

‘Growing together in love and learning’

Sessay CE Primary School School Guide

(Updated 14 May 2021)

We hope the following updated school guide is informative and will remind and 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.

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 now a part of our school culture.

This School Guide is based on latest Government guidance (May 2021 publication).

Please continue to remind your child about the importance of:

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

Handwashing routines(20 seconds singing Happy Birthday!)

Using tissues or our sleeve in an emergency - Catch it, bin it, kill it!

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.



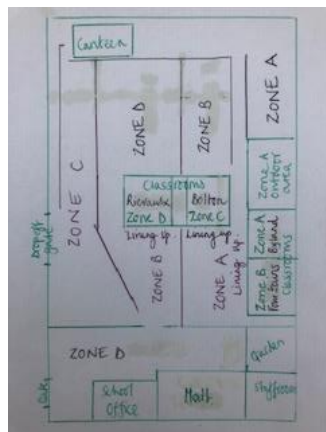
BIN IT

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 needs to wear school uniform and be wearing shoes they can do up themselves. Please ensure they are wearing layers which they can put on or take off themselves to maintain a comfortable temperature.

Your child's class teacher will inform you which days are PE / Forest School days. On these days they 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 need a pair of wellingtons and a waterproof jacket to wear if required.

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.

The school day

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

Club is fully open and is based in the school hall. Children are separated into their bubbles/zones as much as possible and social distancing rules are encouraged. As usual, places must be booked through Mrs Waite in the school office and where possible we must know by 9am on a Thursday for bookings the following week. Mrs Harper, Mrs Sanderson and Mrs Day are running it. Normal available hours and charges apply.

Drop off

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

All children are dropped off at the car drop off point where there will be a member of staff to open car doors and 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 and safety measures with them directly.

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

Tel: 01609 533693

Email: schooltransport@northyorks.gov.uk

Class sizes

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

Each Zone has 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 / Miss Bennett / HLTA's / regular known supply teacher will be used if possible.

Collective worship and assemblies are done in class groups and through Zoom.

Classroom layout

In the classrooms the furniture is organised so that we endeavour to spread the children out as much as possible and the children are seated side by side and facing forwards, rather than face to face. Children have their own individual stationary packs and resources used are 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

We continue to focus on behaviour for learning and PHSE (Personal Health Social and Emotional) to strengthen mental health and well-being.

We are teaching our ambitious, broad and balanced curriculum in all subjects. We will be continuing to address gaps in learning, revisiting particular topics where necessary with the whole class, groups and individuals. Please note that educational visits to support learning resumed on 12 April and residentials on 17 May in accordance with guidance.

Break times and outdoor play

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

School Lunch

School lunches are available as normal (advertised menu) or the children can bring a packed lunch. All children are eating in their class bubbles and their school lunch is brought to them.

Lunchtimes are staggered.

Collection/Pick up

Collection is from the school playground. We 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.

On Monday 17th May we move to step 3 in the government's road map out of lockdown. The wearing of face coverings at drop off and pick up outside is now optional, however, please ensure social distancing is still in place and continue to be as careful and vigilant as possible.

Entry to the school building continues to be by pre-arranged appointment. Specialist music teachers resumed lessons in school as of Monday 12 April and volunteers will resume in the second half of the summer term. Outdoor spaces will be used where possible and social distancing will be adhered to as much as possible.

Mrs Waite or Miss Bennett 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 seeing your child's class teacher at pick up outside at social distancing. Class DoJo, class email, office email or phone continue to be available channels of communication for all.

admin@sessay.n-yorks.sch.uk	01845 501239
byland@sessay.n-yorks.sch.uk	
fountains@sessay.n-yorks.sch.uk	
bolton@sessay.n-yorks.sch.uk	
rievaulx@sessay.n-yorks.sch.uk	

Parent/carer pre-arranged appointments

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

Contacting parent governors

Face to face governor surgery at drop off will resume shortly. As always if you need any parent governor assistance or support please don't hesitate to contact Mrs Louisa Carolan CofG@sessay.n-yorks.sch.uk

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, 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

On Monday 17th May we move to step 3 in the government's road map out of lockdown. The wearing of face coverings at drop off and pick up outside is now optional, however, please ensure social distancing is still in place.

Face coverings are no longer recommended for staff in classrooms. It is recommended that face coverings should be worn by staff and visitors in situations outside of classrooms where social distancing is not always possible.

Staff are allowed to wear a face covering if they wish to do so at any time when they feel safer doing so and we ask that everyone continues to be as careful and vigilant as possible.

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 are allocated to bubbles. Staff 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 stay within their allocated bubble or zone. We 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 are kept open where possible, to aid ventilation. Classroom temperatures are within a statutory set temperature range. Indoor play equipment / resources are allocated for each bubble/zone and cleaned after each use.

Outdoor spaces

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

Cleaning

In addition to the daily cleaning which takes place on site, frequent cleaning throughout the day takes place and includes 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 continuously monitor any pupils who may need additional support. Teachers are aware of the increased need for PSHE delivery and opportunities to talk and share experiences within the school day. Thank you for completing our 'Return to School Survey' in supporting us in our preparations for this.

North Yorkshire Education services have published 'Support for pupils and parents in primary schools in relation to mental and emotional wellbeing' which is also on our website.

[Support-for-pupils-and-parents-in-primary-schools-in-relation-to-mental-and-emotional-wellbeing-NYES.pdf](https://www.healthyschoolsnorthyorks.org)
([healthyschoolsnorthyorks.org](https://www.healthyschoolsnorthyorks.org))

Attendance

School attendance is mandatory.

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 has ensured 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).

Please inform school 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 10 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 10-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 also need to self-isolate for 10 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 the child will wear PPE and remain at least 2 metres away from the child where possible.
- 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. 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 10 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. Remote learning through Google Classroom will resume 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 10 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.

Remote learning through Google Classroom will resume 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 sent to all Federation parents, carers and staff in September 2020. (Copy on school website)

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

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

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

Covid-19 testing

As of 25 January 2021 staff have been conducting lateral flow tests twice a week at home.

Currently primary school pupils are not being asked to be tested.

From Monday 1 March, households with primary school, secondary school and college age children, including childcare and support bubbles, can test themselves twice every week at home. Households, childcare and support bubbles of primary, secondary and college staff can also be tested. Twice-weekly testing is also available to adults working in the wider school community, including bus drivers and after school club leaders. The twice-weekly test kits can be accessed:

- via employers if they offer testing to employees
- at a local test site
- by collecting a home test kit from a test site
- by ordering a home test kit online

We are not allowed to give out tests for this purpose. Please follow the link:

<https://www.gov.uk/guidance/rapid-lateral-flow-testing-for-households-and-bubbles-of-school-pupils-and-staff>

COVID-19 Travel

Holidays are not authorised during term time.

If your child has been out of the UK, please email the school office immediately before returning to school. From 17 May, the 'Stay in the UK' regulation will cease and international travel will be allowed to restart, governed by a new traffic light system. What you must do when you arrive in England from abroad depends on where you have been in the 10 days before you arrive.

Please follow the red, amber and green list rules for entering England

Please refer to:

<https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england#history>

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>

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

Please note this is a working document and will be changed accordingly, reflecting current government guidance.

We recognise how important for example mixing with friends from other year groups is to all our children, we are hoping after 21 June to be able to move away from outdoor zones. Later in the second half of this term we are hoping to be able to resume outdoor events at social distancing where we can once again invite parents/carers into school.

Thank you for your ongoing support, understanding and cooperation.