

15<sup>th</sup> July 2020

Dear Parent/Carer

**Re: Cedars Primary School Full Opening from Monday 7<sup>th</sup> September 2020 – Mrs Lockley's Class**

Cedars Primary will be open for all year groups from Monday 7<sup>th</sup> September 2020.

The Department for Education (DfE) has provided a framework of protective measures that we must put in place for children and staff. The measures will facilitate:

- all children receiving a high-quality education enabling them to thrive and progress
- a school environment that is the safest it can be to minimise the coronavirus (COVID-19) risks

### **Class Group and Organisation**

Your child will be in **Mrs Lockley's Class.**







Please enter via the Playground Gate (black) and exit (orange) via the Breakfast and After School Club Gate (see attached map).

**Full day: 8:45am-3:05pm**

### **Social Distancing Measures**

I cannot guarantee that we will achieve social distancing at all times in school, but we will try our best. Your child will remain in either their class and/or lower key stage 2 (year 3/4) group throughout the school day.

You are expected to observe social distancing when on school site. We ask that you:

-  only have one adult take and pick up your child
-  enter and exit the school grounds as directed for your child
-  arrive only at the school grounds for your child's specified drop-off and pick-up times
-  observe 2 metre social distancing at all times when releasing your child to a member of staff and receiving your child from a member of staff
-  leave the school site immediately following drop-off and pick-up
-  contact the school via email or phone for all enquiries (at this time no parents will be permitted in the school building unless it is an emergency)

### **Attitude and Behaviour Expectations**

The underlying principles, which form the basis of our Attitudes and Behaviour Policy, are that we value and care for each individual in our school and that good behaviour is a collective responsibility for everyone in the school. All pupils are expected to follow the Cedars' Way. To ensure everyone's safety, we have had to make adjustments to our school's Attitude and Behaviour Policy. Please see the attached Addendum.



### Human and Physical Hygiene and Sanitisation

The following will be in place and followed:

- ✚ You will be asked to remove and take home any disposable or non-disposable face coverings that your child's wear when arriving at school.
- ✚ All children will wash their hands upon entry to the classroom at the start of the session and after play or outside learning time. They will also wash prior to going out to play and home. Washing hands before and after lunch as usual too!
- ✚ All tables and chairs will be wiped with disinfectant spray throughout the day by staff.
- ✚ If a child sneezes or coughs, their table and chair will be wiped with disinfectant spray and we will ask the child to wash their hands. We will be promoting the 'catch it, bin it, kill it' approach. All tissues will be placed in lidded bins.
- ✚ All classroom doors will be propped open and windows will be open if not too cold for the children.
- ✚ Internal corridor doors and handles will be wiped with disinfectant spray morning and afternoon in addition to cleaning contractors.
- ✚ Children are only to use equipment designated for them.
- ✚ Laptops/iPad trolleys will stay in year group areas. Children will wash hands before using a laptop/iPad and staff will wipe down the computers after use with a computing wipe. All computers at the end of the school day will be sprayed cleaned. Trolley handles will be wiped throughout the day before and after use.
- ✚ No soft furnishing and soft toys will be in use.
- ✚ General medical treatment will be administered in your child's key stage group.
- ✚ Only essential contractors will be allowed on site and they will avoid all children.

### Symptom Management

On no account is any child to be sent into Cedars with

- a persistent dry cough
- any indication that they may have a temperature
- or a loss, or change in, normal sense of smell or taste

Any child presenting with symptoms will be taken to the Medical Room Area where they will be initially isolated. In medical isolation the following will happen:

- with a non-contact thermometer, the child's temperature will be taken and recorded on a log
- if the child's temperature exceeds the government guidance of 37.8°C then home will be notified
- arrangements will be made for the child to be kept away from their peers until such time that they are collected. Parents will be informed this must be promptly.

Arrangements will also be made for the child's table and chair to be disinfected and cleaned.

Children sent home with symptoms whilst attending Cedars, will isolate at home and you will be advised to follow the **Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection.** Parents should inform school if the child tests positive for COVID-19.



If a child is sent home with COVID-19 symptoms the Headteacher/Deputy Head will inform parents of the children who are in the upper key stage 2 group and advise them accordingly.

If any child tests positive, the Headteacher/Deputy Head will inform parents and explain the next steps.

### **Food**

If your child is entitled to a free school meal, we will be providing a packed lunch for week beginning 7<sup>th</sup> September and 14<sup>th</sup> September. There will be no need to make an order for the two weeks.

If your child is not eligible for a free school meal, please provide your child with a packed lunch.

From Monday 21<sup>st</sup> September 2020 our kitchen will re-open for hot meals. If you would like your child to have a hot meal, please order on ParentPay by Tuesday 15<sup>th</sup> September 2020 by 12pm. If you require any assistance, please contact the school office.

### **School Uniform**

School Uniform will be expected to be worn from September 2020. 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.

### **Physical Education (PE)**

We ask that children come to school dressed in their school PE kit on the days they will have Physical Education (we will let you know your child's PE days in September 2020).

### **Attendance**

From September 2020 usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authority guidance

Where children are not able to attend school as parents are following clinical and/or public health advice, absence will not be penalised. We will provide your child with remote education (home-school learning) and monitor their engagement.

### **Breakfast and After School Club**




Breakfast and after-school provision will resume from Monday 14<sup>th</sup> September 2020. It is not possible to keep children in their key stage groups. We will organise for children to be in small, consistent groups – Early years (Nursery and Reception) and Key Stage 1 (years 1 and 2) as one group and Key Stage 2 (years 3, 4, 5 and 6) as the second group. Early years and Key Stage 1 children will be based in 'The Hut' and Key Stage 2 children will be based in the Activity Room. Two members of staff will be required for each group and therefore a temporary additional member of staff for the Autumn term is planned to be employed. An additional hour of cleaning of the Activity Room and year 1/2 toilets will also be needed. After School Club will finish at 5:30pm (as opposed to 6:15pm) to allow for additional cleaning and the school to be



locked by the Site Manager. The charge for After School Club will remain at £10 to contribute to the additional costs.

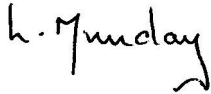
### **General**

Please can you:

-  provide your child with only essential resources e.g. Reading Book, Spelling Book, Lunch Box (if not having hot meals), spare clothes (if they are Nursery age) and School Planner (if in Year 6)
-  provide your child with a refillable water bottle that is taken home each day for washing
-  ensure your child has sun protection on prior to coming to school

We look forward to welcoming all children back to school in September.

Yours sincerely



Lisa Munday

