

Information for Parents – September 2020 Year 1 –Year 6

Drop Off and Pick Up- Please be an on time H.E.R.O

School Doors Open at 8.45 and the school day ends at 3.15pm. Please drop off and pick up promptly

- There will be no before or after school clubs in Autumn Term 1 at this stage but we will be reviewing this at the beginning of the Term. **Breakfast Club is now open but please book a place through the school office as we are limiting numbers for each Bubble at the moment.**
- **Breakfast Club 7.30 am – 8.45 am £1 per week.**
- Children should not be using any of the play equipment in Term 1
- When dropping off and picking up we would ask that parents socially distance as much as possible
- We will have all our normal gates open so that we reduce congestion coming onto school site.
- We would kindly ask that you drop older siblings off first and then take younger children to their class
- Bubble Corridor doors will be open from 8.45 and your child will be greeted by a known adult. Parents will not be able to come into the building.
- Children are to wait until they are called in by their class teacher
- Children will wash their hands when they come into school
- Parents should leave the site as soon as possible after dropping off
- If you are late and the gates are closed please ring the school office
- Parents will not be allowed in the school office or building unless an appointment has been made.
- At the end of the day, children will be released from their corridor onto the playground for a prompt collection by their parents. Currently we allow Year 6 children to come in unaccompanied and to go home unaccompanied if agreed. Please can you email Mrs Angela Horn via the school office who will provide further information and arrange permission for this.
- Please leave the site as quickly as possible so that any congestion is minimised.
- Gates will be open at 3.05 pm for pick up at 3.15pm

Class Structures and Corridor Bubbles

- There are 3 Large Corridor Bubbles across the school -
Plum and Lemon Class - Reception and Year 1 Corridor
Oak and Pine Class- Year 2, 3 and Year 4 Corridor
Aspen and Willow Class- Year 4, 5 and Year 6 Corridor.
- Each Class Bubble will be assigned a block of Class Bubble Toilets – only one child will be using them at a time, unless after break or before lunch for handwashing and they will be supervised.
- Moving around the school - To support this, apart from using the toilet, children should be only moving around with a member of staff.

- Children will be given resources in school. Please do not send your child in with anything other than a packed lunch box if they are not having a hot school meal and a coat
- Children in Year 2 – Year 6 will be provided with a school pencil case **you do not need to bring one in**
- All children across the school will be provided with a **named school water bottle**
- Hand soap and Hand sanitiser will be provided in every classroom
- Lunchboxes will be stored in the classroom and taken to the hall just before lunch begins
- Please ensure school jumpers, coats and clothing are clearly named
- **Please do not bring in any bags other than a PE kit bag and lunch box (if needed)**

Curriculum

- We are completing a Physical, Mental Wellbeing and Creative Learning Enquiry in the first term before moving onto our Tale of Two Cities (Bath and Bristol) Learning Enquiry in Term 2
- Alongside this we continue to focus on Reading, Writing and Maths
- Key Areas of the curriculum will be assessed in a supportive way through quick quizzes and the work the children complete
- We will be providing a broad and balanced curriculum
- There will be no whole school gatherings but we will conduct assemblies in Corridor Bubbles
- We will be timetabling use of the New Forest School Area, Learning Enquiry Library, Halls and Computer Suite to ensure cleaning and a gap between other Bubbles using these facilities
- There will be no school swimming lessons or trips to begin with and we will review this as the term progresses

Hand washing

- Additional hand washing facilities have been added to the dining hall
- Hand soap and Hand sanitiser will be available in each classroom
- Children will wash their hands regularly: at the beginning of the day, before eating, at the end of break, at the beginning and end of lunch, after using the toilet and before going home

Uniform

- **Children should be wearing fresh school uniform every day** – a school sweatshirt, school polo shirt, black trousers or skirt, summer dress, appropriate shoes
- PE kit will be sent home **on Fridays and should be returned clean on a Monday** as the children will be spending more time outside when possible. Plain black shorts or joggers and a red or white t-shirt.

- Sun cream please apply this at home before sending your child in. We are not able to support them applying this themselves and kindly ask you do not send any into school.

Medication

- If your child requires medication to be administered during the school day this will need to be communicated to the office via email (school@stmartinsgarden.org.uk) to which they will send you a form to complete. The medication will need to be given to the office in a clearly labelled container. Our normal procedures will be in place with requiring permissions, but to keep movement in school to a minimum medication will need to be administered in the classroom where appropriate.
- **Please ensure if your child is asthmatic that we have a new inhaler in September that can remain at school. Please also complete the administration forms for the new academic year.**

Lunch Arrangements

- We are providing hot lunches in a staggered way in September. Each Large Corridor Bubble will have designated crockery and cutlery.
- Lunchtimes will be staggered so that children can access outdoor space. Lunches will be socially distanced with fewer children sat around each table
- As lunchtimes are staggered and we have a longer morning we are providing snacks such as crackers, breadsticks and rice cakes to our Key Stage 2 children. Children in Reception and Key Stage 1 are provided with free fruit.
Plum Class and Lemon Class 11.45 – 12.45pm
Oak and Pine Class 12.00- 1pm
Aspen and Willow Class 12.25pm- 1.25pm
- Lunchtimes are still an hour long but the timings as you can see vary so that the spaces can be cleaned in between.

Behaviour

- Our policy is being amended and will be updated further and available on the website in September. *Be Respectful, Be Kind, Be Safe*

Our Raffle Ticket system will restart alongside our H.E.R.O's rewards

- We will be supporting all our children to understand the new normal particularly if they have not being back in school since March
- Raffle Tickets have already started this week and I am looking forward to children choosing from our Bubble Reward boxes next week should their name be pulled out.
- HERO attendance cards can be earned from next week. Here Everyday Right On Time.

Home Learning

Each class will have a class email address should parents need to contact their child's teacher with any non-urgent questions or information. As this will not be monitored in the school day while they are teaching please direct any urgent questions to the school office. We will send out a detailing the new email addresses.

We continue as part of our Home Learning to provide access to **Sir-Link-A-Lot Spelling, Numbots and Times Table Rock stars. We will be sending login reminders next week.** We will also provide some termly challenges linked to our Learning Enquiries that you will be able to complete at home and send photos of to your child's teacher through the class email. During the first few weeks we will be reading with children and sending out reading books once they have settled back in.

Class DoJo Accounts will be set up for the next year and only used in the event of a regional or area Lockdown or the need for Bubbles to self-isolate.

Face Coverings and PPE

- The guidance states that children under the age of eleven are not required to wear a mask. Members of staff cannot help children put on, or take off a face covering. Nor can staff be responsible for ensuring a child keeps their face covering on.
- PPE is available for supporting children with intimate care
- When administering first aid gloves, aprons and masks will be worn
- If a child or staff member becomes unwell with symptoms of coronavirus, while in school and needs direct personal care until they can return home, they will be isolated with an adult in agreed spaces
- A face mask will be worn by the supervising adult if social distancing cannot be maintained. If contact with the child or adult is necessary, then disposable gloves, apron and a mask will be worn by the supervising adult.

If Someone Becomes Unwell

- Staff and pupils must not come into school if they have symptoms and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/ carers if using a home testing kit.
- Parents and carers must be ready and willing to:
 - Book a test if they are displaying symptoms
 - Provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Track and Trace
 - Self-isolate if they have been in close contact with someone who develop coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus

- Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Test can be booked online through the NHS testing and tracing coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet.
- If someone tests negative, if they feel unwell and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as 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.
- If someone test positive they should follow the 'stay at home guidance for household 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 return to school only if they do not have symptoms other than cough or loss of sense of smell /taste. This is because the cough or anosmia can last for several weeks once the infection has gone. The **10 day** period starts from the day when they first become ill. If they still have a high temperature, they should keep self-isolating until their temperature return to normal. Other members of their household should continue self-isolating for the full 14days.

If a Case is Confirmed Positive

- We will take swift action when we become aware that someone who has attended school has tested positive for COVID-19. We will contact the local health protection team. This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the 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 contact- face to face contact with an infected individual for any length of time, within 1 metre including being coughed , a face to face conversation, or unprotected physical contact (skin-to-skin)
 - Proximity contact-extended close contact (with 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. To support them in doing so, we will keep a record of pupils and staff in each group, and any close contact that takes place between children and staff in different groups.
- On the advice of the health protection team, we will send out a letter to parents and staff if needed. We will not share the names or details of people with COVID-19 unless essential to protect others
- 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 groups that have been asked to self-isolate develops symptoms themselves within their 14-day isolation period, they should follow 'stay at home' guidance for household with possible or confirmed COVID -19 infection' They should get a test.
- If the test delivers negative results, they must remain in isolation for the remainder of the 14-day isolation period This is because they could still develop coronavirus (COVID-19) within the remaining days
- If the test result is positive, they should inform their setting immediately, and must isolate for at least **10 days** from the onset of 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 the 'stay at home guidance for households with possible or confirmed coronavirus (COVID-19) infection

We would ask that any necessary communication should be left to the school rather than parents sharing information on Social Media and other platforms.