

# **Kincraig Primary School**

**Back to School Plan**

**September 2020**

## **Rationale:**

As you are all aware we have been experiencing unprecedented times and been through a long lockdown. This has been challenging for everyone but was a necessity in order to try and keep us all safe and not spread Covid 19. Thank you so much for all your support and hard work teaching your children during this time. We have all been very proud of how much the children have achieved and the wonderful photos of how much fun they have had.

School when it opens will be different from how it was when the children left in March 2020. In order to keep the children, staff and parents safe it is necessary to make some changes. We are positive about these changes though as this is 'our new normal' for a while. Our ethos of 'Children are at the heart of everything we do' will shine through and ensure the children are cared for, educated, loved and safe.

The Chairs of Governors and Vice Chair of Governors, Senior Leadership Team and Local Authority have discussed how the school can safely re-open as suggested by the Prime Minister.

The safety of our children and staff is our prime consideration and we have concluded that the key factors to be addressed are:

- 1. Social distancing;**
- 2. Minimising the contact of the children with each other and the staff;**
- 3. Constant daily cleaning of school;**

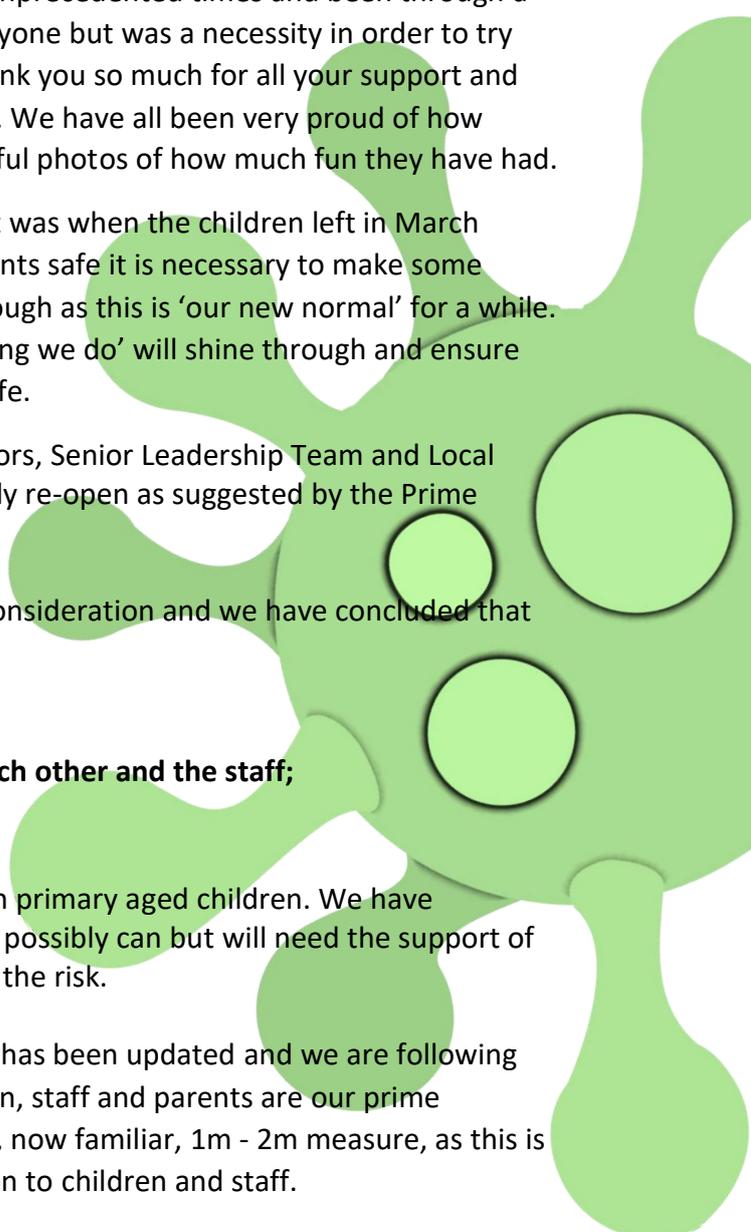
The first two criteria are the most challenging with primary aged children. We have developed plans to reduce the risk as much as we possibly can but will need the support of parents/carers and children to help us all manage the risk.

The guidance from the Department for Education has been updated and we are following this. In re-opening school the safety of our children, staff and parents are our prime consideration. We are intending to maintain that, now familiar, 1m - 2m measure, as this is an important factor in reducing the risk of infection to children and staff.

## **Implementation:**

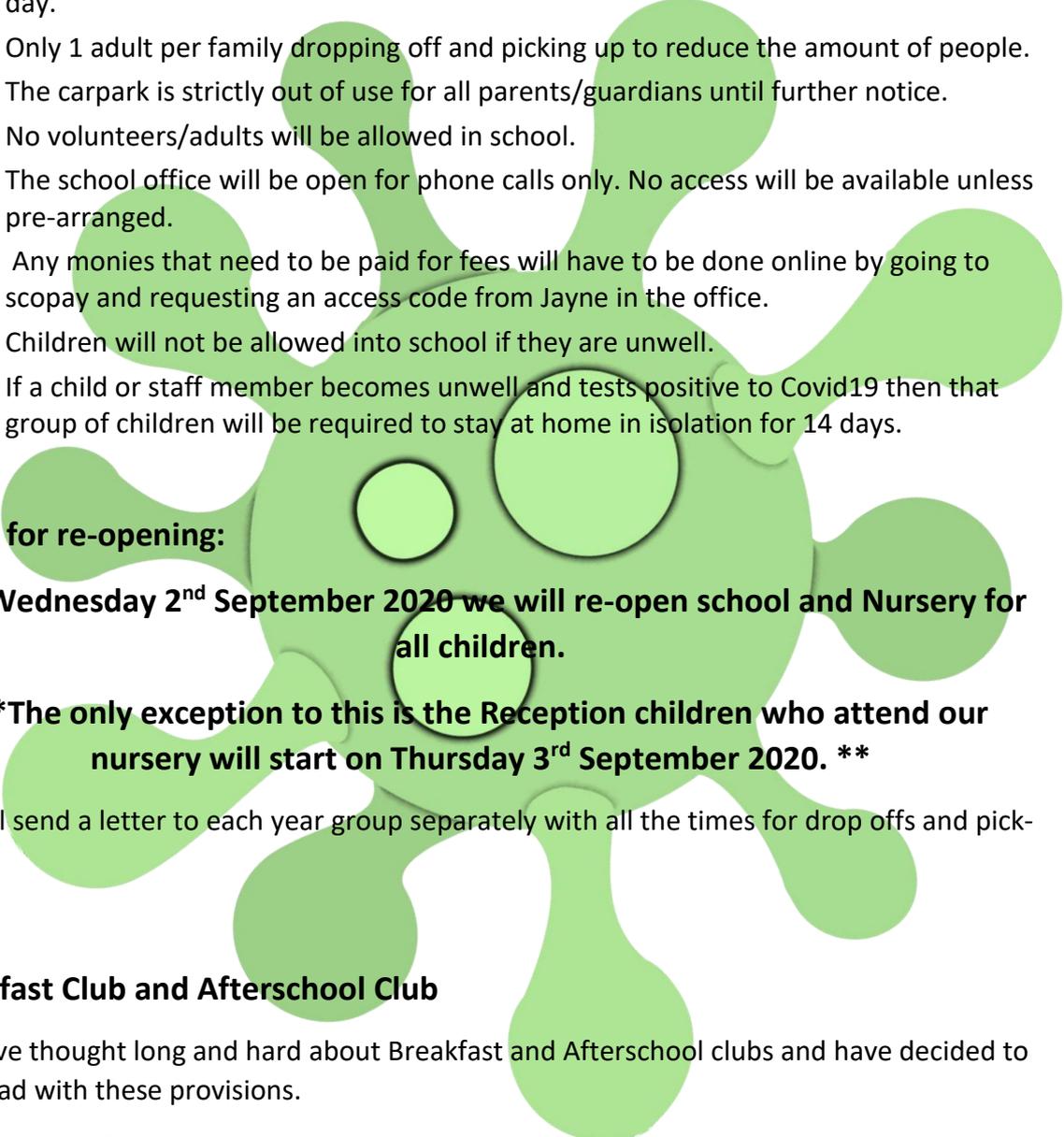
In order to follow 1m - 2m social distancing measures we have had to re-arrange our classrooms which means that our classrooms will be set up with children sat at tables facing forward and the immersive element, which we pride ourselves on, kept to a minimum for at least the first term.

Our normally full diary of events may not be able to take place in the usual way but we are looking at how we can still carry out most of them...but with a twist! Look out for these when we come back!



## **The following are measures we are putting into place to minimise the risk of infection:**

- Each class will form a 'bubble' in their classroom
- There will be no mixing with other 'bubbles' during the school day. Children will sit in the same seat at all times in their group.
- The class teacher and teaching assistant, will be allocated solely to that 'bubble' and will not support any other 'bubbles'.
- Allocated members of staff will cover the teacher for their PPA. They will ensure they have cleaned their hands etc. before entering the room.
- All staff will be issued with PPE provided by school. It is recommended that they wear a visor in class. (Face visor, washable face masks, surgical gloves and plastic apron.)
- The children will be expected to wear uniform each day and their clothes must be washed daily. We have been advised that the virus can live on clothing for up to 6 hours.
- Windows and doors need to be opened where appropriate to aid ventilation.
- The cloakrooms will not be used. The children need to bring a coat and this will be kept with the child in class.
- Children will be given a strong plastic bag in which they can bring their reading book and iPad daily.
- Children can bring in a water bottle.
- Children will wash their hands/anti bac gel as soon as they arrive in school and will be encouraged to do this before: going out to play and coming back in, if they go to the toilet, before they eat their lunch and after, when they come in from playing out at lunchtime and before they go home at the end of the day
- Staff need to ensure they are wiping down tables, handles, switches, resources – basically anything the children are touching, regularly throughout the day. There is anti-bacterial spray and towel on a roll provided. Empty the bins if they are getting full throughout the day.
- Children will be given their own pen, pencil, ruler, rubber etc. They will share some learning resources within their 'bubble' but these will be disinfected after use.
- All children need to have packed lunches for at least the first term. These will be provided by school for the children on Free School Meals. All other Children who bring a packed lunch from home need to put in a disposable bag to be thrown away after eating.
- Playtimes and lunchtimes will be staggered so each 'bubble' will have space on their own. Whilst the children are playing out in their 'bubbles' we will encourage them to stay 2m apart.
- In line with DfE regulations start and finish times will be staggered to avoid mass gatherings.

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- No adult will be allowed on the school site and will drop off and pick up their child at the main gates. This will be at pre-arranged times and this will be detailed in your year group letter which we will send you.
  - Whilst waiting to drop your child off we ask that all adults and children follow the 2m social distancing measure. Staff will man the main gates at beginning and end of the day.
  - Only 1 adult per family dropping off and picking up to reduce the amount of people.
  - The carpark is strictly out of use for all parents/guardians until further notice.
  - No volunteers/adults will be allowed in school.
  - The school office will be open for phone calls only. No access will be available unless pre-arranged.
  - Any monies that need to be paid for fees will have to be done online by going to scopay and requesting an access code from Jayne in the office.
  - Children will not be allowed into school if they are unwell.
  - If a child or staff member becomes unwell and tests positive to Covid19 then that group of children will be required to stay at home in isolation for 14 days.

### **Dates for re-opening:**

**On Wednesday 2<sup>nd</sup> September 2020 we will re-open school and Nursery for all children.**

**\*\*The only exception to this is the Reception children who attend our nursery will start on Thursday 3<sup>rd</sup> September 2020. \*\***

We will send a letter to each year group separately with all the times for drop offs and pick-ups.

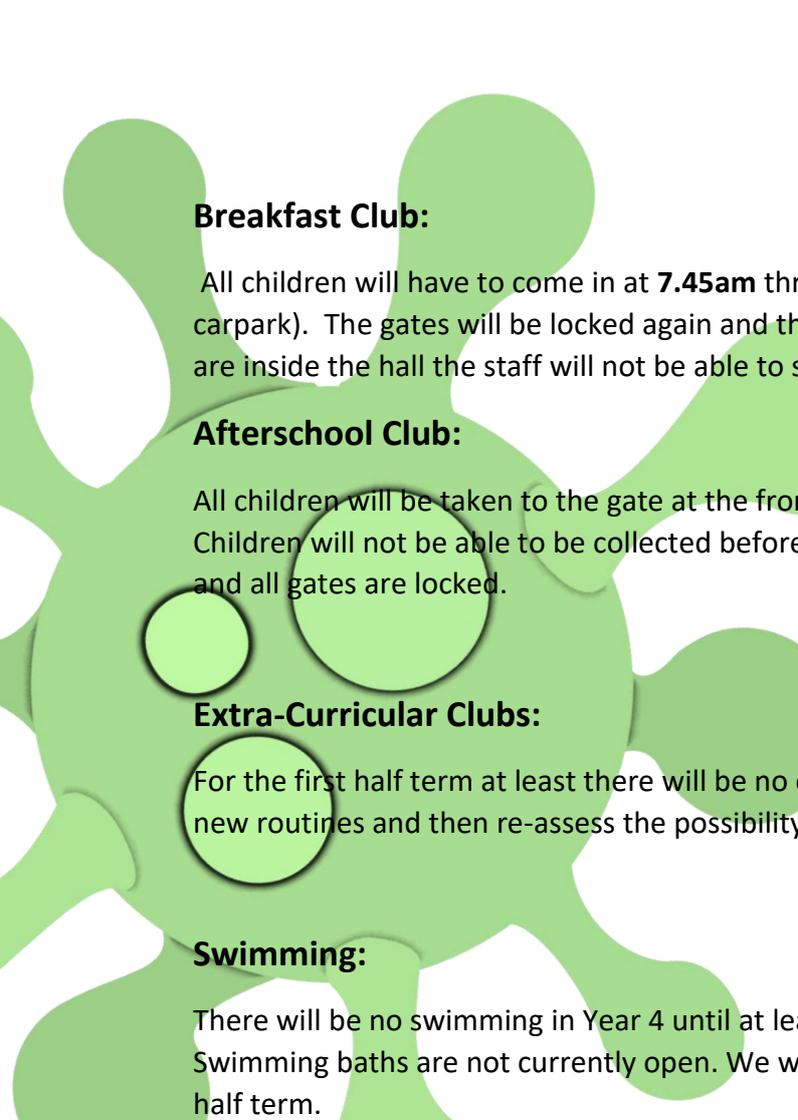
### **Breakfast Club and Afterschool Club**

We have thought long and hard about Breakfast and Afterschool clubs and have decided to go ahead with these provisions.

It is impossible for us to provide separate Breakfast and After-school provisions for each class so that 'bubbles' don't mix. We simply do not have enough staff and it would not be cost effective for parents if we had to employ more staff.

Therefore there will be some changes as adults are not permitted on site and we are limited to what we can provide with our existing staffing.

Children attending these clubs will have to follow the same rules for social distancing they do whilst in school and the same rules for handwashing etc.



### **Breakfast Club:**

All children will have to come in at **7.45am** through the gate at the front of school (by the carpark). The gates will be locked again and the children taken to the hall. Once the children are inside the hall the staff will not be able to see any late arrivals.

### **Afterschool Club:**

All children will be taken to the gate at the front of the school for collection at **5.20pm**. Children will not be able to be collected before this time as adults are not permitted on site and all gates are locked.

### **Extra-Curricular Clubs:**

For the first half term at least there will be no extra-curricular clubs. We need to get into our new routines and then re-assess the possibility after we have been back for a few weeks.

### **Swimming:**

There will be no swimming in Year 4 until at least after the October/November half term. Swimming baths are not currently open. We will re-assess this as we go through the first half term.

**Thank you again for all your support during these unprecedented times.**

**Enjoy your summer and stay safe.**

**Karen Appleby**



**Headteacher**

