

21.5.2020

Dear parents & carers,

Following the prime minister's announcement on 10<sup>th</sup> May, we have been working flat-out to plan and prepare for opening our school more widely. At the end of this letter you will find our detailed plans for opening school and how we are going to keep you, your children and our staff safe. For children that do return in June, school will look and feel very different. Please share these changes with your child so they know what to expect.

The priorities that run through our planning are:

- Social distancing (through working in small groups and keeping a safe distance from each other)
- Frequent hand-washing and cleaning
- Managing anxiety and distress
- Managing suspected cases of Coronavirus safely

**From 1<sup>st</sup> June, New Park is open to the children of critical workers and vulnerable children only.** We plan to open to **Y6 from 8<sup>th</sup> June.**

If we can safely accommodate more children, we will open to **Year 1 on 10<sup>th</sup> June** and **Reception on 15<sup>th</sup> June.** Unfortunately we are unable to open to Nursery children. Due to the need to maintain social distancing throughout the school day, we will not be offering Breakfast or After-school club provision.

We will stagger the start and end of the school day and will be using different entrances for each group. Parents and carers will not be allowed on the school site during this time. Instead, please arrive promptly and line up maintaining 2 metres distance from other children. Only one parent/carer should be present for each child. School will close at 12:30pm every Friday (except for children of critical workers and vulnerable children).

Children will be taught in small group 'bubbles' by the same adult each day. The exact groupings will depend on the number of children who attend and bubbles will not mix during the school day. Within these groups we will do everything we can to keep children socially distanced but we cannot guarantee that this will be maintained at all times.

If your child is in Year 6, Reception or Year 1 or classed as a vulnerable child, or you are a critical worker and wish to send your child to school, you must complete our latest survey (one for each child) by 28<sup>th</sup> May and the survey link is:

<https://forms.office.com/Pages/ResponsePage.aspx?id=FILJc5e1GEqXuMLFPNpY80lqpTqwn9tGgSPG0cztUOdUMlI4Rk4wNDirQzQ5OEdMUVJCOUdXVVJGOC4u>



If you are not sure if you are classed as a critical worker you can find the full list here:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

We are desperate to have our children back in school, but it must be done safely and carefully. We will continue to offer home-learning updates and will be available to families that choose to keep their children at home. The government have confirmed that non-attendance will not incur fines at this time.

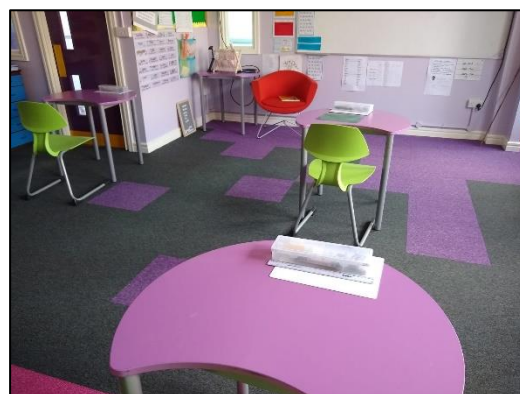
Look after yourselves and each other

Mr Mold

## New Park Opening Procedures

### Start / End of the school day

- Start and end times will be staggered for each group of children. We will use different entrances and further details will be sent out once numbers are confirmed
- Only one adult should accompany their child(ren)
- Parents/carers are not allowed on the school site and should line up with their children, keeping 2 metres apart from other families
- Where parents have more than one child to drop off or collect at the same time, do so for your youngest child first
- Children should not bring any bags or items to school apart from a coat, packed lunch and a full water bottle
- Children should not wear face masks in school and will be asked to remove and dispose of these on arrival
- A member of SLT will be on the gates during opening and closing times to enforce these rules and collect latecomers
- School closes at 12:30pm on Friday to all groups apart from critical worker groups



### Social Distancing

- Children will be taught in small groups or bubbles which will remain the same every day. They may not be with their usual class teacher or in a familiar classroom
- Children will be required to remain in their group and cannot mix or interact with other groups or with other staff members
- Groups for critical worker children will be a mix of different ages
- Each child will have their own desk space, learning pack and resources which will not be shared. They will sit at the same desk every day
- Children in Reception have a different curriculum and do not learn at desks. They will not have the same social distancing measures in place and far more likely to come into contact with each other
- Children will not come into contact with any other adults or groups throughout the day
- Parents and visitors will not be allowed on the school site. Please ring 01423 503 011 or email [admin@newparkacademy.co.uk](mailto:admin@newparkacademy.co.uk)



### Break and Lunch times

- Children will have breaks outside in their small groups at separate times. When it is dry they will eat outside. They will have playground resources for their group only and must stay within their 'zone'
- The dining hall is closed and lunches will be brought to the children on the playground or in their classes (if it is wet)

### **Cleaning and hygiene**

- Children and adults will wash their hands throughout the day (on arrival to school, after using the toilet, before/after eating, before/after going outside and before going home)
- Sinks have posters for proper hand-washing technique
- Each group will have an assigned block of toilets and only one child from each group will be permitted to go to the toilet at a time
- Contact points such as taps, toilets, door handles and bins will be cleaned multiple times throughout the day
- The school will be thoroughly cleaned at the end of each day by our cleaning team

### **Uniform**

- Children's clothes should be washed at the end of each day
- Children should wear clothes appropriate for school but school uniform is not compulsory

### **Suspected cases**

- If any member of a bubble (staff or child) tests positive for COVID19 the entire group will be required to isolate in line with current Government guidance. In addition, if any member of their household (staff or child) tests positive for COVID19 the group would need to be notified to be vigilant for symptoms and the child or staff member from the household where there is a positive case should be tested before they return to school.
- If anyone in school becomes unwell with a new, continuous cough or a high temperature, they will be immediately isolated from the rest of their group and sent home
- The meeting room (opposite the school office) will be used to isolate children with a suspected case of Coronavirus until they are collected
- The symptomatic child or staff member should self-isolate at home for 7 days and their household for 14 days. They should get tested as soon as possible (tests will be available from 1<sup>st</sup> June). If the test is negative, they can return to school and the household can end their self-isolation
- If a child or staff member tests positive for Coronavirus, the rest of their group will be sent home and advised to self-isolate for 14 days. Their other household members do not need to self-isolate unless the child or staff member they live with subsequently develops symptoms.
- If other cases are detected within the group or across the school, Public Health England's local health protection teams will conduct a rapid investigation and will advise us on the most appropriate action to take.

### **Behaviour**

- During the Coronavirus outbreak it is vitally important that children follow social distancing rules within school. These will be shared with all children with repeated reminders throughout the day.
- If children choose not to follow these rules or are unable to follow these rules then a risk assessment will be drawn up to determine what mitigations need to be put in place
- In rare circumstances, it may be decided that the child should stay at home

### Learning

- Group work will not be possible and children will be learning independently at their desks
- School staff will stay 2 metres away from children and will not be able to review children's work
- We will not be sending reading books home
- Home learning will continue
- We have had to remove all soft furnishings and soft toys from classrooms including Reception. Our provision areas have been redesigned to reduce the risk of transmission eg. no water tray

We will constantly review and evaluate our procedures throughout the Summer term. Should circumstances change we may need to close partially or wholly with minimal notice