



September Re-opening Information for Parents and Carers

What are we doing to keep our school community safe?

The school is following very stringent guidelines from the government and local authority on preparing the school site and staff for a safe re-opening.

Does my child need to return to school in September?

Yes! From September it will be a statutory requirement that all children return to school. If you are concerned at all about sending your child back to school, please contact the school office via email so that we can contact you to offer support and answer any questions you may have. The office email address is as follows:

admin@earlham.haringey.sch.uk

What is the school doing to create a low risk environment?

We will be taking a number of important steps to keep our school community safe, which are as follows:

- organising the children and staff into 'bubbles',
- operating a staggered drop off and collection system (please note that there will be different drop off times on Monday 7th September to ensure that the children receive a smooth and safe induction in their new school building). Details of all timings will be shared on 30920.
- applying strict rules to anyone (child or adult) displaying Covid-19 symptoms, following the latest Government guidance.
- following the NHS test and trace requirements

- intensive regular daily handwashing and hygiene routines to be followed by children and staff.
- risk assessments to be carried out for all staff and vulnerable children.
- organising classroom furniture to ensure that chairs and tables are spaced out as far apart as possible with children seated so they are facing the front as much as possible. We have reduced the amount of furniture and resources within the classrooms and will be keeping surfaces clear, regularly cleaning all areas, shared resources and touch points. The use of soft furnishing has been significantly reduced.
- enhanced cleaning arrangements for the whole school - we are working closely with our cleaning provider and have taken on an addition cleaner who will be on site during the school day. Deep cleaning will take place on a weekly basis.
- organising the children in 'bubbles' within the school to reduce the risk of transmission. There will be no assemblies in the school hall for more than one year group.
- teaching the children about safe practice in terms of disease and transmission, and good hygiene by promoting and following the "Catch it, bin it, kill it" method.
- clear signage will be displayed around the school to promote good personal hygiene.
- having strict rules around social distancing, hand washing and hygiene for everyone who comes on to the school site (e.g. essential visitor).
- all staff will endeavour to remain socially distant from children especially those who teach across the school.
- use of PPE where children become unwell, where staff are dealing with intimate care needs or caring for children with specific special needs.
- all aspects of the school's work are risk assessed in line with Government and LA guidance for a pandemic. Risk assessments will be reviewed and updated regularly.

-parents and carers will be asked to sign a school agreement before the children return to school.

What if my child has medical needs?

Even children with medical needs, should be able to return to school in September unless your medical practitioner states otherwise and you are able to provide the school with relevant documentation. The SENCO will be the first point of contact to discuss any pupils with health care needs and to support families of pupils with an ECHP. Our School Welfare Officer will also support children with medical needs. Please ensure that the school is made aware of your child's medical needs before they return to school and also make sure that Epipens and asthma inhalers are in school (please make an appointment with the school office to arrange a time to bring these in).

Can my child wear a face mask?

Children who use a face mask to travel to school should remove them safely upon arrival at school and then immediately wash their hands. If your child wears a face mask, please teach them how to take it off safely - they should be shown how to do this without touching their face and then disposing of it in a lidded bin or if it is re-useable, in a plastic bag, to be taken home for washing. Please provide your child with a plastic bag that is labelled. Unlabeled bags and masks will be disposed of.

What will the curriculum be like?

Our intention is to reintegrate the children with a focus on being happy, comfortable and safe. There will be a huge focus on supporting and developing their personal, social and emotional learning including teaching them about health education and keeping safe, ensuring they are ready for their academic learning. Staff will work on the consolidation of key English and Maths skills to enable the children to begin to catch up on any missed learning. In PE there will be no contact

sports or games. Our aim is to teach a full, rich and exciting curriculum to all of our children. No School trips will take place this term and swimming lessons have been cancelled for autumn term. The curriculum plans for each year group will be posted onto the school website later this month.

What are the social distancing measures for the children?

Children will be taught to keep their hands to themselves and to not touch others. They will also learn how to greet and communicate with others from a safe social distance. Each class will operate independently of any other so reducing any interactions. Lessons will be planned for individual work as much as possible rather than pairings or groups. We will continue to meet the needs of each individual child through personalised learning.

How will the school manage play times?

Play times will be staggered so that each 'wider bubble' remains self-contained. The playground will be split into zoned areas and there will be a rotation of their use by different year groups. No more than two year groups will form a 'wider bubble'.

What will lunchtimes be like? Will the school provide food?

Children will be eating within their own bubbles in designated spaces. A clear timetable has been designed to ensure that there is no cross over between wider bubbles and to allow for essential cleaning to take place within these areas. The school kitchen will provide meals for the children who would like to eat a school dinner (a menu will be displayed on the school website by Friday 4th September).

Any outstanding dinner money fees from the academic year 2019-2020 will need to be settled before new meals can be requested. Our School Business Manager should be contacted if support is required. After eating their lunches, the children will go out into their designated zoned area of the playground for the remainder of

their lunch time sessions. As with break times, the lunch time breaks are also staggered to reduce the numbers of children playing outdoors at any one time.

What will my child need to bring to school?

Children will need to bring in their packed lunch (if applicable), a water bottle, a book bag (not their own bag from home) and a PE bag.

The school will initially provide a stationary set for each child which must remain in school. Although there will be a regular supply of tissues and sanitisers in every classroom, it would be helpful if you could please provide your child with their own (labelled) hand sanitiser and tissues which can be kept on their tables for their own use.

Only school book bags and school PE bags should be brought to school as there will not be room in classrooms for larger items. Packed lunch boxes and book/PE bags must be clearly labelled.

School reading books should be returned on the day specified by your child's class teacher each week. Books will be quarantined for 72 hours before being re-circulated. No other items may be brought into school. All items must be named, as any unnamed lost items will be disposed of.

What should my child wear to school?

Children should wear their school uniform and this should be regularly washed and clearly labelled. Please ensure that your child wears the correct uniform to school (we will be checking). On very sunny days a sunhat/cap may be worn. Any sunscreen will need to be applied at home. On cooler or wet days please provide your child with a labelled coat. Please ensure shoes worn to school can be done up independently by your child.

What are the procedures for dropping off my child/children at school?

We have planned a clear process and need your co-operation and support for this to be done safely, smoothly and successfully.

The information below should be shared with your child or children before they return to school.

The start and finish of the school day will be staggered to reduce contact between families.

The breakfast club will be open from 8am (Monday to Friday) from Tuesday 8th September.

There will be no after school club provision this term.

It is important that we reduce contact between groups during these times therefore each group of children will have staggered drop off and collection times. The times will be shared with you in a separate document on 03.09.20.

You must be clear about your child's arrival and collection and be certain that you will be able to drop off your child and collect them at these times.

Please do not arrive too early or too late. If your child arrives after the gates have closed, they may have to wait until it is safe for them to enter.

Year 6 children should be arriving and leaving school unaccompanied, all other children must be accompanied by one adult only at drop off and collection times. This Year, pupils in year 5 may travel home by themselves with permission. Permission slips must be provided (these will be sent to you electronically for your completion by the end of the week). Year 6 and 5 children will be dismissed at socially distant intervals to travel home alone.

Please do not congregate outside the school once you have dropped off your child as the next groups of children and parents/carers will be scheduled to arrive.

Designated entrances/exits remain the same as the morning drop off (the main school gates on Newnham Road).

For the safety of our community, no parents or visitors will be allowed inside the school buildings for any reason without an appointment).

Parents/carers will be required to communicate via email or phone. Conversations with any staff members on duty may only take place at a distance.

If a parent/carer does not follow the school's procedures and guidelines they will be asked to leave the site and not to return for a set period of time.

Parents/carers will be shown where to drop off their children and where to collect them. The main playground gates will be used to exit the school. They will be expected and asked to leave quickly and orderly to ensure it is safe.

If the school becomes aware that a child / family is not following social distancing rules/Government guidance, they will be contacted a member of the Senior Leadership Team.

Urgent and essential face to face appointments will be significantly reduced and will only take place if meetings cannot take place via phone or video. Telephone appointments need to be arranged via an email or a phone call to the school office.

The School office phone lines will be open, as usual, from 8am until 4pm on a daily basis. The office will not be accepting visitors unless an appointment has been made and confirmed. These must appointments will run outside of the drop off and collections times.

EYFS pupils

Parents and carers of Reception pupils will be allowed onto the school site once the children begin to attend school so that their children can be dropped off safely and handed over at the classroom door. Further information about these arrangements will be shared directly you during your Reception induction meetings.

To allow for a smooth pick up of children, please line up at 2m intervals, using the markings on the ground.

You will need to clearly state your child's name to the member of staff as you approach but keep your distance.

Will children in Y5 & 6 be allowed to walk to and from school?

Yes! We encourage Yr 6 children in particular, to do this as this will help to develop their independence, prepare them for travel to their secondary schools and reduce the numbers of people having contact outside the school gates. Permission must be given, in writing, by the parents/carers before a child is allowed to make their own way home.

How can I communicate with my child's teacher/another member of staff?

Parents and carers will not be allowed access to the school site unless they have a specific appointment. If parents have urgent information or queries then these will need to be communicated by email or telephone via the school office. Teachers will not be able to speak to parents and carers in the playground. If a member of staff needs to discuss an important matter with a parent or carer they will make contact via telephone.

What will be the handwashing routines for the children?

Children will need to wash their hands regularly throughout the day. First thing in the morning is crucial, at break times, after using the toilets, before and after eating food, after using shared resources and after PE lessons. Please ensure that your child also washes their hands as soon as they arrive home each day. Each classroom has soap, paper towels and hand sanitiser which will be stocked up each day by the Site Manager and / or daily cleaner. Children will be taught how to wash their hands for 20 seconds in line with NHS guidance.

Will the school be offering any extended day provision?

There will be no after school club provision for the children for the first half of the autumn term. This will be reviewed towards the end of October. We will be

providing a breakfast club for children from Tuesday 8th September. Please email the school office for further information or to book a place.

What happens if a child or teacher in my child's class becomes ill with the covid19 symptoms?

If your child displays Covid-19 symptoms, you will be asked to immediately to come and collect them from school. There will be a designated room, away from other children and staff where your child will be safely monitored until you arrive to pick them up. It is vital that the school has up to date and correct contact details for your or an authorised collector. The affected child/adult will need to take a COVID19 test as soon as possible. If the test proves positive then all members of the class will need to isolate for 14 days. The school will need to engage with the NHS test and trace system. Public Health will also issue instructions to the school around its operations and next steps.

If classes or the school has to close how will my child be supported in their learning?

The school will immediately ensure that the remote learning provision is re-established for the children through the *Google Classroom*.

If you encounter any problems with the remote learning please contact the school office.

Will the school be setting homework?

The school will be setting online homework each week. This will consist of a weekly spelling activity, reading activity, maths activity and topic work. Further information about this will follow in a separate letter once the children have returned to school.

Reading books for the younger classes (R-Y2) will be sent home each week. There will be no home reading diary. Books will need to be returned on your child's class

designated day, as books will need to be quarantined for 72 hours upon return. KS2 children will also be provided with a reading book which should be returned in the same way.

What should I do if I have children in 2 or more different year groups returning to school with different start and finish times?

Due to stringent social distancing restrictions imposed upon the school the staggered drop off and collection times will need to be adhered to and parents /carers may have to return to the site twice. We would encourage you to make arrangements with other families from the same classes to help each other to manage the drop off and collection times.

How will drop off and collection arrangements work?

Entry will be much like going to the shops where people queue to enter at a social distance. Only one adult should drop off or collect any child and ideally Y5 & 6 should travel to and from school by themselves. A new timetable and system for welcoming and dismissing the children will be introduced for the autumn term and it will be essential that these timings are followed.

Please do not bring pets to the site as this will distract young children from entering swiftly and cause delays.

Vehicle access to the school car park will not be permitted. We have limited spaces in a school car park as the Phase 2 building works (and demolition of the old school building) will be commencing shortly.

Access to the school must be via Newnham Road. The gates on Earlham Grove will not be opened unless there is an emergency.

What arrangements will be in place for visitors?

Only essential visitors will be allowed to enter the school, by appointment or with permission. All visitors will be required to follow the school safety rules and

procedures. Visitors may be asked to wear masks in communal areas and in meetings with other adults.

Will staff be wearing masks?

Yes - if they choose to. We want to ensure that our staff feel safe and protected when they work with your children. It will be the choice of the individual member of staff, in agreement with the Headteacher.

Will there be a one way system in place within the school building

Yes! The children will be shown how to use this as part of the return and welcome to the new school building.

Many thanks in advance for your support and understanding.