

19/06/2020

Dear Parents and Carers,

We have spent a lot of time looking at our organisation and making detailed risk assessments so that we can make the return of your children to school as safe as possible. This information is on our website for you to read the detail if you wish. This includes pictures of the provision we have put in place.

We recognise that some of you will have made the choice not to send your children back to school. If your child is coming back to school please be aware that you will no longer receive the food vouchers. Year 6 return on Monday 22nd June and Siblings start on Wednesday.

If your child is returning to school you we will need your support and **will insist all adults and children follow the directions given.**

We are taking the following actions to mitigate risk in school and parents need to take particular notice of and adhere to the following

- At the beginning and end of the day, a small number of parents will be admitted at a time through the front entrance, they will walk through the playground, collecting children on the way and exit through the back entrance.
- **All scooters and bicycles must not be left in school**
- **All children must come to school in clean clothes every day (even if that means they are not wearing uniform)**
- It is each adult's responsibility to keep all children standing with them and not running around
- If you wish to speak to a member of staff you need to do so by telephone.
- Staff (including leadership) will not be able to stand and talk in the playground.
- Parents need to provide children with a personal drinking bottle that has their name on it.

In school

Each cohort will be split into 3 or 4 groups (depending on numbers) with allocated staff. The children and staff will remain in the same group throughout the whole period (where possible) to further reduce the risk of infection.

All classes will have

- jugs for water
- hand wash and antibacterial gel
- sanitiser and cloths
- paper towels
- tissues
- lidded bins
- first aid kit

Equipment

Y1 – Y6 individual

- Zip pocket
- Pencil
- Pen
- Rubbers
- Sharpener
- White board pen

Group use

- Glue sticks
- Colouring pencils/pens
- Scissors
(these are not used every day and can just be wiped down)

Drinking water – all children should bring their own water bottle with their name on it.

It is the parents' responsibility to wash and sanitise them regularly. We are able to refill bottles throughout the day.

Toilets – not possible to allocate specific toilets to each group so cleaner in all day constantly cleaning toilets, door handles, communal areas

Corridors and stairs – keep to the left

First aid

- There are masks, visors, aprons and gloves to minimise the risk of transference during the administering of first aid
- Normal first aid procedures apply
- If a child is showing symptoms they are brought to the hall and a member of senior staff will stay with the child until they are collected

Covid-19

- If a children shows symptoms of Covid-19 at school, Government advice says that the rest of the group stay in school unless or until there is a positive result for Covid-19. This could take up to a week
- At Southwark Park if **one member of the group shows symptoms of Covid-19, they will be sent home** (this decision will be made by senior staff in conjunction with first aiders).
- **Children and the staff in the rest of the group** will also be asked to go home until we hear if the test was positive or negative. You will be inform all concerned.
- If the test is positive you are advised to follow government guidance, if negative we will invite everyone back to school.

Entry to school

- Parents & children line up at the front entrance keeping 2 metres distance entering through the small gate to the right of school, along the front of the building. Signs will show you where to enter and exit.
- **Children starting times are listed below**
Reception + Key worker & siblings for reception 8.50 – 9.00
Y1 8.55 – 9.00 + siblings
Y6 9.00 – 9.10
- **Parents must remain on the path at all times as they walk through the school.** Teachers will be standing in designated spots in the playground to receive your children.

Washing hands on entry

Children will be taken directly to their allocated classrooms where they will immediately wash their hands with soap and water. The children will wash their hands frequently throughout the day.

Antibacterial hand gel will also be available in all rooms with adult supervision.

Playground and breaks

- Break and lunchtime will be staggered to reduce the number of children in the playground at any one time
- Playground will have 5 zones with equipment only for that group, washed after lunchtime.
- Groups should stay in their own zone, with an allocated adult.
- At lunchtime children will be in the playground for 30 minutes and in class for 30 minutes
- Children will eat a school provided packed lunch in their classroom
- First aiders will be equipped with masks, gloves and visors

Exit from school

All children and adults will wash their hands before leaving

At **3.25pm** children will come to designated spots in the playground.

Parents **enter through the front entrance** (only a certain number of adults will be permitted to enter at a time to ensure social distancing), collect children from the playground staying on the path and **exit through the back gate**.

A requirement for opening school is to keep them in groups of 15 or less with the same adults, so we cannot cover teacher's planning time as we would normally.

Therefore, school will finish at 12.30pm on Fridays