



# Head's

# Update

August 2020

KEEPING YOU INFORMED ABOUT OUR SCHOOL IMPROVEMENTS

Dear Parents and Carers,

## Re: ARRANGEMENTS FOR SEPTEMBER OPENING

We are very much looking forward to welcoming all pupils back in September. The Government has stated: *'Given the improved position, the balance of risk is now overwhelmingly in favour of children returning to school. For the vast majority of children, the benefits of being back in school far outweigh the very low risk from coronavirus (COVID-19).'*

I hope to reassure you as much as possible that we will be going to great lengths to keep your children as safe as possible when they return. Throughout the Lockdown, we continued to have key worker and vulnerable children in school and this was extended to Year 6. This was very successful and the children enjoyed their time in school. After the initial first day, the children were reassured and showed great resilience; quickly adapting to the 'new way of life'. We have adapted our existing measures in light of updated Government Guidance and to enable us to accommodate all children.

In order to ensure the safety of all members of the school community and wider families, every member of the community has a role to play in reducing the risk to the school and in the spread of COVID-19. We expect every member of the school community to accept these collective responsibilities:

- Please do not come to school or send your child to school if anyone in your household is displaying symptoms, however mild, of COVID-19.
- Engage with the test and trace process when required. Telephone 119 or visit [nhs.uk/coronavirus](https://www.nhs.uk/coronavirus)
- Adhere to the social distancing measures in and around school
- Make sure you are wearing a face covering in shops, public transport and other enclosed public areas
- Adhere to government measures regarding visiting friends, family and public places
- Ensure the school has up-to-date emergency telephone contact numbers
- Please do not enter the school building unless authorised to do so (please telephone/email for any enquiries)
- Ensure you are fully aware of your role and ask if you are unsure of any aspect of it
- Accept that we may have to ask you to keep your child at home if a case is confirmed in school

The following information outlines the arrangements that will be in place in September based on the Government guidance issued July 2020 and from our own risk assessments. As further

guidance is issued or if we go into lockdown again, they may change and we will communicate any changes to you.

### Timings:

In order to facilitate social distancing and avoid congregation and congestion, we will be slightly staggering the times when children can arrive at school and leave at home time. The playground gates will open at 8.45am and 3.25pm - please do not arrive at school before this time unless your child is attending our 'Before School Provision'. In addition, please use the entrance and exits allocated below:

Year Group	Entrance/Exit	Arrival Time	Finishing Time
3	College Street Y3 Playtime door from playground	8.45am	3.25pm
4	John Street 4/5 Playtime door from playground	8.45am	3.25pm
5	John Street 4/5 Playtime door from playground	8.55am	3.35pm
6	College Street Y6 Playtime door from playground	8.55am	3.35pm

If you have children in more than one year group, siblings may go into school at the earliest time slot in the morning through their own class entrance. At home time, please collect the earliest child first and then wait in a socially distanced way around the edge of the playground for your other child(ren).

Parents and Carers **must** accompany their children to their entrance and then leave their children at the gate. Children should not travel to or from school with other children or with another family outside of their bubble.

Adults will be allowed to wait on the playground at the end of the day to collect their children at the allocated time - one adult per family only please. Please do not arrive earlier than this, as it will cause an obstruction or queues on the pavements outside of the school which must be avoided. Please also ensure you are socially distanced when queuing to come through/entering the gates. Only Year 6 will be permitted to attend and leave school by themselves once a permission form has been signed.

We respectfully ask that everyone makes every effort to arrive, and collect children, during their time-slots.

Once your child(ren) has/have been collected, you must leave the premises immediately - no chatting or loitering please.

Adults will be on the playground to meet and greet your children at the beginning of the school day and teachers will come out with their class at the end of the school day. We ask that you only speak to them face to face if the matter is urgent, if it is not, please phone the school office. Please comply with 2m social distancing.

**Staffing:**

As a school we are focusing upon developing a love of reading and this year our classes are named after famous authors

Year Group	Name of Class	Teaching Staff	Classroom Support	Additional Support
3	Blyton Class	Miss Shelley Mrs Pearson	Mrs Watkins Miss Sturman	Mrs Love
4	Dahl Class	Miss King Mrs Pearson	Mrs Jones Mrs Morrissey	Mrs Warren
5	Blackman Class	Mrs Taylor Mrs Eaton	Mrs Hirtsch	Mrs Warren
6	Shakespeare Class	Mrs Smith Mr Butler Mrs Eaton	Mrs Ebsworth	Mrs Appleby
Mixed	Discovery Base	Mrs Appleby	Miss Nell	

Mrs Watts, Miss Bunker, Miss Nell and Mrs Faulkner will be providing pastoral support.

Mrs Heffernan, Mrs Paradise and Mrs Maple will be working in the office.

**Bubbles:**

We will be operating in 'Class Bubbles' in order to minimise the number of people that the children and staff come into contact with. Each 'Bubble' will have a separate entrance and exit, lunchtime and play times and allocated toilet. Each 'Bubble' will remain independent of other 'Bubbles' and each class will have its own classroom, group work room and its own resources.

Children will not be expected to maintain social distancing within their 'Bubble', as is recognised in the government guidelines, but it will be encouraged when possible. Measures have been taken to ensure the movement of staff between 'Bubbles' is kept to a minimum. PPA and class cover arrangements which will bring additional staff into contact with groups of pupils, will continue. Adults will be expected to maintain social distancing from each other and from the children, as they are deemed by the scientific evidence to be at a higher risk than the children.

**Classrooms:**

In the morning, the children will walk straight into school, hang up their belongings on their assigned peg and go into class where they will be greeted by their teacher. Upon entering the classroom, the children will be required to wash their hands. Hand Sanitiser units have also been installed outside each room but where possible they will be encouraged to wash hands with soap and water.

Extensive work over the summer closure has taken place to ensure classrooms are fully prepared for the opening in September. Some soft furnishings have been removed to ensure we can have adequate space to support 30 children and cleanliness. All tables will be spaced out as much as possible and will be front facing. Windows will be opened to facilitate effective ventilation until the weather makes this prohibitive. Door handles will be sterilised as part of a regular cleaning routine. Classroom doors will be kept open throughout the day. Children will be provided with their own personal resources - this will include pencil, pen, rubber and ruler. Other resources in

the classroom will be shared as necessary. These resources will not be shared with other classes. The teachers will teach from the front of the class and will use Visualisers and screens to support children with 1:1 work, such as hearing readers and addressing misconceptions.

### **Equipment in School:**

We ask that this is kept to a minimum in order to reduce the risk of transference of the virus between home and school. Children will need to bring their PE kit into school (plain blue shorts, yellow t-shirt, plain track suit, trainers) and we request that this stays in school for the remainder of the term, when it will then be sent home in the holiday's to be washed. Children can bring in a lunch box but we advise that this is washed daily and they **must** bring in a named water bottle (we are unable to provide these). As of September, children are expected to wear full uniform, including black school shoes (no trainers permitted). **All items must be clearly named.**

### **Hygiene:**

Extra handwashing will take place throughout the school day and the children will be taught good hygiene routines during the first week of term. Staff will promote the "Catch it, Bin it, Kill it" message and lidded bins will be provided in every classroom for disposal of tissues.

Children will be encouraged to wash hands rather than gel, as it is kinder to their hands and more effective—but hand sanitising stations will be available outside all classrooms and all adults entering the rooms will be required to use the sanitiser. Whenever children move from one school area to another, they will be required to wash their hands. Toilets and touch points will be cleaned regularly throughout the day. All areas of the school (including desks and chairs) will be cleaned at the end of each day. Children will also contribute to a clean and tidy classroom environment.

### **PPE:**

Staff will wear PPE for prolonged, close contact with pupils or other staff members, e.g. for first aid, and for intimate care. Staff members have been given permission to wear face coverings if they wish to. The Government does not recommended that pupils aged 11 and under wear face coverings. If face coverings are worn for travel, they should be removed before the child enters school and stored safely.

### **Learning and the Curriculum:**

Please be assured that when the children return, we will be reviewing what challenge and support all of our children need. This is in line with Government advice. In the first few weeks of term, we aim to ease the children back into more formal lessons and to re-establish learning behaviours and routines. We will be focusing upon reconnecting our school community and alleviating any anxieties that the children may have. For the first few weeks, the curriculum will focus upon lots of social skills and emotions work, along with arts and crafts activities.

Staff are planning a broad and balanced curriculum for the remainder of the year that aims to get all children back on track by Summer 2021. We will be assessing the core skills of all pupils as we go through the Autumn term. Data will be carefully analysed and lessons planned to cover gaps

in learning. Some of this teaching will be done with whole classes, some with small groups and some on a 1:1 basis. Teachers are highly skilled at identifying needs and planning lessons and activities to meet them. Government guidance states that national assessments will take place in summer 2021 as usual. Therefore, Year 4 multiplication tests and Year 6 SATS are currently planned to take place. Throughout the course of the year, we will keep you informed of any additional support and intervention that we will put into place for your child.

Teachers, teaching assistants, in-school specialist staff and external professionals will all be deployed as normal to support children with SEND. If you have any concerns, please contact your child's teacher or Mrs Love, SENDCo.

Children will still be asked to read regularly at home, as this is an essential part of the curriculum. The library will not be open during the Autumn term but children will be allowed to select from a trolley of books suitable for their year group. During this time, the books will be quarantined for 72 hrs over the weekend before being re- distributed.

We have altered our Music and PE curriculum to meet Government Guidelines. During PE, year groups will be allocated equipment that will be solely used by their 'Bubble' and children will wash their hands before and after handling any equipment. PE will take place outside where possible, so we recommend that children have a **plain tracksuit** in school as part of their PE kit. Children will not take part in singing unless they are in small groups and Government Guidance will be followed. We hope to resume our swimming lessons later on in the year and specific safety measures will be shared to you before your child(ren) attend).

For ICT lessons, only one class per day will be timetabled to use the ICT suite and it will be thoroughly cleaned between classes.

In the Autumn Term, we will not be holding any whole school assemblies or events as we do not want to mix our 'Bubbles'. Class assemblies will take place in the classroom and will not involve any singing.

### **Remote Learning:**

We are in the process of setting up a remote learning facility so that any child who is isolating due to COVID, or in the event of a temporary school closure or a local lockdown, will be able to access live lessons. More details will be sent in due course.

### **Playtime and Lunchtime:**

In order to preserve our 'Bubbles' and minimise contact, we will be staggering our playtimes and lunchtime. The children will be on one of our two designated playgrounds each day. Each 'Bubble' will be assigned play equipment which they can share within their 'Bubble'. The outdoor fitness suite will be used by one class per week on a rotation.

Children will be allocated a Lunchtime Supervisor and will eat their lunch in their classroom. If you are sending your child with a healthy pack lunch, please ensure that they will be able to open all items independently as we will not be able to support with this due to social distancing expectations for staff. Dolce our external lunch provider, will also be providing a grab bag with meals that will be suitable to eat within the classroom environment such as sausage rolls, wraps, burgers, pizza and will be accompanied by desserts such as yoghurt, fruit and flap jack.

These can be ordered from Dolce direct (see separate information). The children will carry-out activities with the Lunchtime Supervisor in their classroom until it is their allocated time on the playground.

### **Snack:**

Unfortunately due to the restrictions in place, we will be unable to provide tuck initially in the Autumn term. We will be looking at ways we can resolve this long term. In the meantime, we ask that you send your child to school with a healthy snack that is low in sugar and fat such as fruit, vegetables and rice cakes- they will be challenged, if they are not eating a healthy snack. Please make it clear to your child what their snack and what is for their lunch.

### **Before School Provision:**

Our before school provision will continue to operate and children will be seated in their year group 'Bubbles' and social distancing maintained between 'Bubbles' and with Staff. The children will be expected to remain seated and display a good standard of behaviour. Please note that if their behaviour jeopardises the safety of themselves or others, then their place may be withdrawn. Parents and carers are now required to book for our breakfast club or early morning provision, as we are unable to handle money and we are required to limit places to enable social distancing. All provision must be booked via our online booking and payment system (see separate communication).

### **Extra Curricular Clubs and Activities:**

Please bear with us on further details for extracurricular clubs and activities - we will be able to give more time and thought to these at the beginning of the Autumn term and hopefully will have received further guidance from the DfE that clarifies exactly what we can and cannot do. We are hopeful that we will be able to run some extracurricular clubs in the Autumn term. It is likely that these will be restricted to one year group at a time, so there may need to be a Year 3 Art Club for 6 weeks and then a Year 4 Art Club for 6 weeks, for example.

We are waiting for further guidance on the playing of brass and wind instruments and singing - until this guidance is received, we're not sure what music lessons we can offer.

The Government's guidance says that we can resume school visits. We will notify you of any trips in due course and we will, of course, risk assess all such visits in collaboration with providers. At the moment, residential visits are not permitted, BUT we still need to plan for them to go ahead in 2021, as we have paid deposits and if we cancel, then we'll lose our money.

We will assess inter-school sports events in the Autumn term and discuss these with the organisations that coordinate them.

### **Access to the School:**

Essential visitors to school will be through appointment only, so please ensure that you are organised and that your child has their necessary equipment i.e. lunch, PE kit. If you need to drop in a letter/form/etc, please post it through the letterbox at the main reception.

We would prefer that you contact us by phone/email if you have a question or query. We will also try to do meetings by phone or video call if possible. If a face to face meeting is required, social distancing measures will be put in place. All meetings need to be arranged in advance by telephoning the office. If it is essential that you visit the school office, we request that you are symptom free and wear a mask inside the building (as you would in a shop or enclosed public space).

We will contact you about Parents' Evenings in the Autumn term and when it is safe to do so, we aim to be able to invite you into school to be able to take part in activities and information sessions. In the meantime, we will be exploring how we can do this remotely through our Facebook Page and Website. We will also be continuing to promote the excellence that is taking place at ASJS through our website and Facebook Page. Achievements will be celebrated and photos shared where we have permission to do so.

### **Attendance:**

**ALL** children are expected to return to school in September. The only exceptions to this are if:

- a child has a written report from a medical professional that recommends that they should continue to shield;
- your child is unwell (including symptoms of or a positive test for COVID-19);
- your household has been instructed to self-isolate;
- you are quarantining after a trip abroad.

All absences must be reported in accordance with our Attendance Policy. Unauthorised absence may result in a penalty notice being issued.

### **Covid Symptoms:**

You **MUST NOT** send your child to school with any of the COVID-19 symptoms or if anyone in your household is experiencing them then your child should also isolate. These symptoms include a persistent new cough, a high temperature or any change or loss of taste or smell. In line with government guidance and our risk assessment, if any child displays these symptoms in school we will:

- Isolate your child in a safe place with an adult
- Phone you to collect your child as soon as possible
- Instruct you to follow the [Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)
- Inform you that you must arrange for your child to have a test to confirm whether they have COVID-19. Information on how to get a test is available on the NHS website [Get a free NHS test to check if you have coronavirus](#)
- Expect you to inform the school of the test result
- Expect your child to return to school once it is safe for them to do so
- Inform the Local Health Protection Team in the event of a positive test. They will advise us on the subsequent actions, cleaning, isolation and whole school closure.
- Ensure that all areas used by your child are thoroughly cleaned.

Further information for Parents and Carers on school opening can be found at:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

Everyone's well-being and safety is of paramount importance at this time and we greatly appreciate your support and understanding with these arrangements we have had to put into place.

**Dates for your diary:**

Monday 31<sup>st</sup> August – Bank Holiday

Tuesday 1<sup>st</sup> September – Staff Training Day

Wednesday 2<sup>nd</sup> September – School Re-opens to pupils

26<sup>th</sup>-30<sup>th</sup> October – Half Term (one week)

Monday 2<sup>nd</sup> November – Staff Training Day

We understand that some of you and your children will be anxious about returning in September, after some months out of school. Please be reassured that we are taking exceptional measures to make our school as safe as can be. We will be providing additional emotional and wellbeing support for all pupils, and will also be providing additional opportunities to support learning where this is required.

Although many of our pupils have worked hard using our remote and home learning resources provided by school, we are fully aware that some learning has been lost. We are all determined that our children will absolutely not be ‘a lost generation’ and we’re adapting our curriculum to make sure that they get the learning and knowledge that they need to achieve success in the future.

Your children deserve a great, and safe education – we will not let them down.

See you in September!

*Mrs K O'Connor*  
Head Teacher