



‘Growing together in love and learning’

# Sessay CE Primary School

## 8<sup>th</sup> September School Guide 2020

(Updated 1 September 2020)

We hope the following guide is informative and will reassure you that to the very best of our abilities the governors and all the staff at Sessay CE Primary School will endeavour to continue to keep your child as safe and happy as possible on their return to school full time in the Autumn term.

Please note that Reception children will be part time for the first week to support their transition. You have been notified of your Reception child’s hours in the first week.

*Our aim is to ‘balance and minimise any risks from COVID-19 with providing a full educational experience for our children’. We will continue to have protective measures in place to create ‘a safe environment for children and staff where the risk of transmission of infection is substantially reduced’. Many routines are already practised and in place, they are becoming a part of our school culture. We will continue to encourage social distancing as much as possible and we recognise that ‘younger children will not be able to maintain social distancing and it is acceptable for them not to distance within their group’.*

This School Guide is based on latest Government guidance (28 August publication).

Please speak to your child about coming back to school to prepare them and be sure to discuss the following:

Social distancing. (Practise dancing around each other in your house!)

Handwashing routines(20 seconds singing Happy Birthday!)

Please visit [gov.uk/backtoschool](http://gov.uk/backtoschool) for government information and practical guidance to help you plan for your child’s return to school. This includes their latest update (1 September 2020) to ‘the guidance for parents and carers on what they need to know about early years providers, schools and colleges in the autumn term’.

| BUBBLE    | ZONE | Drop off | Playtime      | Lunchtime     | Afternoon Playtime | Collection/Pick up |
|-----------|------|----------|---------------|---------------|--------------------|--------------------|
| Byland    | A    | 8.30am   | 10.15-10.30am | 11.45-12.45pm | 2-2.15pm           | 3pm                |
| Fountains | B    | 8.45am   | 10.30-10.45am | 12 - 1pm      | 2.15-2.30pm        | 3.15pm             |
| Bolton    | C    | 8.30am   | 10.15-10.30am | 12 – 1pm      | -                  | 3pm                |
| Rievaulx  | D    | 8.45am   | 10.30-10.45am | 12.15- 1.15pm | -                  | 3.15pm             |

**Please note siblings can be dropped off at earlier and picked up at later times together for parent convenience.**

### CATCH IT

Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.



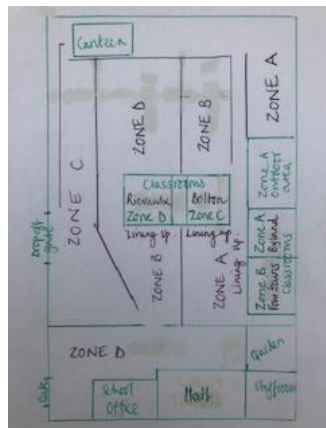
### BIN IT

Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.



### KILL IT

Hands can transfer germs to every surface you touch. Clean your hands as soon as you can.



## Uniform

Your child will need to wear school uniform and be wearing shoes they can do up themselves.

At the beginning of the autumn term your child's class teacher will inform you which days are PE / Forest School days, on these days they will come to school in their PE/Forest school kit to avoid the need to get changed.

On PE days your child will come in their school PE kit, wearing their school jumper.

On Forest School days your child will come to school in comfortable outdoor clothing (layers), trainers and a school jumper. They will have a pair of wellingtons and a waterproof jacket to wear if needed.

Each day they need to bring a named coat, water bottle and school book bag (cloakroom space limited). If sunny, sun cream needs to have been applied before school and sun hats need to be brought in as normal.

We are trying to limit things between home and school to avoid cross contamination as much as possible. No toys or pencil cases please.

We continue to be cautious and recommend that as soon as your child gets home that they change and clothes are washed.

## The school day

### Before and after school club (please use the school doorbell)

We will be fully open as of September 2020 and be based in the school hall. Children will be separated into their bubbles/zones as much as possible and social distancing rules will be encouraged. As usual, places must be booked through Mrs Waite in the school office and we must know by 9am on a Thursday for bookings the following week (Thursday 3<sup>rd</sup> September for week commencing 8<sup>th</sup> September). Mrs Harper, Mrs Sanderson and Mrs Day will be running it. Normal available hours and charges will apply.

### Drop off

We will continue to have staggered drop off and collection times so that parents will be able to maintain social distancing.

All children will be dropped off at the car drop off point where there will be a member of staff wearing gloves to open car doors, to direct them straight to their class bubble.

| BUBBLE    | ZONE | Drop off |
|-----------|------|----------|
| Byland    | A    | 8.30am   |
| Fountains | B    | 8.45am   |
| Bolton    | C    | 8.30am   |
| Rievaulx  | D    | 8.45am   |

*Please note siblings can be dropped off at earlier time together for parent convenience.*

**Any children using NYCC school transport / the school bus please confirm arrangements with them directly.**

<https://www.northyorks.gov.uk/school-transport-reception-year-11-children>

Tel: 01609 533693

Email: [schooltransport@northyorks.gov.uk](mailto:schooltransport@northyorks.gov.uk)

### Class sizes

Children will be once again taught in classes, by their class teacher called 'bubbles' and they will have class outdoor 'zones'. They will stay in their bubble and zone for the entire day, during lessons, playtimes and lunch times.

Each Zone will have an opportunity to play outside at playtimes and lunchtime under the supervision of a midday supervisor allocated to their zone.

The purpose of bubbles and zones throughout the day is so that the number of children and staff they are mixing with is limited. If supply is required for a class, part time teachers / myself / regular known supply teacher will be used.

Collective worship and assemblies will be done in class groups and through Zoom.

### Classroom layout

In the classrooms the furniture will be organised so that we endeavour to spread the children out as much as possible and the children will be seated side by side and facing forwards, rather than face to face. Children will have their own individual stationary packs and resources used will be kept to class bubbles and cleaned regularly. This is also where they will continue to eat their lunch (we will picnic outside if weather allows) as we are not able to share the canteen due to limiting interactions.



## Curriculum

Primarily as normal at the beginning of the academic year there will be an emphasis on re-establishing routines, readiness for learning and PHSE ( Personal Health Social and Emotional) to strengthen mental health and well-being.

We will be teaching our ambitious and broad curriculum in all subjects from the start of the Autumn term. We will endeavour to create time to cover the most important missed content. Please note that educational day trips to support learning will resume in the Autumn term.



## Break times and outdoor play

At play and lunch times the children will be encouraged to adhere to social distancing guidance. Outdoor play equipment for each bubble/zone will be allocated and cleaned after each use.

## School Lunch

School lunches will be available as normal (back to advertised menu) or the children can bring a packed lunch (plastic wipe clean box). All children will be eating in their class bubbles and their school lunch will be brought to them.

Lunchtimes will be staggered.

## Collection/Pick up

Collection will be from the school playground. We will continue to have a one way system in the main school gate and out the wooden gate. We continue to ask that only one parent collects their child so that we limit the number of people on site as much as possible.

| BUBBLE    | ZONE | Collection/Pick up |
|-----------|------|--------------------|
| Byland    | A    | 3pm                |
| Fountains | B    | 3.15pm             |
| Bolton    | C    | 3pm                |
| Rievaulx  | D    | 3.15pm             |

*Please note siblings can be picked up at the later time together for parent convenience.*

Parents/carers must NOT gather at the school gates

Parents/carers must NOT enter the school building (other than by pre-arranged appointment) Mrs Waite or myself will continue to be available for any daily queries if necessary – please use the bell on the school gate and we will come out to you.

## Parent/carer contact and site access

Contacting school

Parents/carers should continue to contact school by email or phone rather than face to face where at all possible .

Parent/carer access to school building

Parents/carers must NOT enter the school building (other than by pre-arranged appointment) .

Any pre-arranged appointments will be carried out with social distancing measures in place. We ask that all parents/carers are mindful of this.

## Hygiene/safety precautions in school/PPE

### Hand-washing in both classrooms and toilets.

It goes without saying that high levels of hand washing will continue. The children and staff will, as a matter of course wash their hands when entering or leaving the building, after eating, using the toilet etc. and at regular times throughout the day.

Handwashing posters are in all toilets to help provide a visual reminder about effective handwashing and children will be reminded with this where needed. Paper towels and lidded bins or hand driers are provided to ensure adequate drying of hands.

### Face Masks

Children will not be allowed to wear face masks as advised by Public Health England. High risk adults working in school are allowed to wear face masks / visors should they wish too.

### Toilets

We will ensure that toilets do not become over-crowded, by continuing to limit the number of children who can use the toilet facilities at any one time. Where needed designated cubicles have been allocated to bubbles. Staff will remain vigilant when allowing children to go to the toilet. Handwashing posters are in all toilets to help provide a visual reminder about effective handwashing.

### Social distancing

Children will stay within their allocated bubble or zone. We will do our best to ensure that children and staff adhere to social distancing where possible, but please note that government guidance acknowledges that this will not be an expectation in a primary school setting. 'Younger children will not be able to maintain social distancing and it is acceptable for them not to distance within their group'.

### Indoor spaces

Windows and doors will be kept open where possible, to aid ventilation. Indoor play equipment / resources will be allocated for each bubble/zone and cleaned after each use.

## Outdoor spaces

Opportunities for outdoor learning, in designated zones, will be scheduled as much as possible. Any specialist teachers working across classes will be teaching outside (school hall in treacherous weather) with social distancing in place.

## Cleaning

In addition to the daily cleaning which takes place on site, frequent cleaning throughout the day will be in place and include high-touch areas, for example door handles, toilet flushes and taps.

## Mental health & well-being support

Is of the utmost importance. Teachers are mindful of their pupils' mental health and well-being at all times, and will identify any pupil who may need additional support so they are able to learn. Teachers are aware of the increased need for PSHE delivery and opportunities to talk and share experiences within the school day.

## Attendance

'School attendance will be mandatory again from the beginning of the autumn term'.

If your child is poorly please notify the school office as normal by 9am.

## Accidents / Illness (Staff will wear PPE)



If a child injures themselves during the school day, such as a bumped head etc all staff will wear PPE (masks, gloves, apron) to look after your child.

If a child has a toileting accident and needs intimate care you will be called to assist if required.

We will follow normal policies for accidents in school.

## Illness in school - children

If a child becomes unwell with a new continuous cough or high temperature, they will be isolated and sent home.

As the parents/carers you are expected to be ready and willing to:

- book a test if they are displaying symptoms. Pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, but children aged 11 and under will need to be helped by their parents/carers
- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test & Trace
- self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website.

The government will ensure that it is as easy as possible to get a test through a wide range of routes that are locally accessible, fast and convenient. (Drive through / walk through is much quicker than home test kits).

Schools should ask parents to inform them immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- if someone tests positive, they should follow the Government [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#) and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days’.

## Procedure if child displays symptoms of Covid-19 in school:

- School will contact parent/carer.

- The child will be isolated from others in a well-ventilated isolation room. If they need to use toilet, they will use an isolated toilet.
- Any staff member staying with child will remain at least 2 metres away from the child.
- The child will go for a test ASAP. All family members should start self isolation as per Government guidelines.
- The children within that class bubble will remain in school until the outcome of the individual's test result.
- All the children will wash his/her hands for the recommended time.
- All affected areas will be cleaned thoroughly.

Where the child tests **negative**, they can return to their setting and the fellow household members can end their self-isolation. School will need to see confirmation of a negative test result before allowing the child to return to school.

Where the child tests **positive**, Parents of the class bubble will be notified that a member of the group has tested positive. All children in the class bubble will have to self-isolate for 14 days. The other household members of that wider group do *not* need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms. All staff in the class bubble will be sent home to isolate. Home learning through email, Class Dojo and Zoom will continue as soon as possible.

NYCC local health protection team will be informed and a deep clean of the areas that have been used by the individual will be carried out.

### **Illness in school – staff**

If a staff member becomes unwell with symptoms, they will be sent home.

#### **Procedure if a staff member displays symptoms of Covid-19 in school:**

- Staff member will return home and a replacement member of staff or myself will be brought in to teach the children of that class.
- The staff member will have a test ASAP. Essential workers, which includes anyone involved in education or childcare, have priority access to testing.
- The children in that class will remain in school until the outcome of the staff member's test result.

Where the staff member tests **negative**, they can return to their setting and the fellow household members can end their self-isolation.

Where the staff member tests **positive**, their class within their education setting will be informed and sent home and advised to self-isolate for 14 days. The other household members of that wider group do *not* need to self-isolate unless the child or staff member they live with in that group subsequently develops symptoms.

Home learning through email, Class Dojo and Zoom will be provided by an alternative member of staff as soon as possible.

NYCC local health protection team will be informed and a deep clean of the areas that have been used by the individual will be carried out.

***Please read our Track and Trace policy attached for all Federation parents, carers and staff.***

***Please note in the event of a whole Class Bubble self isolation or if there is a local lockdown requiring all pupils and staff to remain at home - home learning through email, Class Dojo and Zoom will resume as soon as possible.***

### **COVID-19 travel corridors (29 August 2020)**

If your child has been out of the UK on holiday and returned after 24<sup>th</sup> August please email the school office to let us know the country they have visited.

Please refer to:

<https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors#countries-and-territories-with-no-self-isolation-requirement-on-arrival-in-england>

for current information on the countries which require 14 days self isolation on return. Please note countries are added /removed from the list weekly. Children that are isolating due to quarantine will be recorded as authorised absence.

### **Government guidance for parents/carers**

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

NHS COVID-19 guidance, and how to book a coronavirus test:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

How to book a coronavirus test - essential workers:

<https://www.gov.uk/apply-coronavirus-test-essential-workers>

The Department for Education coronavirus helpline: 0800 046 8687 Available to answer questions about COVID-19 relating to education and children's social care.

**We are so looking forward to welcoming all our children back into school on Tuesday 8<sup>th</sup> September.**