

**St Lawrence CE Primary School, Church Stretton**  
**Re-opening School Plan – All Pupils**  
**September 2020**

Following the government's directive that schools should reopen in September to all pupils, this plan has been written and will be implemented so that the children and members of staff at St Lawrence's can be safe when at school. These arrangements have been drawn up following a robust risk assessment process and have been approved by the school's Senior Leadership Team and governors. An original plan and risk assessment received the approval of the Local Authority for re-opening in June - this plan and the accompanying risk assessment build on established practices and routines that worked successfully in the summer term, when the school had more than 70% pupils in school for at least four days.

The Department for Education's '**Guidance for full opening: schools**' (updated 7<sup>th</sup> August 2020) has been referred to in the production of this plan.

Parents should read this plan and also visit [gov.uk/backtoschool](https://www.gov.uk/backtoschool) for information and practical guidance to help them plan for their children's return to school.

We will open to Reception pupils on the morning of **Wednesday 2<sup>nd</sup> September 2020** and then to all pupils including Nursery children on **Thursday 3<sup>rd</sup> September 2020**.

We recognise that some parents will have concerns about children returning to school and also understand that the past six months will have been challenging for many families. Hopefully, a return to school will be possible for all pupils, but if any parent/carer thinks this will be difficult, then we must be informed, so that support can be put in place.

### **Maintaining a Safe Environment**

The following preventative measures will be put in place from 2<sup>nd</sup> September 2020, in order to minimise the spread of infection at our school:

- 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 water and soap in the following circumstances:
  - Before leaving home
  - On arrival at school
  - After using the toilet
  - After outdoor breaks
  - Before food preparation
  - Before and after eating any food, including snacks
  - Before and after having a drink

- Making alcohol-based hand sanitiser containing at least 60 percent alcohol available throughout the setting;
- Being outdoors as much as possible where the virus has less stamina;
- Encouraging staff and children to cover their cough or sneeze with a tissue, then put the tissue in a bin OR cough/sneeze into their elbow. Pedal bins will be in all classrooms;
- Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual;
- Calling NHS 111 if someone becomes unwell, isolating any unwell people in a separate room and providing a separate toilet, where possible;
- Insisting that staff, pupils, parents and any visiting professionals stay at home for 10 days and engage with the NHS Test and Trace process if they develop clear signs of coronavirus and that members of their households isolate for 14 days;
- Insisting that staff, pupils, parents and any visiting professionals isolate for 14 days after returning from travel abroad (unless from a country/countries covered by travel corridor exemption);
- Not allowing large bags or unnecessary items from home to be brought into the building.
- Requesting that pupils come to school in P.E. kits on the days that their class has P.E. and will not need to change afterwards. Tracksuit bottoms and a coat will be needed on colder days.
- Ensuring sun hats (when appropriate) and water bottles are brought in and taken home daily;
- Providing all equipment, resources etc. with children given individual items of stationery that only they will use;
- Managing reading books for pupils so that they are not handled by multiple pupils. Pupils will be encouraged to bring in reading books from home each day which will stay on their desks or in their bags;
- Carefully managing the use of lockers (to avoid congestion). Some teachers may ask pupils to have bags by their desks;
- Giving each class/bubble a set of playground equipment to use;
- Allowing classes/bubbles of pupils to use outdoor climbing frames on a weekly rota basis only;
- Using PPE when intimate care and first aid is given (PPE has been provided by the Local Authority);
- Preventing whole school assemblies or any other activity in which many classes of pupils could mix in one space;
- Creating one way systems of walking along corridors;
- Removing all toys, games, pieces of furniture etc. that cannot be wiped, from use (unless deemed essential/important within a single class/bubble);
- Limiting the number of children that enter communal toilets at any time and preventing those from different bubbles going at the same time;
- Having staggered break times and using designated playground zones;

- Asking parents/carers to put 24-hour sun-cream on pupils before coming to school (when appropriate).

Parents/carers will be asked to encourage good infection control practices, such as thorough handwashing at home and keeping children informed about the things they can do to discourage the spread of infection. It is essential that social distancing (in line with current Government guidance) and preventative measures (wearing masks in shops etc.) are continued at home by pupils and their family members, to avoid the virus being brought into the school and spread amongst pupils and staff.

As per the current NHS and government advice, children must be kept at home, if they develop coronavirus symptoms, for a period of 10 days and parents should arrange for coronavirus test immediately. Symptoms include a high temperature, a new & continuous cough and loss/change in of sense of smell/taste. If someone in a child's household has symptoms, the child (and everyone in the household) must self-isolate until a test has been carried out and result obtained. More information regarding symptoms and actions can be found on the NHS website:

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

If parents/carers think a child may have been exposed to, or has, coronavirus, they must contact the school at the earliest opportunity.

If a case of COVID-19 is identified in school, we will take advice from Public Health. It is likely that a class/bubble might be closed for a period of time. Whole school closure can hopefully be avoided, but it is possible that this may be necessary, in order to prevent the spread of the virus. In this scenario, education and communication would take place using EXaTT/Seesaw learning platforms as was successfully practised in the lockdown period.

Any members of staff who work/volunteer in more than one setting will be asked to be particularly vigilant and careful, so as to not risk bringing the virus into the school environment.

### **Arrangements for the Start and End of the School Day**

The beginning and end of the day are the busiest times for children and adults congregating together in one place and maintaining safe distances within normal arrangements needs to be carefully controlled. We have implemented the following measures for when all pupils return:

- A clearly marked, one-way system of entry and exit onto the school site. Parents will not be allowed to enter the building (without appointment). Entry and exit will be through specified gates/doors (parents/pupils to be informed which to use);
- Limit of only one adult with their child/children onto the site;
- Staggered drop off (from 8:25am) and pick up times (from 2:40pm) for pupils. These times will be arranged by phone call on Tuesday 1<sup>st</sup> or Wednesday 2<sup>nd</sup> September;

- **A finish of 1:15pm on Friday** (pick-ups commencing 12:45pm) for all pupils\* to allow for the school site to be thoroughly cleaned and teachers to have PPA (avoids a cover teacher taking the class);
- Parents/carers who are dropping off or collecting pupils must stay 2m apart.

\*Not Nursery children or pupils whose parents have to work.

### **Breakfast Club Arrangements**

Breakfast Club will run from 7:45 a.m. each morning. On arrival (at a door close to the main entrance), children will be asked to wash their hands. The children will then enter the school hall and sit at a table allocated only to children from their own class. Staff will then serve breakfast to them. There will be activities for pupils to do, but only at their specified tables. Class teachers or T.A.s will collect their pupils from the hall for the start of classroom sessions.

Booking for Breakfast Club must be in advance – by 3:00 p.m. on Thursday for any of the days of the following week.

### **Lunchtime Arrangements**

Children can bring in a packed lunch or order a cooked meal from the school kitchen. Nursery, Reception and Y1/2 pupils will have lunch in their class bases. Y3/4 pupils will eat together in the school hall, sat on class tables 2m+ apart from other Y3/4 classes and after a thorough clean of the hall Y5/6 will do likewise (or vice versa). A staggered outdoor break will also occur, with the children in the same socially distanced zones and groups as they were in for the staggered morning break. Free School Meals will be provided for all Reception, Y1 and Y2 pupils and those eligible pupils in KS2.

### **Class Organisation**

To minimise the number of children and staff mixing together, children will remain in their own classrooms with the same members of staff all week. There will be plenty of opportunities for outdoor learning too, but this will be away from other classes. Pupils within their class groups will be kept 1m+ apart when possible, but given that children naturally play and learn through physical interaction (especially in younger years) it will not be realistic to implement social distancing (other than from other classes/bubbles).

Children will, on the whole, be taught by their usual teachers and teaching assistants, unless one of them is unable to be at work. Our regular supply teachers will be used if teachers are absent and they will take particular care to keep 2m+ apart from pupils where possible. They may choose to wear face masks or other forms of PPE as might other members of staff (it will be their choice). Music and French (KS2) will be taught by specialist teachers who will make arrangements so that they can keep a 2m+ distance at all times.

Full school uniform should be worn by all pupils (not Nursery children).

Professionals visiting school will be asked to keep 2m+ distance from children they are supporting and cleaning before and after the use of rooms will take place. Professionals might be asked to wear face masks if this is advised by Public Health.

Volunteers will not be used initially, but are likely to be of great help in educating pupils as the term progresses. A separate plan and risk assessment will be written to help co-ordinate the use of volunteers safely.

### **Behaviour Management**

An addendum to the school's Behaviour & Discipline Policy has been written and shared with parents. It will be shared with new parents and explained to all returning pupils in September 2020.

### **Clubs, Visits and Swimming**

At the time of writing this plan, no arrangements for after-school clubs or school visits have been made. We want to bring these activities back and will write again to parents when we are able to do so. Swimming will hopefully resume at some point in September 2020 after a separate plan and risk assessment has been completed.

### **Support for Pupils and Families**

We do not underestimate how difficult the recent weeks have been and the significant impact the coronavirus pandemic may have had on families. The school recognises the need to focus on children's emotional wellbeing. Staff will continue to prioritise the good mental health of those children on their return to school.

Our Pastoral Support Team will continue to be on hand to help families. Parents/carers should contact us if they need any help, support or guidance.

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). A free webchat is available at [https://england.shelter.org.uk/get\\_help/webchat](https://england.shelter.org.uk/get_help/webchat)

**Alan Brannen (Headteacher) 27/08/20**