



Scargill CE Primary School

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**RE: Arrangements for full school reopening on 8<sup>th</sup> March 2021**

4.3.21

Dear Parents,

I hope you are well and feeling positive about the future. With the wider rolling out of vaccines and the Government's road map of steps towards a return to normality, it certainly does feel like there is light at the end of the tunnel!

We are thrilled that schools are allowed to reopen fully from 8<sup>th</sup> March. I am writing to share with you the arrangements we have implemented to ensure the safety of all staff, pupils and visitors to the school. These arrangements have been put into place following a robust risk assessment process and they mostly follow the procedures we had in place for the Autumn Term.

We are looking forward to seeing all our pupils once again, but I would like to reassure you that the safety of our school community is our priority. We will continue to review the arrangements we have implemented at this stage and update you with any changes as and when we make them.

Before reopening, we have updated our risk assessments that identify the risks associated with coronavirus specific to our school and additional measures have been put in place to minimise those risks as far as we are able to. Our risk assessment for the full reopening of school has been published on our school website and we welcome any feedback on the measures we have put in place.

All staff and pupils will continue to have access to testing if they develop symptoms of coronavirus, and rapid action will be taken should any test come back positive to ensure that the school continues to be a safe environment. The affected pupil or member of staff will be required to self-isolate at home for 10 days, as will any pupils and members of staff they have been in close contact with.

We recognise that some of you may have some concerns about your child returning to school and that this is an unsettling time for some children. We also understand that the past weeks will have been challenging for many families. If you would like to talk to us about your child and any concerns you have about their return to school, please – in the first instance – contact your child's class teacher via email, using the email addresses for each department:

EYFS@scargill.derbyshire.sch.uk

Y1-2Department@scargill.derbyshire.sch.uk

Y3-4Department@scargill.derbyshire.sch.uk

Y5-6Department@scargill.derbyshire.sch.uk

### **Allocating Pupils to a 'Bubble'**

In line with Department for Education (DfE) guidance, the school has made arrangements for all children to attend school as part of a consistent group, often referred to as a 'bubble'. The 'bubbles' remain the same as they were in the Autumn Term. These groups of pupils will remain together throughout the school day and will not interact with other bubbles in school. This is an important measure to limit the spread of any infection and will limit the number of interactions between pupils in school. Please note, siblings may be allocated different groups and this is supported by the DfE in their guidance.

We will have seven, colour-coded bubbles in school- Reception (Red), Year1 (Black), Year2 (Green), Year3 (Blue), Year4 (Orange), Year5 (Purple) and Year6 (Pink).

### **Attendance**

From 8<sup>th</sup> March 2021, the normal rules around school attendance apply. Therefore, we must remind you of your duty to ensure that your child(ren) attend school regularly. Pupils of a compulsory age must be in school. If your child is ill, please ensure you contact the school office by 9am on the first day of absence. The school have a responsibility to record attendance for all children and follow up absence. Please see our school attendance policy which is published on the school website.

### **School staff**

All school staff have been fully briefed on the arrangements in place for a full reopening. Some school staff may have been shielding during the lockdown and as such we will be supporting them fully when they are able to return to work. We ask that our entire school community are patient with each other as we re-adjust.

### **Maintaining a safe school environment**

I would like to take this opportunity to remind you of the preventative measures the school has put in place in order to minimise the spread of infection.

As per the advice from the government, the following actions for infection control remain in place:

- Displaying coronavirus infection control measures information posters around the school
- Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances:
  - Before leaving home
  - On arrival at school
  - After using the toilet
  - After breaks and sporting activities
  - Before food preparation
  - Before eating any food, including snacks
  - Before leaving school
- Installing alcohol-based hand sanitiser dispensers that contain at least 60 percent alcohol throughout the school
- Ensuring pupils and staff understand that they must cover their mouth and nose with a tissue before they cough or sneeze, then throw the tissue away
- Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual
- If someone becomes unwell, isolating them in a separate room, and providing a separate bathroom
- Telling staff to stay at home for 10 days if they develop symptoms of coronavirus

- Arranging some classrooms so that, where possible, children are seated side by side facing forwards and removing unnecessary furniture and equipment
- Installing additional handwashing stations around school
- A 'keep to the left' system has been set up in the school corridors to minimise face-to-face contact between pupils and make it easier to follow social distancing guidance
- Staff can wear face-mask and or face shields
- Lateral Flow Testing available twice weekly for all staff

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection.

### **Symptoms of Coronavirus**

As per the current NHS and government advice, you should keep your child at home for a period of 10 days if they develop coronavirus symptoms. Symptoms include a high temperature, a new continuous cough, and a loss of taste/smell. Where symptoms continue after 7 days, or begin to worsen, you should call 111. If someone in your child's household has symptoms, your child must self-isolate for 10 days from the day the other person's symptoms started. This is because it can take 10 days for symptoms to appear. More information regarding symptoms and actions can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>).

The school will insist that any child(ren) or member(s) of staff who show any symptoms that may be compatible with Coronavirus, book a test immediately. Information on booking a test will be provided by the school and the child(ren) / member of staff will not be permitted to return until the test result is confirmed and the period of isolation is complete. We have a small number of home testing kits we can distribute in exceptional circumstances.

If someone you or your child has been in close proximity to has tested positive for Coronavirus, you may be contacted by the NHS Test and Trace service. Information on the NHS Test and Trace service is available here: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youre-contacted-after-testing-positive-for-coronavirus/>

If you think your child may have been exposed to or has coronavirus, please contact the school on 0115 9320005 or email [info@scargill.derbyshire.sch.uk](mailto:info@scargill.derbyshire.sch.uk) at the earliest opportunity.

### **School Uniform**

All pupils will be expected to return to school in their full school uniform. In accordance with DfE guidance, uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.

Our school uniform is vital in contributing to the ethos of the school and sets an appropriate tone for pupils to return to learning. Details of our school uniform policy is available on our website. We are required to keep windows open to keep classrooms ventilated, children can wear additional layers under their school uniform should they feel they need to.

### **School Bags**

It is still recommended that we limit the amount of equipment pupils bring to school each day. Therefore, only essentials can be brought to school by pupils such as: bookbags, PE bags, lunchboxes, water bottles, hats, and coats. **Rucksacks and other bags are not permitted.**

The beginning and end of the school day are the busiest times for children and adults congregating together in one place, so maintaining safe distances within normal arrangements can be a challenge. We have implemented the following measures for when pupils return to school:

- The school car park must not be used by parents, at the beginning and end of the school day.**

Bubble		Red	Black		Green		Blue		Orange		Purple		Pink	
Year & Class Name		R Dolphins	1 Badgers	1 Deer	2 Hedge hog	2 Rab bit	3 Lions	3 Tigers	4 Leop ards	4 Panthe rs	5 Eagle	5 Owl	6 Flamin go	6 Merlin
Entry/Exit point		Reception door on the playground	Black gate & then external classroom doors		Y2 door onto main playground Internal classroom doors		Fire door onto main playground	External classroom door	External classroom door		External Classroom door		External Classroom door	
Playground Gate opened		8.45												
Start of day		8.45 (A-E) 8.55 (F-O) 9.05(P-Z)	8.45 (A-E) 8.55 (F-O) 9.05(P-Z)		8.45 (A-E) 8.55 (F-O) 9.05(P-Z)		8.45 (A-E) 8.55 (F-O) 9.05(P-Z)		8.45 (A-E) 8.55 (F-O) 9.05(P-Z)		8.45 (A-E) 8.55 (F-O) 9.05(P-Z)		8.45 (A-E) 8.55 (F-O) 9.05(P-Z)	
Playground gate locked		9.10												
Morning Play-time	Start	10.15	10.15		10.15		10.35		10.35		10.55		10.55	
	Finish	10.30	10.30		10.30		10.50		10.50		11.10		11.10	
	Space	Zone C	Zone A		Zone B		Zone A		Zone B		Zone A		Zone B	
Lunch-time	Start	11.45	11.45		11.45		12.00		12.00		12.15		12.15	
	Finish	12.45	12.45		12.45		1.00		1.00		1.15		1.15	
Lunch-time Space	Eating	New Hall 11.45-12.20	New Hall 11.45 – 12.20		Classroom 12.25 – 12.45		Classroom 12.35 – 1.00		Classroom 12.35 – 1.00		Classroom 12.15-12.35		Classroom 12.15-12.35	
	Playing	Classroom / outdoor area 12.20 – 12.45	Zone C – 12.20 – 12.45		Zone C – 11.45-12.20		Zone A – 12.00 – 12.35		Zone B – 12.00-12.35		Zone A – 12.35-1.15		Zone B – 12.35-1.15	
Afternoon Break (10 mins)		Zone C – 1.45	Zone C – 1.55		Zone C- 2.05									
Playground Gate opened		3.10												

End of day	3.10 (A-E) 3.20(F-O) 3.30 (P-Z)	3.10 (A-E) 3.20(F-O) 3.30 (P-Z)	3.10 (A-E) 3.20(F-O) 3.30 (P-Z)	3.10 (A-E) 3.20(F-O) 3.30 (P-Z)	3.10 (A-E) 3.20(F-O) 3.30 (P-Z)	3.10 (A-E) 3.20(F-O) 3.30 (P-Z)	3.10 (A-E) 3.20(F-O) 3.30 (P-Z)
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### What if we arrive late to school?

It is extremely important that parents keep strictly to their allocated drop off and pick up times to allow social distancing. If, due to unforeseen circumstances you miss your allocated time, please telephone our office staff on 0115 9320005 and ask for a new drop off time. Please do not come into the school building unless invited to do so.

### Transport

If you and your child travel to school using public transport, we must remind you that it is a mandatory requirement to wear a face covering unless you are exempt for reasons of health, age or equality. Full guidance and advice is available here:

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#face-coverings>

### Arrangements for breaktimes and lunchtimes

We recognise the importance for all pupils to have a break from learning and to enjoy time outside during the school day. Reconnecting with friends will be an important aspect of pupils settling back into school life, so we have made some adjustments to break and lunch times to ensure they can do so safely as seen in the chart on the previous page.

Our school meals will continue to be provided from an adapted 'Hot-to-go' menu. The price will be £2.20 per day. Payment must be made using ParentPay.

### The School Day

To minimise the number of pupils and staff assembling for periods of time, we have made the following changes to the school day:

- Children will remain within their bubble at all times
- Playtimes will be staggered
- There will be no whole school worship
- There will be no swimming lessons
- There will be no trips or residentials
- Outdoor PE and outdoor learning will be used as much as possible
- Desks will be facing forward, with exception of our youngest children
- PPE will be made available to staff who need to administer intimate care

### Visiting School

If you need to speak to the school at any time, please contact the school by phone on 0115 9320005, by email on [info@scargill.derbyshire.sch.uk](mailto:info@scargill.derbyshire.sch.uk) or email the department emails as listed above. You will not be able to speak to a member of staff face to face without making an appointment in advance. Appointments will only be made in exceptional circumstances so we can ensure that you and our staff are kept safe.

### Peripatetic Music Lessons and Sports Clubs

Music lessons and after-school sports clubs can resume. Teachers/coaches will provide school with their Risk Assessment prior to visiting. School will ensure robust measures are in place.

**Support for pupils and families**

We do not underestimate how difficult the recent weeks have been for us all and we all will have been touched in some way by the coronavirus pandemic. We recognise the need to focus on pupils' emotional wellbeing as well as their return to learning. We will, once again, support children as they return and help them to begin to catch up any lost learning.

Parents may wish to seek support for themselves from the following support agencies:

Samaritans – call free 24 hours a day on 116 123

National Domestic Abuse Helpline – call for free and confidential advice, 24 hours a day on 0808 2000 247

Shelter provide free confidential information, support and legal advice on all housing and homelessness issues if you call 0330 0536 083 (please note, this is not a free phone number and your call will be charged), or their free webchat is available at [https://england.shelter.org.uk/get\\_help/webchat](https://england.shelter.org.uk/get_help/webchat)

I hope that these arrangements provide you with the information you need to support your child's return to school. If you do have any concerns about the return to school that you would like to discuss with us, please contact us by phone or email, as soon as possible.

I would like to take the opportunity to thank you for supporting the school over recent weeks and supporting your child with their home learning. We have been amazed by the amount of incredible home learning the children have completed. We do not underestimate the challenge that this has been – well done! We are really looking forward to welcoming all our families back next week.

Yours sincerely,

Mrs Hallsworth  
Head of School