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Headteacher: Miss K Boardman (BSc Hons)

*"Barnabas, the Encourager"*

9<sup>th</sup> June 2020

## Malala Class - Return to School Information

Dear Parents and Carers

Apologies for the delay in sending out information about a return to school for Year 1 children. Our plans have been delayed as a member of the EYFS/KS1 team has been waiting for the results of a Covid-19 test which are taking longer than expected to come back. The staff member is fine but we would like to have the test results before taking any children back into school. As a result, we have not been able to take Simmonds children back this week as planned and **we are not in a position to take Malala children from 15<sup>th</sup> June as originally planned.**

**We are now aiming to take some of Malala children from Monday 22<sup>nd</sup> June.**

To help with final planning arrangements, we need to know if you would like to send your child to school from 22<sup>nd</sup> April. We need a definite yes or no at this stage as it may not be possible for children to join at a later date. Please complete the line form <https://docs.google.com/forms/d/1ZKfggeyiKhsVCoEyqSKFWoSvysUT0iwx9-a4jRv3ykY/edit> to tell us this information **by 3pm on Friday 12<sup>th</sup> June.**

First and foremost, it goes without saying that the safety of your child and of our staff is our top priority. We are working hard, following the latest government guidance, to develop and implement a number of new ways of working. This will allow us to open as safely as possible, focusing on measures that will help limit the risk of coronavirus transmitting within our setting.

The steps we are taking in readiness for reopening are set out below:

- Anyone who is displaying coronavirus symptoms, or who lives with someone who does, should not attend school. If children display symptoms of coronavirus in school, they will be immediately isolated and sent home. We will ask for you to arrange a test for your child. If a child in a group tests positive for Covid-19, the whole group may have to self-isolate at home for 14 days.
- Cleaning our hands more often than usual. We have developed routines to ensure children understand when and how to wash their hands, making sure they wash them thoroughly for at least 20 seconds using running water and soap and dry them thoroughly.
- Ensuring our children understand good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach and ensuring a good supply of tissues and pedal bins with lids in the classrooms.

- Implementing an enhanced cleaning schedule, ensuring surfaces touched by children and staff are cleaned regularly and throughout the day, including table tops, door handles and play equipment.
- Asking parents and carers to physically distance from each other and from staff when dropping off and collecting their children and to limit drop off and collection to one parent or carer per household.
- Asking children not to bring toys or other items from home to school.

For the vast majority of children and young people, coronavirus is a mild illness. However, some categories of children with specific serious health conditions should not attend school. If you are unsure whether your child should attend the setting due to a health condition that they or someone they live with has, please contact us so we can discuss the details with you.

### **More specific information for children in Malala Class is below:**

#### **Classrooms and Teachers**

The number of children that we can take in each class is limited by the size of the classroom. This is to allow for the appropriate social distancing.

We are hoping to split Malala class into two groups – one taught by Miss Denley and the other taught by Mrs Taylor. There will be a teaching assistant with each group as well. However even with 2 groups, we would not be able to take all of Malala class due to the size of the classrooms.

We may have to take just one group of Malala children initially. This is because our key worker group (that we have to prioritise before Y1) is growing and Mrs Taylor may have to teach this group instead. The number of children we can take into school is limited by the number of staff we have available and the number of rooms that we have.

Once we know who wants to attend, we will put in place some admissions criteria to decide who we will take first. Other children may have to go onto a waiting list.

The Year 1 classrooms will be set up in a similar way to before we closed. Children will still have access to areas of provision and will not be made to sit at their own table all day. They will still be able to use the outdoor areas.

The resources in the classroom and outdoor area all need to be washable, therefore all small toys, most books and all soft furnishings have been removed. Books will still be available but a small number will be out each day after which they will go into 'quarantine' for a week. As all the items need to be cleaned each day, there are limited resources in the classroom.

Children will have their own set of pencils/ glue and other useful items. They will be encouraged to use their own resources but some sharing of resources will need to take place within the small group.

The children will be encouraged to keep their distance from each other and reminded not to touch or hug each other but will still be able to play together with children in their small group.

The teachers will still help the children with their learning but this will be from a safe distance wherever possible.

We are aiming to send photos or a video of the classroom so children can see what their new room will look like before returning.

## **Timetable**

**School will not be open to children in Simmonds and Malala class on Fridays.** This is to enable a deep clean to take place and also to give teachers time to deliver home learning to children who aren't at school.

There will be different drop off and pick up times for each group in school in order to minimise the number of people on the playground, therefore the planned times for Malala groups are below.

- Drop off at either 9:15am or 9:30am, depending on which group your child is in.
- Pick up at 2:45pm or 3pm depending on which group your child is in.

There will be also be a one-way system at these times.

You will be informed of your times and drop-off point when we let you know which group your child is in.

## **Break times and Lunchtimes**

- School lunches will be provided each day for those children that want them. Initially only cold 'picnic bag' meals will be available (sandwiches, cake, fruit, drink).
- Some children will eat in the hall and some children will eat outside or in their classrooms.
- Lunch times and break times will be staggered so that groups of children do not mix with any other groups in school
- Outside play equipment like the climbing frame will not be able to be used as it is not possible to clean it in between groups using it.
- Children will play outside only with the children that are in their group
- Children will still be able to play with equipment such as bats and balls but these will only be used by their small group and will be cleaned each day.

## **General**

- Children do not need to wear school uniform. They should wear clothes and shoes that are suitable for outdoor play. If possible, clean clothes should be worn each day. Remember to send sun hats in. Sun cream cannot be applied by school staff so please put on sun cream before coming to school.
- The children should not bring anything from home except their packed lunch box if they are not having school dinners.
- Children will be supervised when they wash their hands to ensure this is done correctly
- If children fall over they will be helped to clean their scrape or cut as much as possible by themselves. For more serious accidents, parents will be contacted
- If children have toileting accidents, they will be helped to clean and change themselves as much as possible by themselves. Where this is not possible, parents will be contacted.

- At drop off time, children will need to be able to walk into school themselves from the drop off point near the classroom gate. School staff will not be able to take hold of children to separate them from parents.
- We have sourced a limited amount of PPE (following the Covid 19 guidance for educational setting) which is for use only for staff protection such as child vomit and not for trips, falls or scrapes.
- Children and staff are not required to wear masks in school (apart from staff in higher risk situations). If children wear a mask on the way to school, it should be removed by parents before children enter the building and taken home.
- Try to only send children to school with one adult to drop off and pick up at the allocated time. You should only bring siblings if you absolutely have no alternative option. If you do need to bring siblings, they will need to be by your side and following the social distancing measures we have put in place.
- Drop your child off at the drop off point and follow the markings to leave the school site. Please do not hang around the gates for any reason.
- At the end of the day, parents will need to stand on the 2m distancing markers and children will be sent to you one at a time.
- Parents are not allowed to enter the school building or have the daily contact or conversations they need or are used to having with staff. If you need to give a message to the teacher, please do this via dojo before the day starts or phone the office who will pass it on. If the teacher needs to pass on a message to you after school, they will do this via phone or dojo.

## **Behaviour Policy**

We have amended our [behaviour policy \(click here\)](#) to set out in more detail what our 'Be Safe' rule looks like. Children will be helped to understand these new procedures.

To help children to remember the social distancing rule we are using the phrase 'Rainbow Rule', drawing a rainbow with both arms, starting above the head and putting arms out to the side. It would be helpful if you could talk to your children about this.

## **Cleaning**

- The tables in the classrooms will be cleaned by the teachers throughout the day.
- The toilets and sinks will be cleaned by the cleaners after morning break times and after lunchtimes.
- Each classroom will be deep cleaned by our cleaners before the start of the next session.

Our school is going to feel very different however, we will continue to show children our care in different ways that does not involve close contact.

All these precautions have been put in place to stop the spread of the virus and to ensure that we all take as much care as possible in ensuring that groups of children do not come into contact.

Whilst we cannot guarantee that there is no risk of your child catching coronavirus in school, we have followed all the necessary guidance and put measures in place to minimise this risk.

I hope that this letter has given you the information you need to understand what arrangements we have made to enable children to return.

We are looking forward to welcoming your child[ren] back and I hope that you are assured that we have taken all possible steps to ensure safety for all in our school.

Our [school risk assessment](#) is available for your information on our website.

If you have any questions or suggestions, please let us know.

More information will be sent during next week once we have finalised groups.

Yours sincerely

A handwritten signature in black ink that reads "K Boardman". The signature is written in a cursive style with a large initial 'K'.

Miss K Boardman  
Headteacher