

**GUIDANCE FOR PARENTS/CARERS DURING COVID-19
SUMMER 2020**

1. The school day	
1.1 Start and end of the day	<ul style="list-style-type: none"> • School start and finish times will vary to ensure all Pupils can enter the school safely. • Parents will be given an allocated drop off and collection time. This must be adhered to at all times. • 2 metre social distancing must be maintained by all adults at all times. • Parents will wait outside the entrance gate, observing social distancing and must keep their children with them at all times. Fence markings will be available to support with social distancing. • A member of staff will be at the gate to get pupils in 'one at a time'. • On collection, parents will wait outside the school gate, observing social distancing. Pupils will leave the school one a time once directed by a member of staff. • No parents to come into school or to attempt to hand anything over to staff. • Parents 'cannot gather at entrance gates or doors' as stated in the government guidance. Please leave the site as soon as possible.
1.2 Classrooms and lessons	<ul style="list-style-type: none"> • Pupils will be taught in bubbles, with 2 key adults. They will not mix with any other bubbles. • They will be working at individual desks which will be spaced as far apart as possible. • Pupils will have their own individual equipment and books, which will not be shared with others.
1.3 Movement around school	<ul style="list-style-type: none"> • The movement of pupils around school will be minimised as much as possible. • One-way systems will be in operation. Pupils will be expected to keep to the left where one-way systems are not in place.
1.4 Break time	<ul style="list-style-type: none"> • Break times will be staggered. • Pupils will have break time with their bubble group only. • Pupils will be reminded about social distancing as break times begin. Parents to reinforce this at home. • Social distancing signage is in place around the school and in key areas to support pupils. • They will be encouraged to play games that allow for social distancing to take place.
1.5 Lunchtime	<ul style="list-style-type: none"> • Pupils will be reminded about social distancing as lunch time begins. Parents to reinforce this at home. • Pupils can bring a packed lunch to school. No plastic bags. • The Pantry, our new catering company, will be providing hot meals from the week of 15 June. Parentpay can still be used. We will be asking for numbers a week in advance. Meals will be served in the bubbles on Monday-Thursday and if booked, a takeaway lunch on Fridays.
1.6 Communication with teachers and staff	<ul style="list-style-type: none"> • Parents/carers will not be allowed to enter the school building. If you need to speak to someone please call or email the school office. • Parents will be kept up to date with information, guidance and the school's expectations on the newsletter, by text and the school website or by a pre-arranged appointment.
1.7 Equipment	<ul style="list-style-type: none"> • Water bottles to be provided from home and taken home each night to be washed. They must be labelled with your child's name. • No book bags needed. We will not be sending reading books home to begin with as these could pose cross contamination issues. • No PE kits. • Pupils will only use their own equipment in their own school pencil case. • No toys or extra items to be brought into school.

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	<ul style="list-style-type: none"> • Hand cream for your child (labelled clearly with child's name) can be brought to school, as we understand frequent handwashing can be very damaging to skin.
1.8 Uniform	<ul style="list-style-type: none"> • Clothes will need to be changed regularly and washed daily. Therefore, pupils do not have to wear their school uniform and can wear their own clothes. Trainers will need to be worn as daily exercise will take place. • Pupils do not need to wear masks or gloves whilst in school.
2. Cleaning and hygiene	
2.1 Hygiene and handwashing	<ul style="list-style-type: none"> • Parents/staff to discuss with pupils the importance of hand washing. • Pupils will be required to frequently wash their hands with soap and water for 20 seconds and dry thoroughly. • Pupils to clean their hands on arrival at school, before and after eating, after sneezing or coughing and after any transition i.e. break time. • Pupils will be encouraged not to touch their mouth, eyes and nose. • Pupils will use a tissue to cough or sneeze into and use bins for tissue waste ('catch it, bin it, kill it') • Help is available for pupils who may have trouble cleaning their hands independently
3. Testing and managing symptoms	
3.1 Before school	<ul style="list-style-type: none"> • You must not send your child in if they are at all poorly or have any symptoms of COVID-19. • We ask you to check with them verbally every morning to see how they are feeling. • You will not be penalised for attendance if your child does not attend school. • Please inform school by telephone if your child or any member of your family have symptoms. • To access testing parents/carers will be able to use the online COVID-19 service through https://self-referral.test-for-COVID-19.service.gov.uk/test-type if the child is 5 or over.
3.2 Symptoms in the school day	<ul style="list-style-type: none"> • If your child develops symptoms of COVID-19, they will be moved to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. • PPE will be worn by staff caring for the pupil while they await collection if a distance of 2 metres cannot be maintained. • You will need to collect your child as quickly as you can as isolation and PPE are not pleasant and we do not want to expose any pupil to those circumstances for any length of time. • Please ensure we have up to date telephone numbers for at least 2 people in your family. • Your child and family members would need to be tested before they can return to school. • If there is a confirmed case of COVID-19 within the child's learning bubble, all pupils and adults within this group will be sent home to self-isolate.
4. Pupil behaviour	
4.1 Social distancing	<ul style="list-style-type: none"> • Behaviour Policy addendum on website. • There will be clear messaging to pupils on the importance and reasons for social distancing. Please reinforce this at home. • If a pupil persistently refuses to follow the Behaviour Policy and Guidelines parents/carers will be contacted.
4.2 Rewards and sanctions	<ul style="list-style-type: none"> • Pupils and parents will be given a new home school agreement as part of induction back into school. • Staff to verbally praise and give examples of exemplary work and attitude to SLT (no paper certificates or Always Stars).