

Thursday 3rd September 2020

Dear Parents/Carers,

I hope you all had a good summer and stayed fit, healthy and virus free. The end of last term seems such a long time ago and so much has happened since we broke up. Most of the teachers, teaching assistants and support staff have been in school during the holidays making sure that we are ready for the start of term. We are all really looking forward to seeing all the children again. For some of them it will be 5 months since they have been in school and are hopefully looking forward to coming back on Monday 7th September.

Since July, the government has changed some of the guidance for the full reopening of schools. I suspect this will also continue to change over the next few weeks as well. We will therefore be gradually introducing new information over the next few weeks as the children settle back in to school. This will ensure that we are following all the official guidance and adaptations to make sure we are as Covid secure as possible. We do however have to make some changes to our initial plans. The following information is based on the most up to date guidance we have.

Bubbles (no change)

We will continue to have the school divided into bubbles. Each Key Stage will form a bubble:

- Bubble 1 – Foundation Stage consisting of YN & YR (Daisy & Poppy)
- Bubble 2 – KS1 consisting of Y1 & Y2 (Thistle, Conker & Acorn)
- Bubble 3 – Lower KS2 consisting of Y3 & Y4 (Clover, Mustard, Teasel & Rosehip)
- Bubble 4 – Upper KS2 consisting of Y5 & Y6 Catkin, Sycamore, Barley & Wheat)

Each class will be fairly self-contained. They will only meet up with children from other classes in their bubble at lunch time and play time. We will be teaching the children about self-distancing and COVID hygiene but the children will not be social distancing within their bubbles. This is in line with government guidance that recognises that younger children in primary schools cannot socially distance from staff or each other, but maintaining separation between bubbles is a protective measure.

Classrooms (minor change)

The classroom furniture in all classes will be arranged in a way that reduces the risk of COVID and helps children understand about social distancing. In KS2 all the tables will be facing forwards and the teacher will teach predominantly from the front of the class. In KS1 the tables may be arranged in groups but they will also be facing the front. The teacher may move around the class more but a lot of teaching will take place from the front. The children will be taught and expected not to touch staff. We will continue to encourage regular hand washing and sanitising equipment during the school day. We are lucky to have a fantastic site team who will ensure the school is properly cleaned every day.

Executive Headteacher Mrs Lorraine Quirk

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Classrooms will have the same of the soft furnishings removed and will be kept clutter free, so they may not look like they usually do.

Start and end of the school day (minor change)

Bubble	KS	Start	Lunch	End
1	FS	8.40am	11.30am	3.10pm
2	KS1	8.40am	12.00noon	3.10pm
3	LKS2	8.50am	12.30pm	3.20pm
4	UKS2	9.00am	1.00pm	3.30pm

It is important to ensure that your child arrives at school on time. We will be continuing with a system of staggered start and end times to avoid congregation of people in and around the school. The front gate will open to the different bubbles at the specified times and you and the children will be asked to wait outside of the school prior to the start times. If you are dropping off children in different key stages you will be able to wait on the playground but please remain socially distanced. We would encourage all KS2 children to be walking into school independently by October half term and the Y5 & Y6 children by the end of the second week. This will significantly reduce congestion and support social distancing. There is a one way system to keep everyone moving. Children in Y1 – Y6 will enter by the usual side gate and then walk through the playground to leave by the gate leading out onto the public car park. When you drop off you will not be allowed to come into the classrooms. Members of staff will be around the school in the first week to help you navigate this new system. Outside the front of the school and on the playground there are a number of yellow dots. Please find a dot to stand on as they all represent social distancing. Wherever possible please avoid bringing younger children onto the school grounds but if you do please make sure they stand close to you and are not able to wonder around the school grounds or mix with other children.

Uniform (significant change)

Children will be expected to wear the correct school uniform to school. Children should now bring in a PE kit to be left in school. PE kits should not be brought in until the second week of term. We previously said that children should wear trainers to school but this will now no longer be necessary as they can now change for PE. However, I appreciate not everyone will have bought new school shoes so trainers can still be worn until October half term.

What to bring to School (minor changes)

We want to reduce the number of things that children bring into school. For the first week, this means they should not be bringing in anything other than a packed lunch, water bottle and jacket. No one should be bringing in a bag as it will not be needed until they start to bring books in and out of school. If your child brings a bag into school they will be asked to leave it outside the classroom door for the day. Initially, the children will not be bringing home reading books and should not bring books from home into school. Reading and library books will be introduced after the first two weeks in school. No toys, cards or any other personal items should be brought in. Mobile phones must be placed in the class container and taken home at the end of the day. Please be aware that the school is not responsible for mobile phones or anything else that the children may bring in.

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Face Masks (no change)

The current government guidance states that primary aged children should not wear face masks in school. If your child travels to school in a face mask they will be asked to remove it, on arrival, and dispose of it in the bin. If it is a reusable face mask then they should bring a plastic bag to school, place the mask in the bag on arrival and take it home at the end of the school day. If advice on face masks should change we will notify you.

Travelling to School (no change)

We would like to request that as many children as possible walk or cycle to school. This is the healthiest way to travel to school and could reduce the risk of spreading the Coronavirus.

Communication (no change)

Please do not send letters into school. Letters will not be opened until 72 hours after they have been brought to school. If you would like to communicate with us please telephone or email the school office. Do not email staff directly as they will not respond to individual emails from parents or carers. Please do not try and talk to the teachers at the start and end of the day. If you need to make contact with a teacher please email or phone the office and we can arrange a socially distanced meeting for you.

What to do if your child or member of your household becomes unwell (Significant Change)

Ensuring that pupils, staff and other adults do not come into the school if they have [coronavirus \(COVID-19\) symptoms](#) or have tested positive in at least the last 10 days and ensuring anyone developing those symptoms during the school day is sent home, are essential actions to reduce the risk in schools and further drive down transmission of coronavirus (COVID-19). If anyone in your household develops symptoms then they should remain at home

If anyone in the school becomes unwell with a new and persistent cough or a high temperature, or has a loss of or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#), which sets out that they should self-isolate for at least 10 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS [testing and tracing for coronavirus](#) website, or ordered by telephone via NHS 119 for those without access to the internet.

If anyone in your household has tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10-day isolation period from the day they develop symptoms. Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.

If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.

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If someone tests positive, they should follow the [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#) and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

What we will do if your child becomes unwell (minor change)

If your child becomes unwell at school we will contact you as soon as possible. If they are showing COVID symptoms then we will isolate your child in our medical room or alternative safe place. We will ask that you come to school immediately to collect your child. You will then need to follow the 'stay at home' guidance: [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#). It is very important that you supply us with your most up to date contact details and collect your children without delay. Please inform us of any test outcomes as soon as possible.

Bubble Closures (Significant Change)

New Sub heading - Managing confirmed cases of coronavirus (COVID-19) amongst the school community

We will take swift action when we become aware that someone who has attended CtS has tested positive for coronavirus (COVID-19). Firstly, we will contact the local health protection team. This team will also contact us directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attends our school– as identified by NHS Test and Trace.

The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.

The health protection team will work with us in this situation to guide us through the actions we need to take. Based on the advice from the health protection team, we must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:

- direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual
- travelling in a small vehicle, like a car, with an infected person

The health protection team will provide definitive advice on who must be sent home. We will be able to use our school records – timetables, registers etc to support the health team in identifying those children and adults.

We will then use a template letter to inform our parents/carers of any relevant decisions. We will not share the names or details of people with coronavirus (COVID-19) unless essential to protect others, as directed by the public health teams.

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Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#). They should get a test, and:

- if the test delivers a negative result, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days.
- if the test result is positive, they should inform their school immediately, and should isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household should self-isolate for at least 14 days from when the symptomatic person first had symptoms, following [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)

We will not request evidence of negative test results or other medical evidence before admitting children or welcoming them back after a period of self-isolation.

In the majority of cases, we anticipate agreement between us and our parents/school community that a child with symptoms should not attend school, given the potential risk to others. In the event that a parent or carer insists on a child attending school, we can take the decision to refuse the child if we believe it is necessary to protect our pupils and staff from possible infection with coronavirus (COVID-19). Any such decision would be carefully considered in light of all the circumstances and the current public health advice.

Behaviour (minor change)

Behaviour is always important to us here at CtS. However, we have had to introduce some new behaviour guidelines to help keep us all safe during this pandemic. By the end of the first week, back at school, your child will need to return their home school agreement signed by you and them. They will also be shown the new behaviour policy so they understand the new rules. It is very important that all the children follow the rules, if a child is unable to follow the rules, which are in place to keep us all safe, they may not be able to come to school until you have helped them to understand them. This was very successful during our phased return so we expect it to be successful when we fully reopen.

We really do want your children back in school with us and we are committed to doing everything we can to keep them as safe as possible. I do understand that with some of the changes to school life, such as the start and end times of the school day, present a challenge for some of our families and for this I am really sorry. We have maintained a focus on the children and meeting the government guidelines but we do appreciate the difficulties that this may present to some of our families. I hope that over time we will be able to adapt and get as close to normality as possible.

We have such an eventful year ahead of us with numerous challenges but also a lot to look forward too. These are extraordinary times and will be for a long time. On Friday, I will post a recording on the school website to welcome back the children and I look forward to seeing you next week.

Yours sincerely,

Lorraine Quirk

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