

Haselworth Primary School

Stone Lane, Gosport, Hampshire, PO12 1SQ Tel 023 92583657

Email: admin@haselworth.hants.sch.uk Website: www.haselworth.hants.sch.uk

Headteacher: Mrs N. Jones BA Ed (Hons) NPQH Chair of Governors: Dr C. Roast School Business Manager: Mrs M. Leask



20th July 2020

Dear Parents and Carers,

The government has announced that schools will be allowed to re-open fully in September. Clearly, there is always the possibility that this could change if there is a resurgence of coronavirus, and we will all have to keep a watching brief on the government's announcements over the summer break.

As a staff, we are delighted at the prospect of welcoming all the children back to school in September, including our new Reception children and parents. We have been planning many exciting curriculum opportunities as part of the new 3 year cycle. Some things will be a little different from before, but many things will remain the same. Unfortunately, whole school assemblies and parent events are not yet permitted, but with the wonders of technology we will be looking for new and innovative ways to share your children's learning and success!

Grouping the children

The children will be grouped in 'bubbles' which we as a school shall be calling 'nests' as this ties in with the school logo and class names. As we are a small school with mixed age classes we will have three main 'nests' with allocated staffing. Classes will operate as 'mini nests'. This provides the school with the flexibility to deliver the curriculum to meet the needs of the learners. Lunch and break times will be staggered and the 'nests' will be allocated an outside space.

Therefore:

- The Reception nest will be in the reception classroom (Cygnets).
- Lower School nest will comprise of the year 1/2 class (Peacocks) and the year 2/3 class (Woodpeckers).
- Upper School nest will comprise of year 4/5 (Eagles) and the year 5/6 class (Merlins).

Lunch

Children will be able to order a lunch in school. There will be three options available each day. A menu will be sent home to you shortly. Children can also bring in their own packed lunch.

Snacks

Until further notice, if your child requires a snack at break time it must be sent in from home in a clearly labelled disposable bag. Snacks will not be available to purchase.

Wraparound Care

This Reception, Lower School and Upper School 'nests' structure will also apply to Ladybirds and Breakfast Club. However reception children will join the lower school children for Ladybirds.

Breakfast Club

- EYFS Breakfast Club will take place in the EYFS classroom. The entrance will be the reception classroom door.
- Lower School Breakfast Club will take place the Year 1/2 classroom (Peacocks). The entrance will be the main children's entrance.
- Upper School Breakfast Club will take place in the hall and the entrance will be the hall door.
- Children will have to be booked in to Breakfast Club in advance.
- Doors will open at 7.45am and close at 8am. The site gates will then be locked.



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- Children entering the school site must be supervised (from the gate) by a parent and the children must not be left unattended at the gate.

Ladybirds

- The entrance and exit gate for Ladybirds will be the pedestrian gate on Stone Lane. When collecting your child you must maintain social distancing and leave the site quickly.
- Ladybirds will take place in the reception classroom which will be divided into a Reception/Lower School 'nest' and an Upper School 'nest'. The room will be divided to accommodate the two 'nests'.
- The exit for Ladybirds will be the reception classroom door.

Health & Safety Measures

The school has worked carefully through all of the guidance to create a comprehensive action plan and risk assessment.

The main measures that the school will take will be to:

- minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- direct and assist children in regular and thorough handwashing
- ensure good respiratory hygiene by promoting 'catch it, bin it, kill it' approach
- continue with enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
- minimise contact between individuals and maintain social distancing wherever possible

The school will also have in place guidance on how to respond to infection which includes:

- engage with the NHS Test and Trace process
- manage confirmed cases of coronavirus (COVID-19) amongst the school community
- contain any outbreak by following local health protection team advice

These measures have already been in place for the children who attended during the lockdown period.

Attendance

We are very aware that some of you are anxious about your children returning to school and this is understandable. The government has said that school attendance is compulsory from September and if you are feeling concerned about your child's return then we would like to work with you on this and support a positive return to school.

If your child is absent please contact the school ASAP with the reason. The school will contact you to provide a valid reason for your child's absence if they do not arrive at school and we have not heard from you.



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Medical Information

- Pupils and other adults must not come into the school if they have coronavirus (COVID-19) symptoms, or have tested positive in the last 7 days.
- If anyone in the 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 must be sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection', which sets out that they must self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.
- In the event of a phone call home to collect your child due to them being unwell you will be required to collect your child IMMEDIATELY.
- If a child is awaiting collection, they will be moved to the Confidential Room (Medical Isolation) where they can be isolated
- 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.

Drop off and collection

Part of the management of risk for schools, is the organisation of children coming onto the site and off the site at the beginning and end of the school day. This includes parents waiting outside the school, who should be socially distancing. In order for this to happen, we need ALL parents to follow the procedures stated below and keep to the timings and move off the site quickly.

	Gate Opens/Closes	Finish	Entrance/Exit	School Entry/Exit Point
Cygnets	8.30am/8.40am	2.40pm	Top Gate	Enter/Exit Reception Class' External Door
Peacocks	8.30am/8.40am	2.50pm	Top Gate	Enter/Exit via the main children's entrance
Woodpeckers	8.30am/8.40am	3pm	Top Gate	Enter/Exit via the main children's door
Eagles	8.40am/8.50am	2.50pm	Bottom Playground	Enter/Exit via the hall
Merlins	8.40am/8.50am	3.00pm	Bottom Playground	Enter/Exit via the hall

- The information relating to Cygnets drop off and collection will come into effect after the two weeks transition. A letter has already be sent to Reception parents concerning their child's start in September.
- Siblings must be dropped off at the youngest child's start time at the youngest child's gate. Siblings must be collected at the oldest child's collection time and at the oldest child's gate. **This is not negotiable and both gates have accessible entrances. Please wait patiently at both drop off and collection times.**



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- Under no circumstances should you arrive early or late. Only one adult will be permitted to arrive with your child if necessary. Parents will not be allowed to come into the playground. Your child will enter the school site whilst being supervised by a member of staff
- WE MUST MINIMISE ADULT TO ADULT CONTACT. If you are dropping your child off at school, please do not come closer than 2 metres to the teacher or ANY member of staff.
- Any conversations with the teacher will need to take place by telephone, Seesaw or admin office email after the school day has finished. The response time may be longer than normal due to teaching commitments.
- Morning messages can be given to the staff member who is manning the entrance gate. You will not be able to stop and have a chat with staff although we do love talking to you normally.
- We encourage all parents to walk or cycle to school where possible. Information and rules regarding cycle safety can be found at <https://www.think.gov.uk/cycle-safety/>.
- Your child MUST WEAR a helmet and no one should be cycling onto the school site. Please dismount at the school gates and walk in.
- Please follow the government advice for using public transport if required.

School Uniform

During lockdown the uniform rule was relaxed however this will not be the case going forward. School uniform should invoke a feeling of pride and an identity with the school, as well as a sense of equality with all the other children. Children should be dressed in the correct, clean school uniform at all times and have appropriate PE kit available in school.

Trainers or training style shoes, boots of any colour, backless or open shoes, or shoes with platforms or high heels are not appropriate for school. Leisure wear including hair accessories and novelty head bands are also not acceptable. Hair should be of one natural colour and long hair should be tied back. Parents will be contacted if the uniform does not meet the expected standard.

Other belongings including facemasks.

Children must not bring in personal belongings including toys. Children can bring in their coat, lunch box, water bottle, reading book and PE kit. The PE kit should come in on a Monday and go home to be washed on a Friday.

If mobile phones are brought into school, they must be provided with a small bag to put them in to reduce the risk of cross contamination when stored.

Face coverings for children, whilst on site, are not required as recommended by Public Health England. Your child will be instructed not to touch the front of their face covering during use or when removing them. They must wash their hands immediately on arrival, dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them. Your child will then place the mask in their locker to be stored until home time. If they require help to put then mask on parents can assist them once they are off the site.



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Engaging with the school

- The school office reception area will be closed to all parents and carers unless you have a prearranged appointment. The school office staff will be able to communicate with all parents and other stakeholders by telephone and/or email.
- Please do not attempt to enter the school building (or site other than for dropping off or collecting your child) as you will politely be asked to leave.
- Parents and carers will not be allowed to gather at the entrance gates or doors or anywhere on the school site.

We are very grateful for all of your support at this time.

Yours sincerely

Mrs N. Jones

