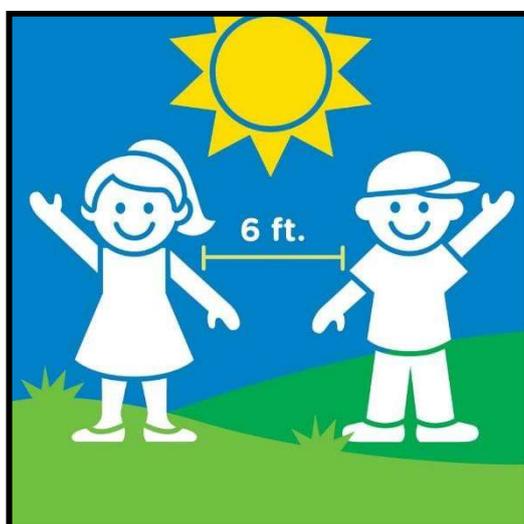




Parent Information
Full re-opening of
Steeton Primary School
September 2020



At Steeton Primary School, we firmly believe that returning to school is vital for children's education and for their wellbeing. While coronavirus (COVID-19) remains in the community, this means making judgments at a school level about how to balance and minimise any risks from coronavirus (COVID-19) with providing a full educational experience for our children

The re-opening of Steeton Primary School will be undertaken with due regard to the latest government and scientific advice available to us at the time. We have worked closely with the governing body and Bradford Local Authority to ensure that the safety of our pupils, staff and parents is paramount at all times.

We have worked hard to ensure it will be safe to open our school on Thursday 3rd September to all year groups. In order to welcome all children back this autumn we have to minimise the number of contacts that a pupil has during the school day, as part of implementing the system of controls outlined below to reduce the risk of transmission.

Essential measures include:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- grouping children together
- avoiding contact between groups
- staff maintaining distance from pupils and other staff as much as possible

The Government recognises that there cannot be a 'one-size-fits-all' approach where the system of controls describes every scenario and that all schools are unique. They also recognise that we as school leaders are best placed to understand the needs of our school and the informed judgments that need to be made about how to balance delivering a broad and balanced curriculum with the measures needed to manage risk.

The Senior Leadership and Governors have been working hard to complete all the above since the Government published its Guidance for full opening.

Below are the changes we have had to make to the structure of the school week in order to ensure your child and the staff are exposed to minimum risk whilst still enabling us to deliver a full broad and balanced curriculum.

Bubbles

We have decided that Steeton Primary School will operate Phase rather than Class Bubbles. We will therefore have 4 Bubbles:

- Year 5/6
- Year3/4
- Year 1/2
- Year R/1.

Within each bubble staff and children will be able to move between classes. Each phase bubble will have support staff that are able to cover classes if needed due to (Non Covid) absence.

This enables to continue with our system of grouping for Maths so children are being taught at their appropriate level and small groups to take part in catch up/extension activities. It also means that we can share resources and equipment (that can be limited in supply) such as Ipads, Art Supplies and science equipment, within the phase bubble.

It also means we can implement Social Distancing controls whilst still allowing children break and lunchtimes. These will now be staggered across the day. Children will have 45mins for lunch but this will be staggered between 11:30am and 1:30pm

The following table below explains the daily structure for each bubble and drop of and pick up points for your child.

September 20-21
Subject to change in line with DfE guidance

Year	Staff	Gate in/out	Cloakroom	Rooms	Toilets	Playtime	Lunchtime	Playtime
R	Miss Bingham Mrs Varley Mrs Inman Miss Crummack Mrs Turner	EYFS top	EYFS	EYFS building - 10,11	EYFS	10:30 – 10:50 EYFS + top of yard	11:30 – 12:00	12:00 – 12:15 EYFS + top of yard
1 2	Mr Daft Mrs Dale Mrs Law Miss Hussain Mrs Foulds	MUGA	Y1/2	Main building - 2,3	Boys	10:00 – 10:20 Top playground	12:00 – 12:30	12:30 – 12:45 Bottom playground
3 4	Miss Lafbery Miss Buckley Mrs Jackson Miss Akram Mrs Goodall Miss Roberts	Park	Y3/4	Main building - 1,5 Annexe 1 – 6	Girls	10:00 – 10:20 Bottom playground	12:30 – 13:00	13:00 – 13:15 Bottom playground
5 6	Miss Wilson Mrs Goodman Mrs Firth Mr Hiles Mrs Birtwistle Miss Redman Miss Bibi Mrs Grooby	Main	Y5/6	Annexe 1 - 7,8,9	Annexe 1	10:30 – 10:50 Bottom playground	13:00 – 13:30	12:45 – 13:00 Bottom playground

Start and finish to the school day

Only 1 parent/carer in a family should bring their child or children to school. It can be a different parent/carer at the beginning and the end of the school day, but parents/carers should not come to school together. This is to enable that all parents/carers can maintain a distance of 1m+ between themselves and everyone else, in line with social distancing measures. Please queue and wait to drop off and pick up your child by the assigned gate. There will be signage around school to help you.

The school day will run from 8.45 am – 3.00pm. Monday to Thursday. On a Friday, the school day will be 8:45am to 12:00pm. School will be closed in the afternoon.

School gates will be open and staffed from 8:30 am and shut promptly at 8:45am.

Steeton will be operating a strict drop off and pick up system. Please ensure that you help us by sticking to the times shown as we need to keep everyone as safe as possible. Staff will always be on hand to help.

This may mean you will have to adjust your travel times to accommodate the earlier start and finish times and also to take into account road works and being able to park up in order to escort your child to and from school.

We do understand that some families have children in different year groups. However, it is essential that children are dropped at their phase bubble gate. We suggest you drop your oldest child first and then move around to the younger ones drop off.

On pick up we suggest you reverse this and collect your youngest child first.

No parents/carers will be allowed into the school premises. If you need to speak with Mr Wheeler, Ms Redman, Mrs Kennedy or your child's teacher, please contact them by email or speak to the main office by telephone to arrange a call back. All contact details are at the end of this booklet.

Park

In the interests of social distancing and keeping bubbles separate, as much as possible it would be helpful not to let your child/children mix with other children outside their bubble in the park before and after school.

Attendance

Current Government advice is that full attendance is expected of all children from the beginning of term.

If your child is ill and cannot attend school, please contact the school office and follow normal absence procedures. Any unreported absence will be followed up by Mrs Simpson and Mrs Kennedy in the usual way. Please check your child's temperature and health each morning and do not send them to school if they are displaying symptoms, however mild.

If your child becomes ill during the school day, they will be taken to the first aid room where they will be isolated with a member of staff who will have the appropriate PPE. Parents/carers will be contacted and you should arrange to collect your child immediately.

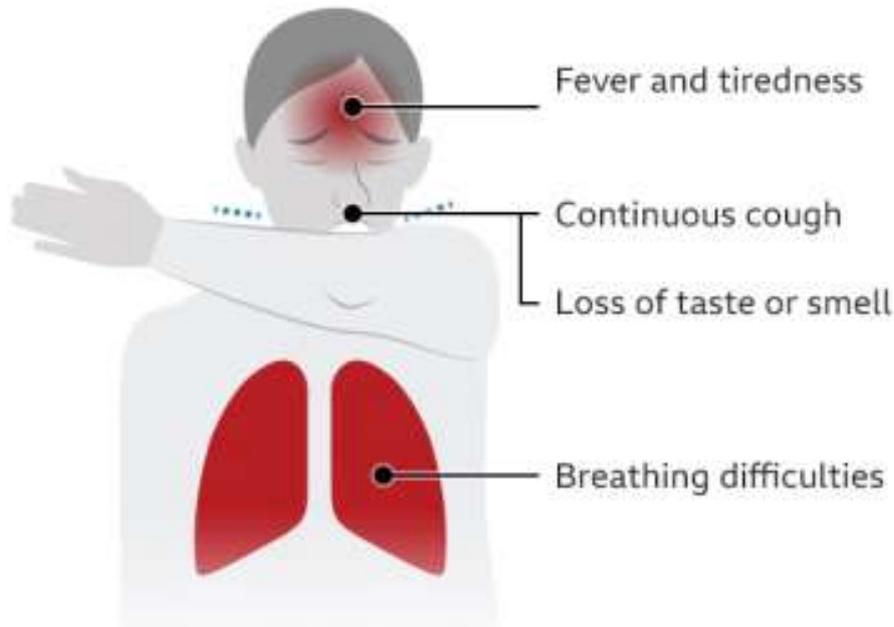
Medical Appointments

If your child has any appointments, please contact the school office by email or telephone and let us know. Do not come into school. You will be asked to wait by the main gate to collect and/or drop off your child/ren.

COVID-19 Symptoms:

- **High Temperature**
This means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **New, Continuous Cough**
This means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours.

Coronavirus: Key symptoms



Guidance used by school leaders to minimise the risk of infection in the school environment.

- Guidance for full opening – schools. **DFE**
- Key Actions List- taken from **DFE Advice on opening schools.**
- Steeton Primary School Coronavirus Risk Assessment
- COVID-19 Risk Assessment: **Bradford Local Authority Risk Assessment.**
- COVID-19: implementing protective measures in education and childcare settings **DFE (Department for Education)**
- Planning guide for primary schools. **DFE**
- COVID-19: cleaning of non-healthcare settings guidance.
UKGOV

Government Guidance for Schools Public health advice to minimise COVID-19 risks

Essential measures include:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements

- active engagement with NHS Test and Trace
- formal consideration of how to reduce contact and maximise distancing between those in school wherever possible and minimising potential contamination as far as is it practically possible

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- grouping children together
- avoiding contact between groups
- staff maintaining distance from pupils and other staff as much as possible

Dealing with a child that is showing COVID-19 Symptoms:

- **If a child displays signs of Covid 19 at home, they must not come to school. They should seek a test. Similarly, if a family member displays symptoms of the virus the family must self-isolate until a negative test has been obtained.**
- Children with symptoms starting in school time will be taken to the First Aid room, the member of staff dealing with the child will wear PPE. The child's parents will be contacted and asked to take them home. Siblings will also need to be taken home to self-isolate until a negative test result is obtained. Parents will be asked to get their child tested and the child and siblings can only return to school once the test result has come back negative or they have isolated for 14 days.
- Confirmation of a negative test result will be required in order for the child to re-enter school if before 14 days.
- All areas where the children have been will be cleaned down.

Staff displaying COVID-19 symptoms:

- If the symptoms start before work, stay at home, arrange for a test and only return to work once the result has been returned negative or they have isolated for 14 days.
- If the symptoms start at work, go home immediately, inform SLT via phone if necessary, arrange for a test and only return to work once the result has been returned negative or they have isolated for 14 days.
- If the test results of a staff member or child come back positive all members of that bubble must self-isolate for 14 days.

When to get a test:

- **Do not wait**
- **If you have symptoms, get a test as soon as possible. You need to get the test done in the first 5 days of having symptoms.**

Getting a Covid19 Test- useful websites:

- <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-a-test-to-check-if-you-have-coronavirus/>

<https://www.bradford.gov.uk/health/health-advice-and-support/coronavirus-testing-in-bradford-district/>

Playtimes

Playtimes will be staggered to maximise the use of space and ensure that only one year group is in the yard at any one time.

Year	Playtime
R	10:30 – 10:50 EYFS + top of yard
1 2	10:00 – 10:20 Top playground
3 4	10:00 – 10:20 Bottom playground
5 6	10:30 – 10:50 Bottom playground

Lunchtimes

Lunchtimes will be staggered to ensure that only one year group is eating at any one time and to allow for the dining facilities to be cleaned down between groups. Children will still have plenty of time to play out after they have eaten their lunch.

If your child is bringing a packed lunch from home, please make sure that it is in a sealed bag with your child's name clearly on it. Your child will hang their lunch bag on their cloakroom peg at the beginning of the day and return it after they have eaten their lunch. They must bring it home every day after school.

Hot meals will be provided for those parents who want their children to have one. This will need to be paid for with Parent Pay in the usual way.

No meals will be served on Friday but a grab bag of a packed lunch will be provided for children on Free School Meals.

Year	Lunchtime	Playtime
R	11:30 – 12:00	12:00 – 12:15 EYFS + top of yard
1 2	12:00 – 12:30	12:30 – 12:45 Bottom playground
3 4	12:30 – 13:00	13:00 – 13:15 Bottom playground
5 6	13:00 – 13:30	12:45 – 13:00 Bottom playground

Extra School Activities

We will not be running any extra clubs or activities – this includes Wake Up, Shake Up and any lunch time or after school clubs.

Water Bottles

Please make sure that your child has a full water bottle each morning to bring to school with their name on. It will be kept with them throughout the day. It will be sent home each day to be cleaned.

School Uniform

Please make sure that ALL your child's uniform is clearly marked with their name so that it can be easily returned. In the present circumstances, we cannot have any lost property in school.

- Children will be expected to wear school uniform every day.
- Parents should where ever possible provide clean uniform each day a child is in school.

School and Home Learning

We are very much looking forward to the children coming back to school. We do, however, understand that for many of them it has been an extremely long time since they were with us and also with their friends. Therefore, initially in class we will focus on feeling comfortable and we will be talking about the changes that have happened over the months.

Lots of support will be given to all children to establish the new health and safety rules and routines in school, including good hand washing and general hygiene. We realise that school will look and feel very different and we would ask that you support us by talking to your child about this before they return.

Social Distancing

The government has clearly recognised that EYFS and primary aged children cannot be expected to maintain the recommended practises for effective social distancing. We will be doing everything that we can to maintain a safe environment, including:

- Avoiding contact with anyone with symptoms
- Good hygiene practises – including frequent handwashing
- Regular cleaning of shared facilities – including touch points such as door handles

- Spacing of desks and classroom equipment to maintain appropriate distancing
- Ventilating classrooms as much as possible throughout the day
- Utilising the outdoors for learning frequently

Cleaning and Hygiene

School will be cleaned at the end of each day with an extra deep clean on Friday afternoons.

Staff will regularly clean touch points throughout the school day: tables, chairs, door handles, toilets, iPads etc.

Children will be encouraged to wash their hands regularly throughout the school day. There are facilities in each classroom for this to be done under staff supervision.

Children will be encouraged to follow good hygiene practises – sneezing and coughing into a tissue (which should be binned immediately) or into the crook of their elbow. Bins have lids and will be emptied when necessary throughout the school day.

Pupils **MUST NOT** bring their own pens, pencils and pencil cases or book bags from home and we ask that your child does not bring in toys or other items to play with.

Class teachers will advise on the frequency of Reading books being sent home. On return books will be quarantined for a minimum of 48 hours.

The government does not expect or advise that children wear face masks. Staff at Steeton will not be wearing masks except under circumstances where they are in very close contact with a child or when dealing with an ill child.

Contact details:

Tel: 01535 653315

Email: office@steeton.bradford.sch.uk

Mr Wheeler: kevin.wheeler@steeton.bradford.sch.uk

Mrs Kennedy: sharmyn.kennedy@steeton.bradford.sch.uk

Class teachers' email details have been sent to you in a Ping at the beginning of lockdown.



