

Federation of Grevelthorpe and Fountains  
C of E Primary Schools



*Believe Learn Flourish*  
*With*  
*Faith Hope Love*

Headteacher: Pam Acheson



Dear Parents/Carers,

We are really looking forward to welcoming all children back to school on Monday 8th March. We have completed a risk assessment and have put in appropriate measures to ensure we make school as safe as it possible can be during this period. The risk assessment will be reviewed regularly and will be determined by what changes the Government need to make moving forward.

The following considerations have been planned for to ensure the return to school is safe and protects all of the adults and children in school.

1. Entry/exit of school and movement within
2. Outdoor play (break and lunch)
3. Cleaning/hygiene considerations
4. Lunchtime
5. Re-establishing routines/expectations
6. Learning and the recovery curriculum
7. Uniform

**1. Entry/exit of school and movement within**

It is necessary to reduce the possibility of large groups of the school community gathering at any one time. Therefore, entering school and exiting school pose potential problems, as does movement within school. The DfE acknowledge that schools may change the start and finish times or introduce processes for drop-off and collection arrangements.

In light of this guidance, the following has been agreed:

During Covid-19: Drop-off Pick-up Class 1 and Class 3 8:40am 3:20pm  
Class 2 and Class 4 8:50am 3:30pm

**\*Parents who have siblings in different classes, should drop off and pick up at the earlier time.**

**\*\*Breakfast Club will run every morning from 8-8:40**

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We ask that where possible, for you to walk to school and only one parent/carer will be permitted on the school grounds. Please line up outside your classroom. Please ensure you are wearing a face covering whilst on the school grounds.

You will be met by your class teacher/TA and then the children will be instructed to leave their parents/carers and go into their classroom. We would be grateful if you could arrive on time for drop-offs and pick-ups. The playground will be open to parents to briefly wait in before your children are released. Whilst you are waiting, social distancing must be adhered to and face masks worn at all times please. Teachers will not be available to speak to unless teachers initiate the contact. Teachers must commit their time to ensuring that all children safely leave their care. Parents can contact teachers through the school office email system if they have queries about the day or they can call to make a phone appointment. The school office is inaccessible. If parents need to speak face-to-face with the office team, then parents need to call to make an appointment. The office will not be open for parents to drop-in to. However, parents can obviously still call and receive support over the phone or via the admin email. Class emails will not be operational once we return to school.

**2. Outdoor play (break and lunch)**

Playtimes will be timetabled to ensure that no class bubbles meet. Games that encourage distancing and little touch will be made available to the children. However, each group will have resources from their classrooms or the PE cupboard so that they have dedicated outdoor equipment that is taken out and used exclusively by them. This will then be gathered back in at the end of their break/ lunch time.

We are able to offer school lunches as normal and you have already selected from the menus. If you are bringing a packed lunch then can you please send this in a container that can easily be cleaned, thank you. Children will remain in their class bubbles at lunchtime and will not mix with other groups.

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### 3. **Cleaning/hygiene considerations**

In order to contain the virus, a strict cleaning regime needs to be in place. The government have provided very specific guidance about what we should be doing to effectively clean spaces in school. This will require adults that don't normally identify as cleaners to fulfil those duties throughout the day before the cleaning staff are in school to complete a thorough clean. Handwashing protocols are to be strictly followed and 'catch it, kill it, bin it' is to be promoted. Children are to be encouraged not to touch their mouth, eyes and nose. Pedal bins to dispose of tissues have been issued to each classroom and will be emptied regularly. Adults and children will be asked to wash their hands; on entry to school, before break time, after break, before lunch, after lunch, before leaving school, and anytime that they visit the toilet or cough/sneeze into their hands. Hand sanitisers will be made available in classrooms.

Temperature checks will be carried out by staff on children who are unwell.

Children will be allowed to go to the toilet as they would do in a normal school day. Staff will organise that they go one at a time and will ensure that children wash their hands afterwards.

At various intervals, adults will disinfect and clean tables, door handles and equipment. Each class will have their own allotted set of classroom cleaning equipment that will be stored appropriately within the classrooms. Laptops and computers will be cleaned after every use.

### 4. **Classrooms**

Staff have worked hard to ensure that the classrooms are ready for the children returning. Each child has been allocated their own chair and classroom resources and where possible will be sat in a forward-facing position. We will make sure the rooms are well ventilated and will plan for timetabled outdoor activities. All surfaces have been cleared to help with cleaning surfaces.

### 5. **Re-establishing routines and expectations**

It is important for the transition back to school, to quickly re-establish routines as it will give the children a sense of comfort. We appreciate that some children will find this

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transition tricky so support will be put in place. Children may be tired by the afternoon as it may take time to get back into the school routine and our timetable will account for this and there will be movement breaks throughout the day. Children may have had different eating routines so please feel free to pack a healthy snack for break times.

## 6. Learning and the recovery curriculum

In the first couple of weeks, the teachers will be carrying out assessments to determine a baseline. We will then be following our normal curriculum with children covering their appropriate year group objectives like they normally would. We appreciate that for some of the children there will be some gaps in their learning, and we will identify specific intervention programmes where necessary. We have also agreed a 'keep up, catch up' approach to our daily routine which means that teachers and TAs will plan for pre and post teaching interventions on a daily basis.

## 7. Uniform

Children should wear school uniform as normal. There is no expectation for children to bring in an extra pair of indoor shoes. PE kit should be brought in on a Monday and we will send it home on a Friday to be washed. We appreciate that shops are not currently open and the children may have grown out of some of their uniform so please don't worry if you have had to improvise. It's important that the children have layers so that they are warm as we are having to ensure the school is well ventilated. Please ensure that they have a cardigan or jumper and have appropriate outdoor clothing.

## PPE

PPE Government guidance is currently that wearing a face covering or face mask in schools or other education settings is not recommended for primary aged children. Face coverings for staff should be worn in communal areas and where there is a risk of close social contact with people you do not usually meet and where social distancing and other measures cannot be maintained. Full PPE is only needed: if a distance of 2 metres cannot be maintained from any child, young person or other learner displaying

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coronavirus symptoms. If a child in the setting becomes unwell, the existing guidelines will be followed i.e. the child will be removed to a designated isolated space where they can be monitored and supported until they are collected by their parents or carers. There will also be a designated toilet assigned to children who fall ill. Once the child is collected, both spaces will be thoroughly cleaned by a member of staff wearing both gloves and a mask. The child should then be tested for coronavirus. If the test is negative the child could return to the setting assuming they are well enough. If the test is positive, all children and adults within that group should self-isolate for 14 days and not attend the setting.

## **Breakfast and After School Clubs**

Breakfast club will operate as normal from 8-8:40. To reserve a place please ensure you have completed a booking form.

KidZone will run after school from 3:30-5pm everyday. Please ensure you complete the booking form to ensure you have secured a place.

Children will be organised in class bubbles within the hall to help maintain social distancing.

Guidance currently states that before and after-school clubs are there to support parents when:

- the provision is a part of their child's efforts to obtain a regulated qualification or meet the entry requirements of an education institution
- the use of the provision is reasonably necessary to support them to work, seek work, undertake education or training, attend a medical appointment or address a medical need or attend a support group

We are not currently allowed to put on clubs as an enrichment to the curriculum. They are to be used for your child-care needs at this stage. We are expecting that this guidance may change after Easter.

Where you are using external childcare providers or out of school extra-curricular activities for your children, we are being asked to advise you to limit their use of multiple out-of-school

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settings providers, and to only use one out-of-school setting in addition to school as far as possible. It would also be helpful if you could check providers have put in place their own protective measures.

**What children will need to bring back to school**

- Any reading books that the children have at home.
- A coat and appropriate footwear to wear all day (eg trainers) as children will not need an extra pair of indoor shoes.
- Hand moisturiser in a named container if your child suffers with sore hands after washing.
- Any medication should be prescribed and therefore have the child's name on. This should be handed to the class teacher on arrival.
- A packed lunch (if your child isn't receiving a school lunch) in a container which can be easily cleaned with the child's name on. This can include a snack for break time.
- A named water bottle.
- The work they have completed during Lockdown 3.

Class 1 and 2 will send reading books and reading records home. When books are returned to school they are quarantined for 72 hours before they are sent home with any other children. We will not be sending home reading books each day in Class 3 and 4, however we will plan opportunities for book swaps which we have done during lockdown.

As I am sure you will appreciate, guidance from the Government is constantly changing so we will review our provision regularly to ensure that we are minimizing risk as much as possible. If you have any questions or concerns, then please don't hesitate to get in touch at [headteacher@gfschools.co.uk](mailto:headteacher@gfschools.co.uk)

Kindest regards,

Pam Acheson