

## Plans for the Reopening of St. Mary's

Firstly, I would like to say, 'thank you' to all our parents and families for your kindness, understanding and support during these very challenging times that we have all experienced.

Since the government announced its plans for the phased reopening of primary schools from the 1<sup>st</sup> June 2020 – **the 8<sup>th</sup> June for St. Mary's**, we have been working tirelessly to make sure that school is fully prepared to welcome our children back, making the safety of our children, our staff and all of our families our top priority.

St. Mary's, St Aidan's and Chapel End Primary Schools have worked together to create a consistent and safe plan to enable more children from our local area to attend school - whilst prioritising safety.

All three schools want to begin a phased opening, as soon as possible, however, given the need for safety, we intend to move slowly and cautiously – continually stopping to reassess the situation on a global, national and local level to ensure that we, as a school community, are doing all we can to keep everyone safe.

St. Mary's Governing Body has agreed the following plan as a way forward:

- **Week beginning 8<sup>th</sup> June**, school will continue to be open to the children of keyworkers and vulnerable children **ONLY**, as it has been throughout the lockdown. We anticipate that this number will increase significantly over the next few weeks, as more and more key workers return to work. **The number of keyworker/vulnerable children attending school will have a marked impact upon what we, as a school, can safely offer our other children in terms of their return to school. Please note that our keyworker capacity is 70 children. If we have more than 70 children requesting places, places will be allocated to those children whose parents are BOTH keyworkers. Proof of keyworker status will also be needed if threshold levels are reached.**
- All keyworkers needing places in school must have booked places, via email or telephone, for their child/ren **NO LATER than WEDNESDAY 3<sup>rd</sup> JUNE**. This will enable school to prepare for the increased numbers. It is better to err on the side of caution and book a place if you are unsure of dates, as places cannot be guaranteed for anyone booking after this date.
- Breakfast and After School Club will be open as normal.
- Children attending school will be placed into small protective 'bubbles' of no more than 15 in the keyworker section of school and smaller 'bubbles' for individual year groups returning to school. The size of these bubbles will be determined by the number of children in the cohort attending school; the age of the children and the size of the room allocated to the year group.
- School will reopen to **Reception and Year 1 children ONLY from Monday, 15<sup>th</sup> June 2020 IF THERE IS CAPACITY TO DO SO. PLEASE REFER TO THE TIMETABLE FOR ORDER OF PRIORITY.** This date will enable school to ensure that there is capacity, both in terms of staffing and room space, once increased numbers in the keyworker section of school have settled and levelled off.
- **If capacity is limited, then no children, other than keyworker/vulnerable children, will be invited in, until it is safe to do so. We will let parents know ASAP if this is the case.**

- **Can we please ask any parents who have yet to let school know if they require a place for their Reception or Y1 child to do so with a matter of urgency, so that we are able to calculate numbers and create 'bubbles'.**
- All children returning to school DO NOT need to wear school uniform. They are welcome to come in appropriate outdoor clothing and footwear suitable for physical activities. Suncream will need to be brought into school, along with hats and labelled water bottles.

PLEASE NOTE THAT SOCIAL DISTANCING MEASURES IN SCHOOL WILL BE VERY DIFFERENT TO THE 2M DISTANCING ADVICE FOR ADULTS. SCHOOL WILL WORK WITHIN THE GOVERNMENT GUIDANCE QUOTED BELOW,

'...early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years and schools, we are taking this into account. Schools should therefore work through the hierarchy of measures set out above:

- avoiding contact with anyone with symptoms
- frequent hand cleaning and good respiratory hygiene practices (This will be taught again during the first week that the children return to school)
- regular cleaning of settings
- minimising contact and mixing (This will be achieved through our protective bubbles which prevent children from having contact with children from other bubbles.)

It is still important to reduce contact between people as much as possible, and we can achieve that and reduce transmission risk by ensuring children, young people and staff where possible, only mix in a small, consistent group and that small group stays away from other people and groups.' (our protective bubbles)

- Reception children will be taught in small groups of no more than 9. All groups will have at least one member of staff with them. Please note that this will not be Mrs Amor.
- Reception children will be based in their own classroom area (numbers permitting), but it will be a very different looking base with many toys/soft furnishings etc. stored away due to difficulty in cleaning them once other children have played with them. As much time as possible will be spent learning outdoors. Individually named whiteboard packs will be provided for the children to use
- Reception children will have the use of their own toilet block – a toilet card system will be in place to reduce the number of children in the toilet at one time
- Reception's school day will run from **9.30am – 3.00pm Mon-Thurs** in order to prevent a build-up of parents dropping off and collecting their children at the beginning and end of the school day. Can we please ask that the Reception children are dropped off and collected by a single adult in order to reduce numbers around school.
- Reception children can be dropped off and collected from the **front door**. We ask that parents strictly adhere to these times as the keyworker children are collected from the same door from 3.15pm and we need to ensure that the pathways are clear
- Reception parents are responsible for the supervision of their children at the beginning and end of the school day and must ensure that social distancing measures are adhered to.
- Reception children can either bring a packed lunch to school or opt for a school meal. Children who have school meals will be given a 'lunch in a bag/box' to avoid the shared use

of trays. Lunches will be taken to the children, who will either eat inside their classrooms or outside on the grass if the weather is nice. This will reduce movement around school

- Y1 children will be taught in 3 groups of no more than 10 children with a minimum of 1 adult attached to each group. This adult may not be their class teacher.
- Y1 will be taught in the Y1&Y2 classrooms and the Library base. The children will have use of their own toilet block. Children will be given toilet passes to ensure that only 1 child is in the toilet at a time.
- We ask that the Y1 children bring their own, named pencil case into school containing a pencil, ruler, rubber, sharpener, colours, scissors and glue stick. This will help us to ensure that the children are not sharing resources. This pencil case will need to remain in school and must not travel between home and school. If you are unable to provide this, we will prepare a pack for the children – but our resources are limited.
- We will provide the children with an individual white board, pen and rubber for their sole use whilst in school. This will be kept in a named wallet.
- In order to avoid contact with our keyworker children and their families, we are asking Y1 to enter school **via the gate at the side of Church** (not the main club car park gate). It is the responsibility of parents to ensure that they maintain a 2m distance from other families when dropping off and picking up their children.
- The Y1 children will need to be left at the gate and they will be directed by staff into their classroom base via their usual doors. The children can be collected from this same gate. If the weather is wet, the children can be collected from the Junior Hall door – facing the church yard. Can we ask that children are dropped off and collected by one adult only
- Y1's school day will run from **9.15am – 3.30pm Mon-Thurs**. This staggered start/end will enable our keyworker and Reception families to drop off/collect their children and safely leave the site before Y1 are dropped off/ collected
- Lunches will be brought to the children in their classroom bases in order to reduce movement around school. Children who have school meals will be given a 'lunch in a bag/box' to avoid the shared use of trays etc.
- School **will be closed** to **all** children (with the exception of the keyworker/vulnerable children group) **on a Friday** to a) enable staff to plan and prepare for the week ahead and b) school and resources to be deep cleaned in preparation for the following week. School will be cleaned thoroughly every evening, with contact points e.g. handrails wiped down regularly throughout the day.
- SLT and the governing body will review procedures and plans weekly to decide if, and when, school can safely open up to other year groups. Before each new year group returns to school further details will be sent out explaining how their return will be organised.

**Following reassessment, and providing we have the capacity to open up to other year groups, the proposed plan will be as follows:**

**PLEASE BE AWARE THAT THIS PLAN IS SUBJECT TO CHANGE. WE WILL INFORM YOU OF ANY CHANGES AS SOON AS POSSIBLE.**

| <b>Date</b>      | <b>8<sup>th</sup> - 12<sup>th</sup><br/>June</b> | <b>15<sup>th</sup> - 19<sup>th</sup><br/>June</b> | <b>22<sup>nd</sup> -<br/>26<sup>th</sup> June</b> | <b>29<sup>th</sup> - 3rd<br/>July</b>    | <b>6<sup>th</sup> - 10<sup>th</sup><br/>July</b>          | <b>13<sup>th</sup> - 17<sup>th</sup><br/>July</b>         | <b>20<sup>th</sup> -<br/>22<sup>nd</sup> July</b>                          |
|------------------|--|---|---|--|---|---|--|
| <b>Group</b>     | Key Worker Vulnerable Children                   | Key Worker Vulnerable Children                    | Key Worker Vulnerable Children                    | Key Worker Vulnerable Children           | Key Worker Vulnerable Children                            | Key Worker Vulnerable Children                            | Key Worker Vulnerable Children   |
| <b>Mon - Fri</b> |  |   |   |  |   |   |  |
| <b>Date</b>      | <b>8<sup>th</sup> - 12<sup>th</sup><br/>June</b> | <b>15<sup>th</sup> - 18<sup>th</sup><br/>June</b> | <b>22<sup>nd</sup> -<br/>25<sup>th</sup> June</b> | <b>29<sup>th</sup> - 2nd<br/>July</b>    | <b>6<sup>th</sup> - 9<sup>th</sup><br/>July</b>           | <b>13<sup>th</sup> - 16<sup>th</sup><br/>July</b>         | <b>20<sup>th</sup> -<br/>22<sup>nd</sup> July</b>                          |
| <b>Group</b>     |  | <b>Reception</b> and if we have capacity          | <b>Reception</b> and if we have capacity          | <b>Reception</b> and if we have capacity | <b>Reception</b> and if we have capacity                  | <b>Reception</b> and if we have capacity                  | Possible face to face meetings or phone meetings with our new Rec families |
| <b>Mon-Thurs</b> |  | <b>Y1</b>   | <b>Y1</b>   | <b>Y1</b>                                | <b>Y1</b><br><br>and if we have capacity<br><br><b>Y6</b> | <b>Y1</b><br><br>and if we have capacity<br><br><b>Y6</b> |  |

We acknowledge how important it is for parents to have all relevant information, enabling you to make plans to move forward too. I will endeavour to be as open, honest and transparent with all plans and decisions made and keep you informed every step of the way.

As you can appreciate, no school can guarantee 100% safety from the virus, but we have taken advice from government and Public Health England to put all necessary risk assessments and safety precautions in place. Such measures include:

- PPE in every classroom (e.g. gloves, soap, paper towels, antibacterial wipes)
- An isolation room has been set aside for use if a child becomes unwell in school. Parents will be asked to collect the child immediately.

- Windows and doors will be opened to improve ventilation and to reduce contact points when moving around school. There will be lots of opportunities for outdoor learning
- If a child becomes unwell, with COVID symptoms, their 'bubble' will be asked to stay away from school until a test has been administered and the results obtained
- Children do not need to wear masks
- Adults do not need to wear masks unless administering first aid
- Children will be grouped in 'bubbles' of no more than 15 for keyworker/vulnerable children, as they are based in the larger classroom bases, and 10s in all other year groups, to ensure socially distanced seating in classrooms – as far as practicably possible
- Each child will have their own table with all necessary equipment for them to use at their table to minimise movement around the classroom
- Groups of children will be supervised by the same adults as much as possible – not necessarily their own class teacher,
- Staggered pick up and drop off times
- Staggered play times and lunchtimes
- Regular handwashing throughout the day
- All soft play, wet play and various other materials within the classrooms that could potentially harbour germs to be removed/taped off
- Children's books/worksheets will not be handled by staff for marking.
- Children will eat in the classroom – school meals will be brought to them to reduce movement around school. If the weather is nice, the children will eat outside
- Keyworker/vulnerable children will eat in the dinner hall
- One-way system/staggered movement around school to minimise contact in corridors
- Introduction of toilet passes (one child at a time in toilets)
- Allocated toilets to each year group
- Only one adult to pick up and drop off. Parents will need to assume responsibility for ensuring that a 2m distance is kept during these times
- Adults must only to come into the foyer to speak with office staff if absolutely necessary. Glass partition will remain closed. – Phone calls/emails are encouraged
- Money brought into school to be placed into a box/zip wallet in main entrance
- School will not be accepting any volunteers into school during this time
- School will only be open to keyworker/vulnerable children on Fridays – allowing staff to 'deep clean' classrooms and resources and to plan and prepare for the week ahead.

This list is not exhaustive and will be adjusted accordingly over time and in response to the age and number of children attending school.

As stated, the safety and welfare of the children, staff and families is of paramount importance and whilst we are eager to get our children back to school and education, we need to ensure that this is not putting anyone at increased risk of infection from Covid-19 at this time. All plans made will ensure that children are invited back at the right time and when we can offer you, as parents, the reassurances you will need that your child will be safe.

Equally, as a school, we ask that parents also do their utmost to keep our school community safe.

**If your child or anyone in your household displays any symptoms please do not send your child to school.**

Parents will not be fined if you decide not to send your child(ren) to school. Home Learning tasks will continue to be set for all year groups.

Many of you will also be aware that the government has expressed its desire for all remaining year groups to return to school for a month, prior to the Summer Holidays. Based on the above plan, and in the spirit of transparency, it does appear that this will be highly unlikely, as in order to bring all year groups back, 'bubbles' would need to be put back together as a year group of 30. If the advice was to maintain small, class sizes, St. Mary's does not have the classroom or staffing capacity to accommodate what will in effect be double the number of classes (based on the groups of no more than 15 model currently recommended). With 30 children in a class, no social distancing measures will be able to be adhered to –thus the safety and well-being of our children, staff and families would be compromised.

However, it is possible that the death rate may continue to fall and that the R rate settles to a figure well below 1. If this does happen and guidance changes, then we will of course welcome all of our children back. Unfortunately, this is something that we are unable to plan for at this current time, but will keep you informed if, and when, the situation changes.

If school does remain closed to the rest of our school community, I will of course be in touch over the coming weeks to share staffing arrangements and classes for the new academic year with you. I will also hopefully be able to share with you how the new school year will look.

Finally, I want to thank you all for supporting the school with our best endeavours to bring more children into school over the coming weeks, whilst prioritising everyone's health and well-being. If you have any further comments, questions or concerns, please do not hesitate to contact school.

As always, I send my love and best wishes to you all. Stay safe.



Head teacher



Chair of Governors