

LITTLE SUTTON PRIMARY SCHOOL

learn, strive, succeed

Thursday 16th July 2020

Dear Parents/Carers

We are really looking forward to welcoming all the children back to school full time in September and to our new reception children joining us. In order to facilitate a safe return for all children, we are following the Department for Education document, 'Guidance for full opening – schools' published on the 2nd July 2020.

The public health advice in this guidance makes up a PHE-endorsed 'system of controls', building on the hierarchy of protective measures that have been in use throughout the coronavirus (COVID-19) outbreak. When implemented in line with a revised risk assessment, these measures create an inherently safer environment for children and staff where the risk of transmission of infection is substantially reduced.

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Our main priority is the safety of all children, parents/carers and staff on site.

The overarching principle is to reduce the number of contacts between children and staff. To do this we will have year group bubbles, keep the bubbles separate and maintain social distancing.

Robust hand and respiratory hygiene

It is essential that pupils and staff clean their hands thoroughly and more often than usual. Coronavirus (COVID-19) is an easy virus to kill when it is on skin. This can be done with soap and running water or hand sanitiser. All staff will ensure that pupils clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating. Regular and thorough hand cleaning is going to be needed for the foreseeable future.

Please remind your child about the 20 second hand washing rule before they start back. There is useful guidance on the NHS website: <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>

We will remind pupils to cover their cough or sneeze with a tissue, then throw the tissue away and wash their hands thoroughly using the 'catch it, bin it, kill it' mantra.

Arrangements for the start and end of the school day

The beginning and end of the school day are the busiest times for children and adults congregating together in one place and maintaining safe distances within normal arrangements can be a challenge.

Please note: The rear gate will remain closed as we are unable to guarantee social distancing in such a narrow space. However, we will keep this decision under review in case we are able to open it at a later date. We ask that all parents dropping off or picking up children adhere to the strict times outlined below to ensure that social distancing and safety for all can be maintained.

Before and After School Provision

If you require before/after school provision, please contact Debbie Blythe at Little Sutton Club & Nursery on 0121 323 4975

One Way System

There will be a one way system in place for parents and pupils. Please enter school via the KS2 gate and exit through the KS1 gate.

We ask that only one adult drops off and collects children.

Arrival & Collection Times

These are our provisional hours, however we will review how the system works as we may need to make adjustments.

Reception (from 14th September)

Arrival	8.35 am	Collection	3.15 pm
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Year 1 & Year 2

Arrival	8.40 am	Collection	3.20 pm
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Entry/Exit Points

All Year 1 and 2 pupils will return to their usual classrooms. Please drop off your child at the door and continue to the exit.

Year 3 & 4

Arrival	8.50 am	Collection	3.30 pm
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Year 5 & 6

Arrival	8.55 am	Collection	3.35 pm
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Arrival

To reduce congestion and enable social distancing please can parents of children in Year 4, 5 and 6 leave the children to walk through the gates. Staff will be on hand to guide them. Parents of children in Year 3 are welcome to come on the playground and exit via the KS1 gate for the first week to help the children settle in Key Stage 2.

Year 3

Y3AS enter through external classroom door, adjacent to multi media doors

Y3LB enter through external classroom door

Year 4

Y4KP enter through external classroom door, opposite the music room

Y4TV enter through external classroom door, by main entrance

Year 5

Enter through junior door and go straight upstairs to classroom

Year 6

Enter through multi media doors

Children and parents are asked to strictly observe the social distancing footsteps on the paths.

Please note that children **must not** arrive early and play football or any other games on the playground as we need to keep children in separate bubbles. The children will go straight to their classrooms on arrival.

If you have a message for the class teacher from September, please email the class email address or telephone the school office so they can pass the message on.

Collection

Please socially distance when you collect your child. Parents of children in Key Stage 2 can wait on the playground, in the designated areas to ensure social distancing. Children will exit through the same door they enter in the morning.

Year 3

3AS please wait outside the classroom on the designated area on the playground.

3LB please wait outside the classroom on the designated area on the playground.

Year 4

4KP please wait outside the classroom on the footsteps alongside the music block.

4TV please wait outside the classroom on the footsteps by the main entrance.

Year 5

There will be designated areas on the playground.

Year 6

There will be designated areas on the playground.

Arrangements for break times and lunchtimes

At break times, the children will go out with their year group bubble at an allocated time. Their group will play together in a section of the playground and will not mix with other year groups.

We have not been advised if the government free fruit scheme for Reception, Year 1 and Year 2 will be operating. Toast will be available to purchase termly on ParentPay, the total amount payable is based on the cost of 20p per slice.

The school kitchen will be operating as usual, providing hot meals to those children on Universal Free School meals and children who want to purchase one. We have a clear organisation system in place to ensure year group bubbles do not mix.

The school day

There will be some changes to the school day; we will not have the bell system in place to signify start/end of day/break time/lunchtimes. However the bell WILL be in operation in the event of a fire. We will have a fire practice during the first half term as normal.

We have made the following arrangements:

- We have organised classrooms so that children (apart from Reception) will be sitting side by side, facing the front of the classroom
- Children will be kept in year group bubbles and will remain in these bubbles for the whole of the school day
- Assemblies will take place in the classroom by the teacher and no singing will take place.
- We will be providing as full and as broad a curriculum as we can with a focus on adapting it where necessary to allow effective catch up and recovery
- Children should limit what they bring to school each day; water bottle, lunch box (if having sandwiches), cap, coat and reading book. We will provide a small pencil case.
- Lockers will be out of use and children will store belongings under their desks.

Children should wear their PE kit on PE days to avoid getting changed. Children will need black tracksuit bottoms to wear over their shorts.

Children should wear school uniform as usual. They will not need to be cleaned more often than usual.

School Communication

If you wish to communicate with the school, please can you email enquiry@littlesu.bham.sch.uk or phone the office 0121 464 4494.

Parents should avoid accessing the school office where possible, in order to minimise contact.

If your child is showing Covid-19 symptoms, please do not send them to school.

If you think your child may have been exposed to or has coronavirus, or if your child receives a positive test result for coronavirus, please contact the school on 0121 464 4494 at the earliest opportunity.

What happens if a child becomes unwell at school?

If a child or an adult in school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they will be sent home and advised to get a test. Tests can be booked online through NHS testing and tracing for coronavirus website. (<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/>). If this child or adult tests positive for the virus, the health protection team will provide school with definitive advice on who must be sent home. We ask that all families engage with the Test and Trace process if contacted and book a test if you are displaying symptoms & inform school immediately of the results (both negative or positive).

If your child shows symptoms and is awaiting collection, they will be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. Ideally, a window will be opened for ventilation. If it is not possible to isolate them, we will move them to an area which is at least 2 metres away from other people.

If they need to go to the bathroom while waiting to be collected, they will use a separate bathroom if possible. The bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.

Please note, PPE will be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).

In an emergency, we will call 999 if they are seriously ill or injured or their life is at risk.

Educational Visits

We would like education visits to continue and a strict risk assessment will be put in place. However, the decision as to when they go ahead will be kept under review and will depend on the proposed location.

Behaviour Expectations

All pupils are expected to adhere to the school behaviour policy. In addition, children will be made aware of the following expectations which MUST be adhered to without deviation:

- Children will enter and exit school via their specified door and following markings when moving around school.
- Children must wash their hands with soap and water/use hand sanitiser whenever asked throughout the day.
- Children will remain within their year group bubbles at all times throughout the day.
- Children must use tissues or elbows to cover their mouths when coughing and use tissues when sneezing.
- Children experiencing any coronavirus symptoms must inform their adults and follow instructions for isolation.
- Children will be guided to different zones of the playground for break and lunchtime and must remain in their year group bubble.
- Pupils with additional needs will be given the appropriate support to ensure that they can follow the new procedures.
- Reasonable adjustments will be put in place for pupils who require them to ensure they can still access a broad and balanced curriculum.

Where families/children remain anxious about returning to school, we will have support in place both in the classroom and via our Mental Health First Aiders to address concerns. Groups may include pupils who have themselves been shielding previously, but have been advised that this is no longer necessary, those living in households where someone is clinically vulnerable, or those concerned about the comparatively increased risk from coronavirus, including those from Black, Asian and Minority Ethnic (BAME) backgrounds or who have certain conditions such as obesity and diabetes.

The return of pupils in YR, Y1, Y5 and Y6 has been very successful due to children, parents and staff working together to adhere to the safety measures put in place. The same meticulous planning will be in place for the full opening of the school to all pupils. We appreciate that the return to school may feel very different especially for those who have not yet returned. If you or your child are anxious about this, please contact school so we can discuss your concerns.

We are delighted we will be able to have our school family back together and we want to reassure you that we will do everything we can to make their transition back into school as safe and as enjoyable as possible.

Yours sincerely

Mrs R Davis
Headteacher

Mr M Griffiths
Chair of Governors



Little Sutton Primary School
Worcester Lane
Sutton Coldfield
B75 5NL