



Chater Infant School

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Dear Parents and Carers,

Further to my letter on 12th May, I am writing to provide you with further information about the possible re-opening of our school on 1st June 2020. You will be aware that the Government is working towards a limited return of pupils to schools. The Department for Education (DfE) and Hertfordshire County Council along with Herts for Learning continue to develop this broader plan, based on Scientific and Medical guidelines.

The purpose of this letter is to reduce your concerns and to share with you the necessary procedures and guidance, so that all pupils can eventually return to Chater Infant School in a well-organised and safe as possible way. I would like to assure you that we will be opening our school in a responsible way, enabling us to create a path that will get our services up and running again and finally to rebuild our community.

Please note that every school building/site is different, every school has different staff capacity and therefore the steps taken by all schools will differ depending on their school communities.

As an Infant School we will be following the procedures set out in this letter in order to try to ensure we create a physically and emotionally safe environment for our pupils, staff and community.

Following the DfE and Government guidelines, from the week commencing 1st June 2020 we will have children from Nursery, Reception and Year 1 returning to school. They will remain in their class groups but will be in smaller groups of up to 15 children.

We believe the school is as safe an environment for our children and staff as it could possibly be. The following points are helpful in providing us all with re-assurance, confidence and optimism:

- It is important to note that in the school environment there is 0% exposure to the same levels of high viral load exposure that medical staff are exposed to on a day to day basis when dealing with Covid-19 patients throughout each daily shift
- We had 85 responses to the parents' survey. 95% of our parents indicated that they have not been affected by illness, hospitalisation or suffered bereavement as a result of Covid-19. There was a similar picture amongst our staff team. All staff and children who need to self-shield and all family members of our community who need to be shielded will be protected
- Children or staff who are in the clinically extremely vulnerable group or clinically vulnerable group will not be expected to be in school
- Children or staff from families who are shielding clinically extremely vulnerable groups will not be expected in school
- Children or staff from families who are shielding clinically vulnerable groups will need to observe the stringent guidance about hygiene and social distancing in school

We have organised each class in Nursery, Reception and Year 1 into smaller groups of up to 15 children. All of these groups will be taught by their class teacher, apart from the critical worker group who will be taught by staff that these children will have worked with during the closure period and supervised by a teacher.



Judged by Ofsted as Good and improving towards Outstanding

All children will be in school either on Mondays and Tuesdays or on Thursdays and Fridays. The school will be closed on Wednesdays for all children apart from those who have one or more parents who are critical workers.

We hope to reduce your concerns by telling you that our environment is as Covid-19 secure as it could possibly be and stringent measures will continue to be taken to ensure that hygiene and cleanliness are a priority.

We will continue to keep our environment as secure as possible through the following procedures:

- Reminding children about their own personal space (we will encourage them to stretch out their arms and create an imaginary 'bubble' around themselves). They will be regularly reminded about respecting everybody else's 'bubble'. This will allow roughly 1 metre of social distancing which is in line with the recommendation from the World Health Organisation
- We will keep the children within their group of up to 15 children for the duration of the day
- All children will wash hands on entry to school, before and after lunch time and finally before they go home
- Surfaces, door handles and toilets will be cleaned during the day and also by the cleaners before the start of each day
- If any child or member of staff has any Covid-19 symptoms such as a new cough or a high temperature, they will be isolated and sent home immediately
- If any child or member of staff tests positive for Covid-19 they will have access to testing and we will inform parents if there is any risk

Please read the following information; this will help us to ensure a successful transition on 01.06.20.

Attendance

We want our children to attend school and are actively encouraging you to send your children.

Parents will be informed about which days they are expected to send their children.

We are not able to accommodate all children and observe sufficient social distancing at this stage. The rationale for having children in school in smaller groups (15 children), and for 2 days in Reception and Year 1 and 1 session for AM or PM Nursery and 1 day for 30 hour children is because we did not want a majority of children to come back to school after 10 weeks to a different class or with an adult who is not their class teacher.

Year 2 children are not in school because we are required to follow Government Policy. Otherwise we would have endeavoured to accommodate those children too.

Care routines and good hygiene

- Children will be able to wear a mixture of uniform and non-uniform to ensure they are wearing clean clothes each day
- All children will need to be reminded about good hygiene on the first day they return. They will be reminded about the 'catch it, bin it' motto and this video can be used:
<https://youtu.be/bQCP7waTRWU>
- Cleaning hands on entry and exit, and before and after lunch time
- Plenty of tissues for sneezes
- Not touching face, mouth, eyes
- Children will not be using the water fountain and will use their own **name labelled** water bottles
- Children will only be allowed in the toilets up to 2 at one time
- Reception children will share the toilet space but the cubicles will be segregated with labels for each class

Enhanced cleaning and additional cleaning material

- Additional cleaning of door handles, buzzer and key pads
- Plenty of cleaning materials have been ordered
- Extra tissues and paper towels
- Additional cleaning by our staff on a Wednesday. A team of staff will be assigned to be responsible for this.
- Cross contamination between spaces will be avoided, as children will stay in their own allocated classroom spaces and they will stay with the adults who have been allocated to their group

Personal Protection Equipment (PPE)

PPE will be available for staff dealing with children who have soiled themselves due to vomiting, diarrhoea or might need regular intimate care.

PPE will also be used to support children who are showing symptoms of Covid-19, have been isolated and a member of staff is caring for the child temporarily until they can get home.

Masks will not be worn by staff or children. Masks should be worn by those who have possible Covid-19 symptoms.

No person with Covid-19 symptoms will be permitted to be at school – child or member of staff.

PPE will be used when administering first aid.

Medicines

The guidance for parents bringing medicine to school will remain unchanged. All medicine is to come through the school office and needs to be labelled. Staff will not administer antibiotics or any other medication apart from supporting a child who has a health plan in place.

Managing children or staff presenting with Covid-19 symptoms

Anyone presenting with Covid-19 symptoms, such as a new cough or a high temperature, will be sent home to self-isolate. They will also be signposted to make an appointment to be tested for Covid-19 as this will be available to all critical workers and also to children returning to school. The child will go and sit in the Robin Room which will be well ventilated. This room will then be given a thorough clean. That child and their family will then need to self-isolate for 14 days.

It will be important to only send non known hayfever/allergy suffering pupils with coughs home to isolate for 14 days. It is therefore important that you update us about any new allergy your child might have.

Resources in the classroom

Children will not bring anything in from home apart from their water bottles. Homework activities will be set but children will be asked to keep their homework books at home.

They will not take reading books home.

Safeguarding Procedures

There is absolutely no change to safeguarding procedures in school. Our Safeguarding procedures can be found on the school website.

Online e-Safety

It is vital that children are reminded about keeping safe online through reminders that you also providing to your children. Do you know what games they are playing, who they are talking to and whether they are keeping themselves safe online?

Well-being of children

As our children return to school we can only surmise that their experiences at home will be very varied. Some will be happy and enthusiastic to come back. Others may be worried, anxious and may well display separation anxiety. If a child is very upset on arrival, we will try to get them into school. However, social distancing needs to be observed. We may advice you to take your child home and try again the following day. You may receive a telephone call from your child's teacher to support you with supporting your child back into school.

It is also important that children are provided with clarity about how they will be kept safe in school so we will talk to them about this when they return to school. It will be important to check in with their feelings on a regular basis. Each Class will have a worry box in their room so that they are able to share their worries or what they would like their teacher to know.

Social distancing in an infant school

It will be hugely difficult to social distance at 2 metres within Nursery and Infant School aged children, so we will aim to encourage children to keep themselves at arm's length from each other.

There will be no more than 15 children in each class.

There will be no assemblies, school trips or other whole school gatherings or events. An assembly for Year 2 will be planned to be held outside at the end of the Summer Term.

Break time will be staggered and the outdoor areas will be zoned both in the main playground and also in the Early Years outdoor area.

The classrooms will need to be arranged so that the tables that are used are separated as much as possible.

Children must be reminded about the space around themselves and other people including staff and not stepping into each other's 'space bubbles'.

During break time and lunch-times children must use their designated spaces. They will have staggered playground and dining area times. A school lunch will be available for all children.

The School Day

The start and finish times for Nursery, Reception and Year 1 will remain the same. Children must stay with their parents in the playground and not run around and play in either the Nursery and Reception or larger playground or the grassed area.

The Nursery children will be able to stay all day and will finish their day at 2.50pm. They will need a packed lunch or parents can order one from school – please contact the school office for further information.

Nursery children will enter through the usual door and parents – please observe social distancing.

Reception parents will be asked to use the Southsea Avenue entrance – please observe social distancing.

Year 1 parents will be asked to use the Harwoods Road entrance -- please observe social distancing.

Woodpecker Class will line up observing social distancing in the Year 1 lining up area and Heron Class will do the same in the Year 2 lining up area.

The children of critical workers will line up by the friendship bench and stop.

Arrangements for the end of the day

Please be mindful about social distancing. Please stand well away from the classroom doors and wait for the teacher to bring the children out. The teacher will then call out the child to go to their parent one at a time. Late children will stay with the teacher until 3.20pm and will then be taken to the office. Children are not to play in the playground at the end of the day and must leave the playground quickly and safely.

Early Morning duty and social distancing

Parents will be reminded about respecting the personal space and maintaining social distancing with other parents and staff.

Fruit and milk

There will be no fruit scheme and milk will only be available for Nursery and eligible children (Pupil Premium).

Breakfast Club

Will only be open for the children of parents who are critical workers

After School Clubs

There will be no After School Clubs at all.

Premier Sports may be in on Wednesdays to provide provision for children of parents who are critical workers.

Emergency Contact Details

Please ensure that we have your most up to date emergency contact and pick up details.

The Curriculum

We are putting together a document which will outline the intent, implementation and impact of our planned curriculum for the second half of the summer term. The key fundamental principles are:

- All learning needs to allow for sensible social distancing as far as possible in an Infant School.
- It needs to take into account limiting the sharing of equipment and resources.
- It will fully utilise the outdoor learning space.
- It will be nurturing, focused on their well-being but at the same time it will re-establish routines, boundaries and help children to relearn social skills, etiquette and decorum that may have been impacted on during lockdown
- The provision will support children to be reacquainted with turn taking, listening, being kind to others, keeping each other safe, the School Charter and Class Charters.
- Children will need to understand the rules for the whole school day including break time and lunch times.
- It will include the teaching of social distancing, hygiene and cleanliness.

- Children will be provided with a recorded assembly for a Monday or Thursday which will be led by Mrs Bal-Richards. They will be provided with a recorded well done assembly on a Tuesday or Friday led by Mr Dourado.
- Children will also need to be reminded about protective behaviours – Mrs Bal-Richards' assemblies will have a focus on this.
- The curriculum will provide plenty of opportunities for the children to consolidate learning and to apply what they have learnt. Following assessment for reading, writing and maths, teachers will plan to plug gaps.
- There will be a significant focus on the basics of reading, writing and maths. There will be a significant focus on continuous provision opportunities that will also enable the teacher to plan for the interests of the children and to increase cultural capital, general knowledge and to utilise fully our excellent outdoor provision and also the school garden.
- There will also be the focus on helping our children to 're-orientate' themselves to learning – consider how they will be supported to re-develop effective learning habits such as resilience, stamina, working together and sustaining concentration.
- We also want to allow our children to re-establish independence, social skills and to be able to talk about their experiences in order to support their wellbeing, learning and development.

Home learning for those children not attending school

Year 2 will be able to continue to access the excellent provision they have had to date.

Communication with parents

Parents will be asked to email or telephone the school only. Please do not try and have long conversations with teachers when dropping off and picking up children. Please telephone or email the school office if you have a query rather than coming to the school office. If you do need to come to the office please be patient and do not go into the entrance area if there is already a parent with a query in the office.

Please note that this is phase one of our plan. In the coming weeks we hope to welcome back Year 2 if this is feasible. The school office will be contacting families as we move forward with this plan so that you know which day your child can come to school from 1st June 2020.

If you have any questions, please contact the school office.

I would like to conclude this very detailed letter to you by reiterating that the school is a safe place for you to send your children. It is important that as we go forward we keep in mind the following:

Eradicate fear

Be responsible

Get our services up & running

Rebuild our community

Let us begin with you sending your children to school with confidence and trust on either Monday 1st June or Thursday 4th June.

Yours sincerely

Mrs A. Bal-Richards
Headteacher