



## Hannah More Primary School

21<sup>st</sup> May 2020

Dear Parents and Carers

### **Return to school from June 1<sup>st</sup> – Reception, Year 1 and Year 6**

I'm writing with information about the Government's plans to reopen schools from June 1<sup>st</sup> to children in Reception, Year 1 and Year 6. I'm going to explain the plans we have made at Hannah More to make things as safe as we can here and what you can expect for your child if you choose to return.

Firstly, I need to make clear that the Government does not recommend that children return to school if they are vulnerable or they live with someone who is vulnerable.

The Government do recommend that other children in Reception, Year 1 and Year 6 return. However, there will be no penalties for those parents who choose not to send their children back to school. So the choice of whether to return or not is yours to make. I know from speaking to teachers that there are different views amongst parents. Some of you are keen for children to return and others feel that the Government have made the decision for schools to return too early. We will trust you to make the best decision for your children.

We have closely followed all the advice we have been given by the Government, by the local authority and by the teaching unions and we have used it with our own knowledge of the Hannah More environment, its building, grounds and staff. All our decisions have been made with the safety of children, staff and parents in mind.

#### **How it will be organized?**

We have divided the children in each class into 2 groups – A and B. If your child is in group A Reception, Year 1 or Year 6 they are invited to come to school on Monday and Tuesday between 8.45 and 3.15. If your child is in group B they are invited to come to school on Thursday and Friday between 8.45 and 3.15. If your child attends Lavender room they are invited to come to school every day between 9.15 and 12.

We will continue to provide a service to children whose parents are key workers. At the moment this will be between 8.45 and 3.15, but if there is enough interest we will open M4KC to provide extended day provision. If you are a key worker and you think that you will need childcare in the coming time, please let me know by the end of this week.

#### **What's our model for keeping people safe?**

The model we have created for returning to school is based on the idea that a group of children are in a "bubble". They spend the day with their class teacher and LSA and have one allocated member of the lunchtime team. They are kept separate from other children and adults throughout the day. Playtimes for each class in Year 1 and Year 6 are separate and each class has their own selection of playground equipment that is not shared with other groups.

There will be no whole school events such as assemblies.

Classrooms have been adapted to this new way of working. Tables have been moved to create more space between the children as they sit at their desks. Children have individual pencil pots or pencil cases, there will be no shared resources. Any fabric resources, like cushions and soft toys, have been removed because they cannot be cleaned frequently enough.

Teachers will spend time with the children revisiting the importance of handwashing and catching coughs and sneezes.

If someone within one of the “bubbles” shows symptoms then everyone within the bubble will be advised to isolate until they can get a test to check if they have the virus.

### **How will we manage lunchtime and break time?**

At break time, the children will only be outside with their “bubble” of children so they will be able to use the whole of the grounds. The adventure zone is the exception to this as we are unable to clean this effectively on a daily basis.

Lunchtime will be staggered, with Reception children having their lunch between 11.45 and 12.15 in the hall with the 2 Lunchtime staff allocated to their bubbles. The 2 bubbles will sit at different ends of the hall spaced out at the tables. The Year 1 children will do the same between 12.15 and 12.45 and Year 6 between 12.45 and 1pm.

The children with lunch boxes will keep them with them in class and take them down to the lunch hall with them. The school dinner children will be served at the table so there is no need to queue to get their lunch.

All tables will be thoroughly cleaned after each year group has eaten.

When the children go outside at lunchtime each “bubble” in Reception and Year 1 will have their own allocated space – Reception on the playground (divided into two) and Year 1 in the ball court (also divided). We are going to offer the Year 6s the opportunity to take responsibility for managing their own social distancing. They will play on the field, but if we feel they cannot manage their own social distancing, we’ll change the plan.

### **How will make sure there is enough cleaning?**

Regular cleaning of surfaces, furniture, door handles and other things that children handle frequently is a really important way in which we can protect children from infection. All classrooms, the dinner hall and the offices will have viricidal cleaner available. Desks will be cleaned between sessions. One of our regular cleaners will change her hours so that she works through the day instead of after school. She will clean all the desks, chairs, door handles and other surfaces over the lunchtime break.

The plastic resources used in Reception and Year 1 and the play equipment used at break and lunch will be thoroughly washed at the end of the day.

All areas will be thoroughly cleaned at the end of each day.

### **What happens at the beginning and end of the school day?**

These times of the day are often the most busy and social at Hannah More and we will need to change the way this happens in order to be safe. Parents will not be allowed into school during this period except to visit the office via the front entrance.

We ask that only one parent comes to school and they bring just the children coming to school when they drop off and pick up. We will open the gate from 8.40am. No one should come to school before that. We will have a socially distanced queue along the front of the school for children in Reception and Year 1. After entering the school, parents will take their child to the fence gate of the classroom where they will be met by the teacher or the LSA. Parents will not come into the classroom. When they have dropped their children in Year 1 or Reception parents should leave the school via the car park. Staff will be on the playground to guide people.

Year 6 children will come into school via the office entrance where they will be greeted and go straight up to class.

At the end of the day we will operate the opposite way around. Parents will enter the school through the car park, collect their Reception children from the fence gate and their Year 1 and Year 6 children from the playground. The family should then leave through the bottom gate. Again, staff will be on site to support.

### **How will we keep staff safe?**

Staff have been working throughout the lock down to provide work for your children to do at home. Many have also worked at school, preparing food boxes, working with children of key workers and so on. As we move to more staff being on site, I have to consider carefully their wellbeing. Staff will remain in their “bubbles”. The staff room is not large enough for staff to social distance appropriately so whilst they will use it to prepare drinks and meals, they won't sit there during their breaks – instead using the classroom they are based in, or an outside area away from the children.

### **What if someone displays coronavirus symptoms?**

The current symptoms of coronavirus are:

*a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)*

*a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)*

*a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal*

If a child has these symptoms they should not come to school, their siblings should not come to school and parents should inform the school that they have symptoms. The school will then inform all the parents of the children in the “bubble” that someone has displayed symptoms. The “bubble” will then close down until all staff and children have had negative coronavirus test or self-isolated for 14 days.

If a child displays coronavirus symptoms in school they will be removed from their class immediately and their parents asked to collect them. We will recommend that they have a test for coronavirus and inform the school of the outcome. The school will then inform all the parents of the children in the “bubble” that someone has displayed symptoms. The “bubble” will then close down until all staff and children have had negative coronavirus test or self-isolated for 14 days.

### **What will happen about the learning when they're not at school?**

Teachers in Year 2,3,4 and 5 will continue to provide online learning as they have done for the past weeks. You are encouraged to continue sending in photos and videos of children's work to [hannahmorep@bristol-schools.uk](mailto:hannahmorep@bristol-schools.uk). Teachers will continue to call families to see how children are getting on and to keep in touch.

Teachers in Reception, Year 1 and Year 6 will also post online learning for the days the children are not in school. This will follow on from the learning they do in school and children will be encouraged to submit pictures before they return to show the teachers how they have got on. Teachers in these year groups will only call those families who decide not to send their children back to school.

### **Will the food boxes and vouchers continue?**

I know that the coronavirus pandemic has had a financial impact on many families and that the food boxes we have organized and the vouchers through the government scheme have helped people get by. The food boxes will continue to be provided for the time being but the day will change to Wednesday after half term. The time will stay the same - 2 and 4pm.

I am certain that vouchers will continue to be available for children whose year groups are not in school. The current vouchers run until the end of half term and I have put in another order for the 3 weeks after half term. That means that vouchers will be provided up till June 20<sup>th</sup>. After that time I don't yet know what will happen but I will update you as soon as I have more information.

For those of you who will be returning on June 1<sup>st</sup>, we are REALLY looking forward to seeing you! For those who feel its not the right time for them, or who are in Years 2,3,4 and 5 we hope it wont be too long before we see you again because we reazlly miss you all.

If you need to contact me you can do so by emailing [hannahmorep@bristol-schools.uk](mailto:hannahmorep@bristol-schools.uk) or call me on 07376185854.

Best wishes

Sue Ramsay