

29th October 2020

Dear Parents/Carers,

We hope you have all had an enjoyable half term break, especially when considering local and national restrictions, and we very much look forward to welcoming all children back to school **on Monday 2nd November** for the start of the second half of our Autumn term.

Thank you for your continued support with our revised expectations and procedures in school which are proving very effective in keeping our school a safe place and reducing the spread of Coronavirus (and other viruses). We would like to take this opportunity to remind all children and their families of our expectations and procedures in school in line with the government message, 'Hands, Face, Space' as outlined below:

- All children must continue to attend school unless they:
  - are experiencing symptoms of Coronavirus (a new continuous cough, a high temperature, a loss of (or change in) normal sense of taste or smell);
  - are required to self-isolate (along with all household members) and access a COVID-19 test via the [NHS testing and tracing for coronavirus website](#), or NHS 119;
  - have been in contact with a person testing positive for Coronavirus;
  - or are otherwise unwell.

Parents/carers must contact school as soon as possible regarding **any absence** and both families and staff should inform school of any outcomes from tests as well as engaging with the NHS Test and Trace system.

- Staggered drop-off and pick-up times will continue and parents/carers are asked to **maintain distance** during these times and wear a **face covering**. Please remember that children should only be **accompanied by one adult** where possible.
- Children and staff continue to work in mainly class group 'bubbles' with some interaction with others in their year group or phase for inclusion support, interventions and other educational provision. Children will spend time with other children in their phase (Y1/2, Y3/4 and Y5/6) for outdoor break times. All close contact between adults and/or children outside of class 'bubbles' (within 2m for over 15 minutes or within 1m for over 1 minute) will be recorded on our Close Contact Log to support contact tracing should a child or adult in school test positive for Coronavirus.
- Children and adults in school are reminded to maintain distance as much as possible and avoid face-to-face contact. They will use external entrances/exits and use outdoor spaces to travel around school as much as possible.

- Children will generally use the same desk space each day and will have their own stationery. Shared resources and frequently touched surfaces will be cleaned regularly or items that cannot be cleaned will be left in quarantine.
- All rooms in school will be well-ventilated with windows being kept open at all times. In cooler weather, windows will be opened just enough to provide constant background ventilation and then during breaks, doors and windows will be opened full to refresh the air. We recognise that even with heating systems in use, classrooms may be a little cooler than usual and therefore ask that children and adults to **layer up their clothing using vests etc. and bring additional appropriate indoor clothing** which could be added as necessary. This might include a plain coloured zip-up fleece jacket, fingerless gloves etc. but we ask that families avoid sending hooded jumpers.
- Families are encouraged to walk, cycle or scoot to school where possible. This will continue your brilliant work in this area which led to school winning the Jack Archer Walk to School Award. Thank you for your ongoing efforts in this area.
- Regular hand washing will continue (including appropriate washing, rinsing and drying) and additional sinks are being installed in EYFS and Year 1 to support this. **Alcohol-based hand sanitiser must not be used by children in school inline with CYC Health and Safety policy.** We understand that some children's hands are becoming sore due to increased hand washing. Please be reassured that the soap used in school is designed for sensitive skin and we are happy for children to bring hand cream (ideally unperfumed) into school for **their own use only.**
- Adults in school will wear face coverings when in shared spaces around school such as corridors, the dining hall, staffroom etc. They will remove these face coverings when teaching but will maintain distance as much as possible, especially when working outside of their usual, 'bubble'. **Children are not required to wear face coverings at all in school.**
- All site users are reminded to try not to touch their face, eyes, nose etc. and to use the 'Catch it, Bin it, Kill it' approach to promote good respiratory hygiene.

Unfortunately, large gatherings are still to be avoided so we will continue to provide assemblies online in school (at least once per week) and we are making plans to ensure that Christmas festivities can still happen as much as possible inline with our Risk Assessment and government guidelines.

A revised school Risk Assessment is attached for your information with updates shown in yellow. As always, if you have any questions or require any further information, please do not hesitate in contacting the school where a member of the team will be happy to help.

Thank you for helping us make our school a safe place for all - we really appreciate your support.

Nicola Jones (Headteacher)

