



# KING EDWIN PRIMARY SCHOOL

## A GUIDE TO RETURNING BACK TO SCHOOL IN SEPTEMBER

Mr Callaghan-Wetton

September 2020 Edition 2 (following initial guidance released 26<sup>th</sup> July 2020)

# Full Re-opening Plan for September 2020

We have been making plans for the full re-opening of the school in September 2020. The first day of term is Monday 7<sup>th</sup> September Year 1-6 and Wednesday 9<sup>th</sup> for Foundation children. All children are expected back in school.

Detailed below are the measures we will take to ensure the risk of COVID-19 is as low as possible. These measures are based upon our current practise and the guidance as issued by the Department for Education (DfE). They are grouped into categories of 'prevention' and 'response to any infection'.

## Prevention

- **Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.** Parents are asked not to send their child to school if they have symptoms of COVID-19. Children or staff who display symptoms will be sent home. Anyone who has symptoms is required to self-isolate and to get tested. If they test negative, they can return to school.  
*See <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>  
<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>*
- **Clean hands thoroughly more often than usual.** Every classroom has a refurbished sink. We have added additional sinks in Foundation. There are hand sanitizer points in every classroom and around the school. Regular hand washing times are built into the daily routine of school.
- **Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.**



# Full Re-opening Plan for September 2020

## Prevention (continued)

- **Enhanced cleaning**, including cleaning frequently touched surfaces often. Enhanced cleaning happens after school every day and there is additional cleaning of key areas and surfaces during the day too. Resources used by more than one bubble will be cleaned rigorously in between use. Lunch time cleaners are now employed.
- **Minimise contact between individuals** and maintain social distancing wherever possible. The guidance makes clear schools must do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum. The overarching principle is to reduce the number of contacts between children and staff by keeping groups separate (in 'bubbles' ) and / or through maintaining distance between individuals. We also need to consider reducing contact between parents and staff before and after school. Both measures will help, but the balance between them will change depending on specific circumstances.

## Bubbles

- The children will work in two bubbles. Primarily, this will be their ***class group***, but they may also mix with ***their year group at break and lunchtime*** and for interventions / catch-up sessions. Foundation 1 and Foundation 2 will be in their single bubbles. We will be staggering break and lunchtimes to allow year groups to have a playground space to themselves. School meals will not operate a full service at first, packed lunches will be taken in the classrooms for the ***first three weeks*** before hot meals are resumed. Staff will predominantly work within a year group bubble, but some will work across year groups at further social distancing measures (2m plus).
- Staff will be socially distancing whenever possible and appropriately to the needs of the children.



# Full re-opening Plan for September 2020

## Drop-off and Pick-up

- To reduce congestion we are staggering the opening of school. Only one adult should accompany their child *wherever possible*. When doors open, parents should send children into class whilst keeping their distance. No congregating in groups is permitted. Children will not line up. Children are to enter the classroom as they arrive. A degree of flexibility will be given at collection and drop off times but parents are asked to adhere to our specified times as closely as possible.

Age Group	Entry Time	Entrance
F1	8.40am	Foundation (Cricket side West)
F2	8.50am	Foundation (Cricket side West)
Y2	8.50am	Foundation (Cricket side West)
Y4	8.50am	School Car Park side (East)
Y6	8.50am	School Car Park side (East)
Y1	9.00am	Foundation (Cricket side West)
Y3	9.00am	School Car Park side (East)
Y5	9.00am	School Car Park side (East)
Age Group	Departure Time	Entrance
F1	3.20pm	Foundation (Cricket side West)
F2	3.00pm	Foundation (Cricket side West)
Y2	3.00pm	Foundation (Cricket side West)
Y4	3.00pm	School Car Park side (East)
Y6	3.00pm	School Car Park side (East)
Y1	3.10pm	Foundation (Cricket side West)
Y3	3.10pm	School Car Park side (East)
Y5	3.10pm	School Car Park side (East)





# Full Re-opening Plan for September 2020

## Prevention (continued)

### Classroom Set-up

- Tables will be in rows (except Foundation) and all children will sit facing forward rather than in groups. When children sit on the carpet, they will also sit in rows with a gap between each row.

### Bags & Equipment

- It is recommended pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats and reading books. ***Bags are allowed.***

### School Uniform

- Uniform should be worn as usual. They do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods that are different from normal. We ***do expect all children to be wearing their uniform*** – no exceptions will be permitted as we want children to return to our previous expectations and instil that sense of belonging to Team KEPS

### Appropriate personal protective equipment (PPE)

Staff will not routinely wear PPE. They will wear it if they are supervising a child with COVID-19 symptoms and they are unable to keep their distance, if they are undertaking intimate care or cleaning bodily fluids.



# Full Re-opening Plan for September 2020

## Response to any infection

### Engage with the NHS Test and Trace process

- We are required to provide to **NHS Test and Trace** the names and contact details of anyone in – or who worked with – a bubble with a confirmed case of COVID-19.

### Manage confirmed cases of coronavirus (COVID-19) amongst the school community

- We will contact the local health protection team if there is a confirmed case of COVID-19 in the school. They will also contact us directly if they become aware of someone who has tested positive for coronavirus (COVID-19) and has attended the school. The health protection team will guide us through the actions we need to take. This may include sending home those people who have been in close contact with the person who has tested positive and advising them to self-isolate for 14 days.
- Household members of those sent home do not need to self-isolate themselves unless the child or staff member who is self-isolating subsequently develops symptoms. If someone in a bubble who has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance> and get a test.



# Full Re-opening Plan for September 2020

## Response to any infection (Continued)

- If the test result is positive, they should inform the school immediately, and must isolate for at least 10 days from the onset of their symptoms. Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms.

## Contain any outbreak by following local health protection team advice

- If we have two or more confirmed cases within 14 days or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, we may have an outbreak, and we will continue to work with the local health protection team to decide the appropriate action.
- In some cases, the health protection team may recommend a larger number of other pupils self-isolate at home as a precautionary measure – perhaps the whole site or year group.
- In consultation with the local Director of Public Health, where an outbreak in a school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive.
- Testing will first focus on the persons class, followed by their year group, then the whole school if necessary, in line with routine public health outbreak control practice.



# Full Re-opening Plan for September 2020

## Local Outbreaks

- If Newark and Sherwood area were to see a spike in infection rates resulting in localised community spread, appropriate authorities will decide which measures to implement to help contain the spread. This might include a local lockdown (as happened in Leicester and Greater Manchester).

## Contingency plans for self-isolating pupils and local outbreaks

- We will provide remote learning, via TEAMS, for individual or groups of self-isolating pupils. If the school was asked to close to all pupils in the event of a local outbreak we would return to remaining open only for vulnerable children and the children of critical workers, and providing remote education for all other pupils. We will be providing remote lessons to whole groups of isolated children if possible.

## Reconnecting Curriculum Planning

- We have advanced plans in place to ensure the children quickly close gaps that have been created by the lockdown. Teachers already have a good idea of which areas of the curriculum have been missed and individual and class gaps, but some further assessment will be undertaken in September. Intervention groups have already been identified and they will start immediately.
- We are still waiting for details of how much of the promised £650m funding we will receive.
- We have already built in some extra capacity, but once we know the exact figure, we will put further measures in place.





# Full Re-opening Plan for September 2020

## Breakfast and After School Club

- Sherwood Childcare will be restarting their service from September - You can book on their website however places are limited. Their protective measures will be in-line with the school.
- There are several other very good childminders in the area that are also taking bookings

## School Clubs

- We will be reviewing how we can run other clubs in early September. We will be offering many sessions as soon as we can establish a positive and very safe daily provision in normal school hours.
- Many additional clubs will be offered as part of our support offer – we are also opening during some of the October half term break

## Term time holiday and absence

- We are asking all families to do all that they can to ensure very strong attendance in school. We will not sanction any term holiday and respectfully ask that parents do not book term time holidays as this goes directly against all of the efforts that school will put in place to support children after such a turbulent few months



# Full Re-opening Plan for September 2020

## Educational visits and Residential visits

- The current advice is that local trips may resume later in the Autumn Term. We will think carefully about if and where we go, but outdoor activities, such as sport or nature walks are possibilities.
- We are hopeful that the residential visits will be able to go ahead later in the school year and we are working with providers to achieve this ...to ensure appropriate protective measures are in place.

## Further information

- Parents are asked to keep in contact and monitor our emails, social media and other communication systems – this will help us to act quickly in the event of any outbreak and it will also help us to 'open up' and adapt more if a relaxation of lockdown restrictions is instructed by the Govt.

## Support

- We ask all parents to use our [helpandsupport@kingedwin.notts.sch.uk](mailto:helpandsupport@kingedwin.notts.sch.uk) if they are concerned or need support– we will endeavour to respond within at least 5 days



# Return to school support for parents

***Does my child have to attend school?*** Yes, from Monday 7th September all children in Years 1-6 **must** return to school. Foundation children start from Wednesday 9<sup>th</sup> September

***How will you keep my child safe?*** We will be putting measures in place to keep our community as safe as possible. We will follow all govt. guidance and adapt to every update as swiftly as possible.

***What will my child wear?*** Full school uniform must be worn each day.

***Can I call into the school office to drop something off or meet my child's teacher?*** Please call or email us if this is necessary

PE shoes (trainers) and PE clothing can be brought into school as normal

All children will need plenty of water in a labelled bottle.

All children must arrive and be collected on time every day

If you do not pre-order a school lunch, your child will need to bring a packed lunch

Children must NOT bring in their own sanitizer. We have plenty in school

Children do NOT need to wear a mask – guidance suggests that it is not required in Primary school

Start and end times will be staggered.



# SCHOOL RESPONSE IF CHILD DISPLAYS SYMPTOMS DURING SCHOOL TIME

Concern raised by the child themselves or by an adult supervising.

Person is isolated immediately. Child's parents will be contacted.

Child must be collected immediately from school.

## Negative Test Result

Child may be required to self-isolation until feeling well. The rest of the bubble can remain at school as usual.

Negative

Parents MUST inform school of test outcome immediately.

Test MUST be arranged and must take place.

All families must engage with the Test and Trace process.

Positive

**Positive Test Result:** Child must complete the compulsory 10 days self-isolation from the date of the test. The rest of the bubble may have to close (*guided by Public Health England*) and may need to undertake 14 days of compulsory self-isolation. If children develop symptoms in this time, they must be tested. School must be informed of the test outcome. If a result is received on a weekend, families **must inform school by 9am on the Monday morning.**

# WHAT IF A CHILD DISPLAYS SYMPTOMS AT HOME?

Isolate your child where possible.

Do not allow your child to attend school or other public places.

Inform school if your child is displaying symptoms.

Test **MUST** be arranged and **must** take place.

All families must engage with the Test and Trace process.

## Negative Test Result:

Child may still be required to self-isolate until feeling better/well.  
The rest of the bubble can go to school as usual.

Parents **MUST** inform school of test outcome **immediately**.

Negative

Positive

**Positive Test Result:** Child must complete the compulsory 10 days self-isolation from the date of the test.  
The rest of the bubble may close and pupils in this bubble may need to undertake 14 days of compulsory self-isolation **guided by Public Health England**. If children develop symptoms in this time, they must be tested. School must be informed of the test outcome. If a result is received on a weekend, families **must inform school by 9am on the Monday morning**.



# WHAT IF I AM CONTACTED BY NHS TEST AND TRACE?

Follow all  
instructions from  
the NHS Test and  
Trace advisor

Inform school  
immediately

If you are contacted at a weekend, inform school by 9am on the Monday morning.

# Other FAQs

**Will my child need their PE kit?**

*Yes, the children will change in school. PE shoes should be brought into school*

**My child has medication. How do I arrange for this to be taken in school time?**

*If medication is required during the day, please call ahead to the office to arrange this*

**Will my child be in a class with their peers?**

*Yes, year groups will be taught together in their classrooms.*

**Will children social distance in school?**

*Children within the same bubble will be in their class groups. Guidance states that children within the bubble may not be able to distance socially. Adults will distance from children as much as possible. Older children will find this more easy. Measures are in place to mitigate the fact that younger children do not socially distance readily.*

**Can my child bring their own sanitizer and mask?**

*No, we will provide sanitizing liquids in school and the guidance states that masks are not required in primary school*

*Please direct any further questions to [helpandsupport@kingedwin.notts.sch.uk](mailto:helpandsupport@kingedwin.notts.sch.uk) Guidance is likely to change regularly so please watch out for updates via our usual communication channels*

