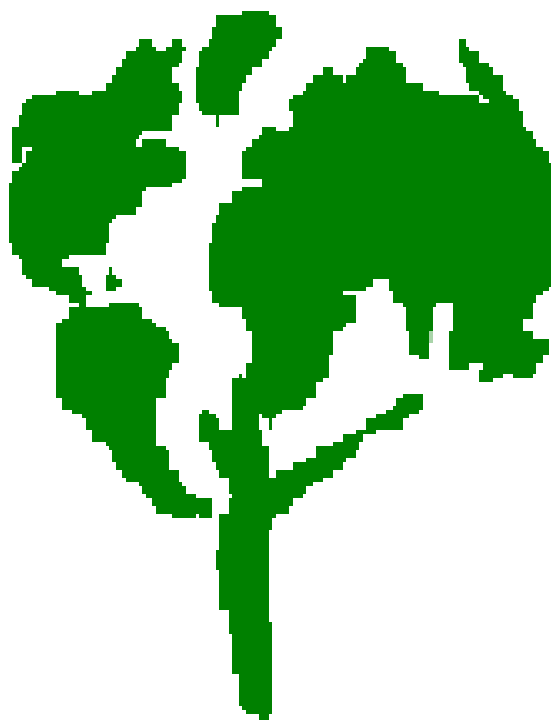


*A Family Guide to the wider opening of
Meadowside*

June 2020



*Phase 1 - Reception, Year 1 and Year 6
And Keyworker children*

We are really looking forward to welcoming you back to school from June, provided it is agreed that the Government has met its conditions for reopening of schools to begin. Things will look and feel very strange for a few weeks, as we all need to get used to a very different Meadowside.

Schools have been inundated with guidance from the Department for education and Public Health England and we are all doing our best to adapt to the very prescriptive (and necessary) health and safety priorities which we must put in place, for the safety of children, staff and all of you.

This family guide should help you understand what has changed at Meadowside, and why. Please remember though, our ethos, our community values and the people in our school family are still the same – we are here for you and your children as we take the first careful steps back to ‘normality’ and we will keep every aspect of our planning under regular review, to make sure all children are safe and happy.

The Headteacher, Governors and Staff have completed a comprehensive risk assessment, which can be accessed on our school website.

This is a public health pandemic and therefore, regardless of the risk assessments we put in place, there are no absolute certainties or guarantees that I can offer you. As a family, you must decide what works best for you; no family will be penalised for non-attendance at primary school this term.

At the end of this guidance is a Home/School Agreement which you will need to complete and sign, if your child is returning to Meadowside.

Essential Requirements for all adults and children attending the school site:

- 1) You must not attend Meadowside primary school site if you have Covid -19 symptoms or a positive test result for the virus. You must follow Public Health England guidance and self-isolate/seek medical guidance, as appropriate. You must also now make use of the NHS Test and Trace system available for children and all adults.
- 2) All parents and children must wash their hands at home, as part of the drop off/pick up routine
- 3) Frequent handwashing will take place during the school day, with hand sanitiser available in all classrooms
- 4) Social distancing for everyone will be of the highest priority when on the school site
- 5) Schools have been advised by the Government that staff and children do not need to wear PPE, except in a small number of cases (see [COVID-19: implementing protective measures in education and childcare settings](#), 12 May)
- 6) Entry to the school building during the day can only be accommodated in an emergency and by prior appointment.

What will happen if a child or staff member develops Covid -19 symptoms during term 6?

- 1) The school will take the temperature of the child/adult using a remote thermometer
- 2) The child/adult will be made comfortable in the Treehouse/KS1 Group Room (isolation rooms)
- 3) If medical assistance is required, the first aider will use a complete set of PPE equipment provided to all schools)
- 4) A call will be made to the first registered emergency contact
- 5) Once the child/adult has left, the isolation room will be left in lockdown until it has been deep cleaned.
- 6) The child's 'bubble' classroom and all equipment will be deep cleaned at the earliest opportunity
- 7) Government advice states that the bubble can then continue to function as normal unless/until a positive test for Coronavirus is confirmed. **In the event of a positive test for a member of staff or child within the bubble, the whole group has to be 'shut down' and all members must self-isolate for 14 days**

These measures have been put in place to keep our school communities safe throughout England and have been sent to all primary schools from the Department for Education. For this reason, we must follow them to the letter at Meadowside and may not use flexibility to interpret national guidance.

How have new class bubbles been organised?

- Your child's class teacher has split the class into 2 bubbles of 15 (Government guidance – maximum class size). They have considered your child's friends and wellbeing needs.
- Each bubble will have 2 members of Meadowside staff (teacher or TA). Each bubble in YR and Y1 has a first aider. Your child may not know them well, but they will be cared for and supported by our trained and experienced team, so please don't worry.
- Both class bubbles (for example YRA and YRB) will follow the same activities every day so that every child receives the same provision, regardless of who is teaching them.
- Once the school term begins, these bubbles cannot be changed (staffing or children) or mix with other bubbles in school, **unless Government guidance is further relaxed.**

Please note: the DfE has recommended that keyworker children join class bubbles wherever possible. At Meadowside, we must alert you that this therefore carries a risk in terms of transmission of the virus. However, once a child has started in the class bubble, they may not return to the keyworker one.

What are the timings of the new school day?

These will be formally shared with you along with details of your return date and your child's 'bubble', later this week.

How and where do I drop off my child?

Parents/carers and staff must model and demonstrate strict social distancing measures whilst on the Meadowside site.

- Please use either of the large vehicle gates to enter the school site
- Please limit the school run to one adult per household
- Walk your child to their designated gate – Metal gate for B bubbles and Wooden gate for A bubbles
- Say goodbye to your child at the gate (where Meadowside staff will be waiting to welcome them) and make your way off the premises via the parent pavilion.
- If you are waiting to drop your child, please observe the 2m distance markers between each family.
- Bikes and scooters are still encouraged. These need to be parked in the nearest shelter to your child's entrance point.

Please note - Punctuality is extremely important, as we have staggered start times for each bubble and need to avoid mixing at arrival time. If you arrive late, you may be asked to return later or even not be able to attend that day. If you know you are going to be late or have an appointment, please ring the school office the day before and arrangements will be made for you. If your child becomes anxious at drop off, please be aware that staff on duty cannot help with close contact reassurance (eg hand holding – much as we would want to). You may have to delay your start time and return later by arrangement.

Once your child is in school, they will wash their hands and take any belongings straight to their bubble classroom to begin their day. All stages of this process will be supervised by

Meadowside adults. Floor markings and signs in the school building have also been added, to facilitate this.

How and where do I collect my child at the end of the day?

- Please use either of the large vehicle gates to enter the school site
- There will be a one-way system in operation at pick up times
- Enter the school via the metal gates and walk round to the playground, observing the markings and signs
- Wait in front of the playground (keeping 2m distancing) – your child's bubble will be on the playground and your child will be sent over to you by one of their staff
- Exit the premises (observing social distancing Government guidance) by the wooden gate near the kitchen/Hall and then the parent pavilion.

Please note – conversations between staff and parents/carers at pick up (or drop off) are to be discouraged. In an emergency, these must take place when all others in the bubble have departed and at a safe social distance. See below for further ways to communicate with us.

Who can collect my child at pick up time?

We strongly recommend that one adult from your own household collects your child. Any alternative arrangements must be discussed with Miss Thomas and authorised at least 24 hours in advance.

Siblings (preschool, Meadowside and older) may accompany you at your own risk and must follow the same 2m distancing guidelines – but we'd love to see them and give them a wave!

Please note – all play equipment is currently out of bounds (adventure trail, pirate ship, amphitheatre).

What will the classrooms be like?

Children will sit at the same desk every day. They will have the equipment they need on their desk and this may not be shared with others. Desks have been arranged as far away as is possible under the circumstances. **Please note, it has already been acknowledged by the DfE that 2m distancing within the classroom will not be possible at all times. We will therefore minimise the risk wherever we can but cannot offer an absolute guarantee at all times.**

Sharing resources and equipment is not allowed. Resources including reading books, have been removed from the classroom or stored away from the children within the room.

A video will be available on the school website, designed to show the children what the new environment will look like. Please watch this together and help your child to understand the reasons why these restrictions are in place.

What will lunchtimes be like?

Caterlink will provide packed lunches until further notice, for all YR, Y1, Y2 (keyworker) and anyone entitled to free school meals in Y3-6 (keyworker). You may provide your own packed lunch if preferred. Lunchboxes must be cleaned externally and internally daily.

Children will eat together in their bubble, supervised by Meadowside staff including an allocated midday supervisor. As bubbles cannot mix, lunchtimes will be staggered and include a socially distanced playtime in the allocated playzone for your child's group.

Games and activities which can be played (while promoting social distancing) will be introduced and modelled to the children. Many of their usual playground/field games will be out of action for quite a while – so no football will be allowed for example. Children may not bring in toys from home, in order to limit transmission of the virus.

What will learning be like? What will my child's day look like?

Our first priority, and the Government's, is the wellbeing of Meadowside children as they first return. We will spend as much time as is needed, helping them to understand their new environment, listening to them and giving them time to share feelings and ideas with their friends.

All this has to be done, before children are ready to learn anything new.

We will also continue to practice health and social distancing routines.

There are many restrictions in place for health and safety reasons, which will limit the resources we would naturally use with your child. So, no sharing of toys or equipment, no direct contact, no individual reading (we are not allowed to share reading books between home and school under current national guidelines either). Outdoor learning and physical activity (socially distanced though it will have to be!) will also be a daily feature of our curriculum. We cannot mix bubbles, therefore there will be no assemblies or whole class activities until further notice.

Keyworker groups will be the only bubble to have access to the ICT Suite, where they will be able to interact with the online learning hubs available to Meadowside children at home.

Please note – school interventions such as precision teaching or 1:1 support cannot take place at this time. The adults in your child's bubble will design activities which help learning and development, but cannot easily personalise these, due to restrictions.

We will have to explore new and creative ways of learning – luckily, this is in a teacher's DNA, so bear with us and we will find the best ways to make learning fun, despite working with limited resources and severe restrictions!

What will my child need to wear and bring with them to school?

- ***Clothing:*** Uniform is optional (it may not fit anymore). All we ask is that your child wears fresh items daily, to limit transmission of the virus, and shoes which are comfortable for indoor and outdoor learning. Please also make sure that they can put on their shoes and do them up independently. They do not need a PE Kit. Cloakrooms/pegs will not be in use. Internal doors and windows will be kept open throughout the day (recommended to minimise virus transmission), so bring an extra layer in case you find it chilly!
- ***Other items:*** **Lunch** (see above). **A wipe-clean pencil case** with own resources is optional. We will otherwise provide your child with their own pot of pencils, pens etc which will stay at their desk and not be used by anyone else. **A snack. A Water bottle** – this must be cleaned daily at home as it will be transported between environments.

- Please apply **suncream** prior to arrival in school but do not send this with your child. We will take necessary precautions with outdoor learning, to minimise risks (staying indoors/in shade during the afternoon if the sun strength is high)
- We strongly recommend a small rucksack or bag containing all items for the day is the best way to reduce transmission of any virus in school.

How will first aid be administered?

Each class bubble has access to a qualified first aider, who will deal with minor scrapes/head bumps etc. A second opinion can always be sought 'remotely', without jeopardising the bubble environment. Head bump notes will still be issued. The first aider may put on a disposable face mask if close contact is required. We will show these to the children so that they do not become anxious if used.

If a child feels generally unwell, their temperature will be taken, using a thermometer held close to the forehead. A child with a temperature will be then be 'isolated', reassured and parental contact then made, in order for them to be collected.

Toilet accidents (wetting) – a member of staff from the bubble will support your child to clean and change themselves, avoiding direct contact wherever possible.

Soiling/vomiting – we will phone your first emergency contact immediately. As we cannot administer personal care without risk to staff (due to lack of full PPE), you will be required to collect them from school. Your child will need to be cleaned and changed at home and only returned to school if they are well.

Please note – if your child has an inhaler and you have decided to allow them to return, they need to bring this back to school when they return and give it to one of their bubble staff.

Can I come to the school office?

The simple answer is no, unless we have requested it or there is an emergency. We are sorry about this, as usually the office is a hub of interaction and conversation. However, DfE guidance must be followed.

How can I communicate with Miss Thomas/a staff member?

Please email us or ring the school office and we will do our best to get back to you as soon as we can.

Staff have been advised to work from home when not needed on the school site and to leave the premises by 4pm daily.

Will there still be home learning provision if my child does not or cannot attend school?

Yes, the home learning hubs will continue for all year groups. It will be quite a challenge to keep these updated when staff are also working in school. Wednesday will be the day for refreshing these, as school is closed to all but keyworkers, so teachers can plan and prepare for you all.

Will there be any after school/whole school activities this term?

Unless social distancing rules are further relaxed by the Government, nothing 'extra' can take place which would involve households mixing, children mixing more widely etc.

The changes and restrictions we are having to introduce may seem very strange to you and we understand everyone may feel anxious. We hope that this guidance will answer your questions and, along with the video and the risk assessment on our website, will give you the confidence that Meadowside Primary School is ready to welcome back your child. In the meantime, please remember:

School life will be different for a while.

We will support you and must support each other.

We must follow the national advice and make the health of our school community the first priority at this time.

We miss the way it used to be and hope we can get back to an even better Meadowside, as soon as it is safe to do so.

Home / school agreement - June 2020

- 1) I/We have read the risk assessment document on the school website and understand the measures taken by the Headteacher and Governors, to comply with DfE and Public Health England requirements.
- 2) I/We have read the Family Guide and watched the video.
- 3) As a family, adults and children coming on to the site will adhere to the restrictions in place, for the safety of all.
- 4) I/We have read the changes to the Behaviour policy on the school website and understand the expectations on our child, when returning to school, as well as the consequences of any challenging behaviour.
- 5) I/We understand the essential requirements should a member of our family become symptomatic or test positive for Coronavirus and that it is our responsibility to inform school immediately.

Having considered all of the above, we agree to accept the risk in returning our child to Meadowside.

Child/children attending:

Signed (Parent/carer):

Date: