and musical instruments are quarantined or cleaned between each use. The new timetable means that Lower School and Upper School have music on different days and any singing will be done outdoors or in the large space in Sunnylands hall. Individual music lessons will restart following the guidance from NMPAT. These will now happen in larger, well ventilated spaces with the use of protective screens if needed.

How will Early and Late Club operate?

Early and Late Club will operate in a similar way to normal with a few added measures. Early Club is open from 8am until 8:30am. Children will be dropped off at the Crescent gate under the supervision of a member of staff, and will follow the green line where they will be greeted by Mrs Wildman. Late Club will operate after school until 5:45pm with collection from Late Club being via the Cedar Hub gate. This gate



is situated further up the Crescent towards the Headlands/Hawthorn Road junction. There is a telephone link to Late Club. On arrival, you will use the buzzer to tell Late Club that you have arrived, telling them your child's name. The gate will then be opened by the staff and you can wait underneath the Hub canopy and your child will be brought out. You shouldn't enter the Cedar Hub or any other part of the school facilities please.

How is the school being cleaned?

The school has been deep-cleaned over the summer and an increased schedule of cleaning by additional cleaners will continue every day. This includes a mid-day cleaning of high risk areas and touch points such as handles, table tops, switches etc.

How will you administer First Aid?

The health and safety of your child continues to be our top priority. We have a number of trained First Aiders on site who will be available if your child needs attention.

How will Fire Evacuations be dealt with?

In an emergency, such as a fire alarm, pupils and staff will follow established procedures in order to evacuate buildings swiftly and safely - this is our priority. We will practise this early in Michaelmas Term to ensure that all pupils are comfortable with these procedures.

What are the morning drop-off arrangements?

We continue to encourage parents to either use the permit parking arrangements (further details from the School Office) or the one way vehicle drop off which is the safest way to deliver children to School.

Nursery

One parent/carer is permitted to enter with their child on the right hand side of The Crescent gate and follow the orange line right and around to the Nursery entrance. Staff will receive the children at the entrance door. Please be respectful of parents' social distancing space entering the area as you leave.

Reception

In the first week of term, Reception parents should walk through the middle of the gate and follow the pink line behind the Lower School building to drop-off their children at the Reception door. A member of staff will be there to greet you.



Any Nursery or Reception parent onsite must wear a face-mask and follow social-distancing rules and not enter any of the buildings.

Parents of children in Year 1 to Year 6 won't be allowed on to the School premises in order to minimise the risk of transmission. Staff will be at the Crescent gate to receive children and direct them to their teachers.

All other parents are encouraged to drop-off swiftly at the Crescent gate where the children will follow the green line to the left and around the Hub. Children arriving after 8:20am will be directed to their playground and will be met there by a member of staff. I will be on the gate in the mornings from 8am to assist children into school and ensure everyone is heading in the right direction.

School starts at 8:45am so there is a 45 minute window for all families to arrive at school. You may need to form a socially distanced queue up the Crescent (like at the supermarket) if you arrive at a busy time. Parents dropping off by car are asked to take extra care during this period as there will be more people around the School gate. I would like all children to arrive at school safely.

What are the end of day collection arrangements?

At the end of the school day, parents will wait outside the school gate and the children will be escorted, by a teacher, to be dismissed. We will be offering two pick-up slots as follows:

- Nursery - the end of Nursery is 3.30pm and you may collect from the nursery door between 3.15pm and 3.30pm.
- Lower School - end of day finish time is 3:15pm. Your pick-up slot is 3:15pm-3:30pm.
- The Upper School day finishes at 3:30pm and you will be able to collect between 3:30pm - 3:45pm.

We appreciate your patience in keeping to these times and request that you observe social distancing if waiting.

At 3:45pm the Crescent gates will be closed and children not collected will be taken to Late Club. Younger siblings may wait by the gate for their older sibling and be collected in the second slot. Staff will be available to supervise this.

To summarise:

- Whole school early drop off 8am-8:20am - children will go straight to Early Club
- Whole school drop off 8:20am-8:45am -
 - Nursery turn right (orange),
 - Reception straight on (pink),
 - rest of school turn left (green).



- Nursery and Lower School pickup - 3:15pm-3:30pm
- Upper School pickup - 3:30-3:45pm
- One Nursery parent per family wearing a face covering permitted on-site
- One Reception parent per family wearing a face covering permitted on-site during week one only.

What will children wear?

Children should wear full winter uniforms unless it's their PE or Games day when they should wear their full school sports kit. All children should wear their coats to school. If the weather is unusually hot during September, girls may wear short white socks and blazers will be removed in School.

What lunches are available?

Once again normal school lunches will be provided with a vegetarian option. All children will eat in the dining hall where children will be adequately spaced out. All meals will be plated in the kitchen and served by our lunch time staff to avoid the sharing of utensils. All surfaces will be cleaned between sittings. The weekly menu will be sent to you via ParentMail on Fridays to enable you to monitor what your child is eating at School.

What does my child need to bring with them?

Your child doesn't need to bring anything with them and for hygiene reasons, we discourage children from bringing in toys to School. However, I am aware that many children like to have their own pencil case especially at the start of a new term. If your child has a wipe-clean pencil case they may bring that in to use but they mustn't share equipment with other children. Please don't worry if you don't have this; we will provide all children with a pencil and the basic equipment they need. Children should also bring in a named water bottle and any reading books that they may require. Children may also bring in a healthy snack for break time. Fruit is ideal in a wrapper that can be put into the bins. Please ask the school office if you have specific questions.

I hope this answers all of your questions. We will continue, as always, to communicate regularly any updates or changes. Thank you for your support.

Regards

Mr Thomas