

Re-opening of school June 2020

Children

- Parents can choose to send children to school or keep them at home
- All key worker children can attend all the time
- Admission dates
 - Mon 8th June INSET
 - Tues 9th June All key worker children (N-Yr6)
 - Mon 15th June Nursery & Reception group 1 (alternate weeks), rest of Year 1
 - Wed 17th June Rest of Year 6
 - Mon 22nd June Nursery & Reception group 2 (alternate weeks)
- Parents & children given option to complete 'Lock down experience' information sheets
- Flexibility if parents want part time to support transition
- Letter to be sent to parents of returning children on 1st June with full details of arrangements (on school website www.willowstimperley.co.uk under Parents' Tab and Covid-19)

First Aid

- Each class / bubble will be provided with a basic set of first aid in their medicine box
- Children's medicine e.g inhalers to be kept in box
- Children to administer as much as they can themselves e.g cleaning, applying plasters
- Teacher or TA to supervise / administer basic first aid (Covid-19 cannot be transmitted through blood)
- Adults to stay at side or behind child (try to avoid face to face)
- Serious accidents call for Mrs Warren
- Office first aiders to administer more serious first aid requirements
- PPE (apron, gloves & mask) in office to be worn when dealing with a child or colleague showing Covid-19 symptoms

Start of day

- No cars down Victoria Road – One way walking system
- Only one parent per family to drop off children observing social distancing
- Parents to leave children at gates. Class teacher take register at gate
- Siblings dropped off together
- Staggered drop off from 8.40am to 9.35am
- Parents MUST be on time – children cannot be admitted out of staggered time slot

Learning Bubbles

- 1 Teacher and TA per bubble
- 15 children maximum
- Remain in year groups
- Social distancing in bubbles observed
- No mixing of bubbles

Learning KS1 & KS2

- Use Mrs Warren's 'Thought for the Day' as a daily focus
- The children's mental health needs to be a priority. Daily PHSE sessions / Wellness Wednesday themes
- Hygiene & e-Bug sessions
- Literacy & reading - Morning
- Numeracy & TTRS – Morning
- Creative challenge – Afternoon
- ICT suite (morning or afternoon)
- Outside learning if possible
- School learning to reflect home learning and posted on website

Learning for Year 2 – Year 6

- Continue with weekly / daily website posts – Lit / Num / Creative / online resources
- Home learning to reflect school learning and posted on website

Staggered morning Break (9.50am – 11.30am)

- Ensure NO MIXING between 'learning bubble groups' - Encourage children to stay 'stretched arms apart'
- Teacher & TA share supervision – work out between pairs
- EYFS daily rota use of outdoor area
- Daily class rota of areas

EYFS

- Children divided into smaller learning bubbles. Dividing doors between Oak and Elm shut
- Marked carpet spots (2.3m apart)
- Teacher to observe social distancing as far as possible (Interaction from side or behind, adults to always stay above child's face height)
- Only use of equipment that can be easily washed and cleaned

Staggered lunch time (11.14am – 1.05pm)

- School catering will plate up dinners and bring to classrooms / dinner choices to be made, recorded and sent to office with register
- Mrs Warren and Sue Richardson to take Lunchtime supervisor role
- Lunchtime to finish at 1.00pm
- 1 MDA per 'learning bubble'
- Bubbles to stay exclusive

Staggered Afternoon Break (1.50pm – 2.50pm)

- Ensure NO MIXING between 'learning bubble' groups
- Encourage children to stay 'stretched arms apart'
- Teacher & TA share supervision
- Daily class rota of areas

End of day

- Staggered collection from 2.40pm – 3.35pm
- Only one parent per family to collect
- Siblings collected together
- Parents to wait on pavement observing social distancing
- Children to wash hands before leaving building
- Children to go straight to and stay with parents
- All to leave school premises asap

Cleaning

- Wipe down books
- Regular cleaning of door handles, light switches, tables and chairs
- Wipe down communal equipment e.g computers, laminators etc.. after use
- Increased frequency of toilet inspections and checks to ensure sufficient supplies of liquid soap and paper towels are maintained. Staff to report shortages to site staff.

Pupil Well Being

- Children must only attend school if they are WELL and Covid-19 symptom free
- Pastoral support - additional PSHE lessons / Anxiety activities / Mental health Pack
- Hygiene support – e-Bug sessions
- Signposting parents to support/services available outside of school
- Signposting to resources on website (Parents tab / Covid-19)
- Adult available every morning X 2 afternoons per week for support

Staff Well Being

- Staff must only attend school if they are WELL and Covid-19 symptom free
- Staff to go home as soon as possible at the end of the day
- Ensure 2 hrs PPA (1 hour covered by TA, 1 hr earlier finish on Friday)
- Social distancing in staffroom (X 3 areas, staff room, outside area, hall after 12.15pm)
- Staff pair up for mentoring support 'Well Being Buddies'

Office

- All staff to use sanitiser / wash hands on entering building / after receiving deliveries
- Phones to be wiped down regularly
- Door handles disinfected regularly
- Speak to visitors through closed glass partition
- No external visitors into school

Communication

- Children at home – via SeeSaw, video calls / Zoom
- Parents – via letter, telephone, email (from office account) or TEAMS
- Outside agencies – as above

SEN

- TA support for every 'Learning Bubble'
- T Hirst SENCo admin role
- K Riley 1:1 support

New Rules

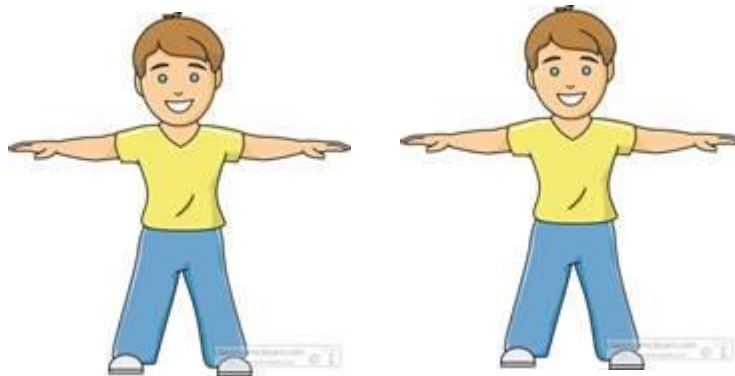
Children who attend the Willows on a phased return because of coronavirus (COVID-19) will still be pupils for all purposes. For example, they will still be pupils for the purposes of the school's SEN, safeguarding and school medical duties. The school will continue to apply its normal behaviour policy to all children. <https://www.gov.uk/government/publications/school-attendance>

Refusal to follow social distancing and other associated health and safety measures will be considered a breach of the school's behaviour policy. The school will be happy to work with parents/carers to address these issues where a pupil's behaviour is impacted by any special needs or disabilities.

Please note and discuss these additional school rules with your children before they return:

- I will stay with my 'learning bubble'
- I will remain in my place when working
- I will only use my own equipment
- I will keep a '**stretch**' away from my friends
- I will wash my hands regularly
- I will keep my hands away from my face
- I will catch sneezes and coughs (Catch it, Bin it!)
- I will tell a grown up if I feel ill

A stretch is as follows



Other

- Risk Assessment – see separate document by governors 28.5.2020 (on school website www.willowstimperley.co.uk under Parents' Tab and Covid-19)
- PPE – Gov guidelines state '*Wearing a face covering or face mask in schools ... is not recommended.*' Staff may choose to wear a face covering if they wish but will need to provide their own.
- Children and staff should stay at home for a period of 14 days if they develop coronavirus symptoms. Symptoms include a high temperature or a new, continuous cough. Where symptoms continue after 7 days, or begin to worsen, you should call 111. If someone in a household has symptoms, staff and children must self-isolate for 14 days from the day the other person's symptoms started. This is because it can take 14 days for symptoms to appear. More information regarding symptoms and actions can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>). Or all pupils, or persons within their household that have COVID 19 symptoms should not attend school/ setting until they can be tested. If test is negative they can return to their school/setting.
- If parents or staff think they may have been exposed to or has coronavirus, they contact the school on 0161 980 7685 at the earliest opportunity.

Approved by Governors on 28.5.2020