

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



19th May 2020

FOR THE ATTENTION OF THE PARENTS OF YEAR 6 CHILDREN

Dear Parents and Carers,

Following the latest government guidance regarding the phased return to school, we may be able to welcome back children in Year R, 1 and 6 from the week commencing Monday 1st June 2020 alongside keyworker and vulnerable children. **If the school does open your child's return day, to year 6, will be Wednesday 3rd June 2020.** The school is staggering the start dates.

Haselworth has remained open during the lockdown period to priority groups, however the government have now advised they would like to get children back into education based on the latest scientific advice.

The Senior Leadership Team have been working hard on plans for children to return. Nevertheless please understand that the staff at Haselworth are understandably anxious; we will do our very best for your children, however we need full cooperation from parents and carers for everyone's safety and to ensure this phased return is successful.

Class Groups

The government guidance states that we cannot expect our children to stay 2m apart and this has been taken into consideration when deciding to open schools. The school has worked carefully through all of the guidance to create a comprehensive action plan and risk assessment. This addresses the following issues:

- ✓ Avoiding contact with those who are symptomatic or test positive for Covid 19
- ✓ Ensuring frequent handwashing and good hygienic practices
- ✓ An increased and regular cleaning of the school before, during and after the school day.
- ✓ Minimising contact and mixing of staff and children.

Therefore:

- Your child will be taught in 'groups' of no more than 15 children which we are calling 'nests'.
- Each 'nest' will have a fixed learning space (probably not their usual classroom).
- In each 'nest' the children will have an allocated workstation that will remain the same for all lessons with allocated, limited equipment to prevent transmission of virus through sharing.
- These workstations will be spaced as much as possible within the room.
- There will be up to 15 of these workstations in each room.
- Staffing for each of the 'nests' is currently being finalised but it is likely that it will not be your child's current teacher or learning support assistant. You will be informed shortly of who the member/s of staff are.
- The children will have break time and lunchtime with the children in their 'nest' and they will not be allowed to mix with any other children.
- Playtimes and lunchtimes will be staggered.
- They will have an allocated outside space and toilet.
- The school's behaviour policy will change to reflect these interim arrangements and this will be sent to you when it is complete.

Curriculum

- The curriculum offer will be significantly adjusted.
- School staff will strive to balance academic learning and health/hygiene education with the needs of children in terms of transition back into school life, socialisation, separation anxiety, mental health & emotional wellbeing and physical development/outdoor play.



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Lunch

- No hot meals will be available from the school kitchen, only packed lunch bags with limited choice of sandwich fillings.
- Children will eat at their workstation in their allocated 'nest', then have a shortened break time when they can play with others in their 'nest' in an allocated space (outdoors whenever possible).
- Weekly FSM food parcels will still be available for siblings who are not attending school or year 6 children who do not attend for the week.

Drop off and collection

It is VITAL that all parents adhere to the following drop off and collection arrangements for their child. This will ensure the school is following the 2 metre social distancing rule and the need to limit the number of people on the school site at any one time.

- **YEAR 6 – 9am to 2.45pm.** Your child will be based in either be in the year 3 /4 classroom or the 4/5 classrooms. This will be dependent on the final number of children whom attend.
- **Your child may arrive from 9am and the gate will close at 9.10am promptly.** Under no circumstances should you arrive early or late. Only one adult will be permitted to arrive with your child if necessary. Please enter via the pedestrian entrance on Mayfield Road, observing the markers. Your child will need to enter the school site from the bottom playground gate. Parents will not be allowed to come into the playground. Your child will enter the school via the hall door. Parents will then need to leave via the carpark entrance. This will be supervised by a member of staff and only one gate will be open.
- **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.
- Please leave any additional messages for the teacher by telephoning or emailing the school office.
- Collection time will be **2.45pm**. If you are collecting your child please start to queue at the bottom playground gate from **2.35pm** following the markers from the pedestrian gate. Once you have collected your child, you **MUST** leave the school site immediately via the carpark gate, keeping 2 metres apart from any other adult until you return home. Only one gate will be open and the entrance will be manned. **DO NOT** enter via the carpark gate. These restrictions must still be followed, even if you have another child in a different year group returning to school.
- If you have a child located in another 'nest' you will then need to go to that entrance to collect your child as stated in their year group letter.
- Your Year 6 child can walk home on their own if the school has a current parental permission slip, however they cannot stop off at the park or any other public place and should return home immediately. Additional permission will be needed for them to walk home at 1pm.
- School will finish at **1pm**, for year 6, on a Friday to allow for deep cleaning and for staff to have their statutory PPA time. If you are collecting your child please start to queue at the bottom playground gate no earlier than **12.50pm** following the markers from the pedestrian gate. Once you have collected your child, you **MUST** leave the school



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Medical Information (see attendance also)

- Please ensure you monitor your child's temperature before arriving at school. The new guidance states that if your child has a high temperature – this means they may feel hot to touch on their chest or back (you do not need to measure their temperature) or has a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours we will not be able to have them in school and you will need to follow the isolation guidance. An additional symptom of a change or loss to the sense of smell and taste has been added.
- If your child develops a temperature (they feel hot to touch on their chest or back) or a continuous cough, you will be telephoned to collect your child and they must remain at home for 14 days. Testing will now be available for children over the age of 5. If the test is negative they will be able to return to school. Evidence must be provided.
- Should a child or staff member test positive for Covid 19, it is possible that their whole 'nest' will need to self-isolate in accordance with government guidelines. This is part of the potential 'track and trace' model the government are currently exploring.
- In the event of a phone call home to collect your child due to them being unwell or due to a first aid incident, you will be required to collect your child IMMEDIATELY. We have limited space to look after your child in isolation from others. I will expect all parents to ensure prompt collection takes place. Please ensure we have the means to contact you and your mobile telephone numbers are up to date.

Attendance

- Parents will not be penalised if their child does not come to school.
- If your child is expected in school please ensure you inform the school of their absence.
- The safeguarding responsibilities remain the same so you will be contacted if your child is not in school.
- Child minders are able to operate again in a limited capacity and employers must consider requests for leave to allow you to care for your own children.
- No child with Covid-19 symptoms is able to attend school. In these circumstances parents/carers should contact the school to inform us their child will not be attending. It is advised that parents/carers check temperatures at home regularly. This is to help keep all children and adults as safe as possible.
- No child who is self-isolating, clinically vulnerable, shielding or extremely clinically vulnerable should attend. In this circumstance, parents/carers should contact the school to inform us their child will not be attending.
- No child, where there is a person in the household who is extremely clinically vulnerable or shielding should attend. In this circumstance, parents/carers should contact the school to inform us their child will not be attending.
- Unless a parent is a key worker or the child is identified as vulnerable, siblings in years 2, 3, 4 and 5 **cannot attend**.
- When the school closes on Friday lunchtime, if you have a child in year R, 1 or 6 and they are also classed as being in the keyworker/vulnerable group they will remain in their 'nests' with the Learning Support Assistant assigned to them until they are collected.

Cleaning and Good Hygiene.

- We have refreshed our risk assessments and identified protective measures are in place before opening.
- We have increased the cleaning of equipment, books, toys and the site throughout the day. Additional cleaning hours have arranged with the site team for the toilets, handles, sinks and high traffic areas mid-way through the day. Tissue bins will be emptied half way through the day.
- We have removed soft furnishings, soft toys and toys that are hard to clean. All rooms have been decluttered to aid cleaning.
- Each child will have their own individually labelled stationery kit so frequently-used resources will not be shared.



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- Face coverings should not be worn as the mismanagement of these could increase the risk of cross contamination.
- Handwashing will be prioritised at regular intervals throughout the day, on entrance to the school, break times, lunchtimes and before leaving the school.
- Children may wear school uniform or other suitable clothing and footwear. This must be clean on each day.
- Outdoor education will be used as much as possible as this can limit transmission and more easily allow for distance between children and staff. Please ensure your child has their FULL PE kit and a coat in school AT ALL TIMES.
- Equipment brought to and from school will be very limited: absolutely no book backs, school bags, reading books, pencil cases, completed work, toys, games, comforters of any description, etc. Children will be allowed to bring a packed lunch, water bottle (which will need to go home daily to be washed and returned the next day) and hand cream (for own use only and must not contain any nut oil or derivatives)
- 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 in the office.

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 encourage all parents to walk or cycle to school where possible. Please follow the government advice for using public transport if required.
- Ladybird and Breakfast Club will not be running this term.

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

Yours sincerely

Mrs N. Jones

