



# Spalding Parish Church of England Day School

'I can do all this through him who gives me strength' Philippians 4:13

22<sup>nd</sup> July 2020





Dear Parent/Carer,

## COVID 19 – Plans for Full School Reopening September 2020

I hope this letter finds you safe and well and looking forward to the summer break. It does seem rather strange that after all this time away from school we talk about embarking on a six-week summer holiday, but I would like to think of it as our first step towards resuming some normality. I hope you will take this as an opportunity to put away home schooling and begin to plan some family fun time, hopefully outside of your home.

You will have heard the recent Government announcement that schools will be open to all children from September 2020. The Government has stated: *'Given the improved position, the balance of risk is now overwhelmingly in favour of children returning to school. For the vast majority of children, the benefits of being back in school far outweigh the very low risk from coronavirus (COVID-19).'* Our school, along with other schools in the Lincoln Anglican Academies Trust, have welcomed back pupils in EYFS, Year 1 and Year 6 since June as well as being open throughout for our key worker families. Our wider reopening in June was approached with caution, following scientific advice and Government guidance, to ensure that our pupils were as safe as possible. Risk assessments were thorough and pupils who returned have thoroughly enjoyed the last few weeks of the 2019-20 academic year.

Plans for September will be just as thorough and clearly focussed on ensuring the safety of all members of the Spalding Parish community and the purpose of this communication is to share our plans for our full reopening. All of the team, myself included, are extremely excited to welcome the children back into school, but I want to assure you that we are only going to do this within the safety guidelines set out by the Government, which as of July stated the following overarching themes:

-  If displaying symptoms of coronavirus, do not enter any educational setting;
-  Clean hands thoroughly more often;
-  Ensure good respiratory hygiene;
-  Minimise contact between individuals and maintain social distancing wherever possible.

As it stands currently, the guidance states that all pupils must return to school as long as reasonable adjustments are met. The adjustments we are making at SPCEDS are to ensure the safety of our whole school community - we will be doing our best to mitigate any risk as much as is reasonably possible.



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Our main aim in September, is to ensure that where possible we reduce the contact between different groups of pupils, whilst enabling children to do what they love to do at school.

## Symptoms

It is absolutely imperative that you ensure that if anyone in your household has COVID-19 symptoms, your child does NOT attend school. Any child or staff member who develops symptoms in the school day will be sent home immediately. You must follow the Government guidelines [Stay at home: Guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#).

If anyone in your household, or your child, tests positive for COVID-19 you MUST inform the school.

## Safety Measures

The following safety measures will be put in place clearly focussed on ensuring the safety of all members of the school community:

- 🚒 Children will be in their own year group for the majority of each day;
- 🚒 Hygiene measures will continue to be in place in each classroom, children will be washing their hands frequently throughout the day – all children will be expected to do this;
- 🚒 Regular cleaning of classrooms and school shared areas will be taking place throughout the day, and each classroom will be cleaned with anti-viral disinfectant each evening;
- 🚒 There will be limited interaction between year groups (some classes will share the playground);
- 🚒 Movement of children around the school will be limited;
- 🚒 Collective Worship will not take place in the hall – these will be virtual or classroom based;
- 🚒 Children will eat lunch in their own classroom and this will be a packed lunch only until further notice (KSI universal free school meals will be available as a packed lunch option – you will need to order via Wisepay in the usual way);
- 🚒 Year groups will have designated break times and areas to play in – only 3 classes maximum will be outside on a playground at any one time;
- 🚒 Children will be encouraged to keep a safe distance from their peers and adults where feasible (no hugging, hand holding etc). Younger pupils will be reminded of this in a kind and reassuring way;
- 🚒 Any adult in school will adhere to 2m social distancing from children and each other wherever reasonably possible;
- 🚒 Children will have their own learning pack with suitable equipment;
- 🚒 Playground equipment will be limited, not shared outside of a group and cleaned after use;
- 🚒 We are encouraging staggered drop off and collections where possible (see further details below);
- 🚒 We are asking all parents and carers to adhere to social distancing whilst on the school site and be respectful of this when talking to school staff or sharing messages at handover;
- 🚒 Visitors to our school site will be kept to a minimum – should you need to come inside the school, appropriate hygiene measures will be required;
- 🚒 Any child or adult who displays symptoms during the school day will be sent home and asked to be tested (see further details below regarding self-isolating);
- 🚒 We ask that no additional items from home are brought into school – children will only require their coat, lunch bag, book bag and PE Kit. In warm weather they can also bring a sun hat and suntan lotion. Children in Early Years and KSI are discouraged from bringing items for 'show and tell' until further notice.

## Attendance

The Department for Education states: *'...all pupils, in all year groups will return to school, full time from the beginning of the Autumn Term.'* Therefore, from September, our usual attendance expectations will apply with absences reported to the school office on the first day of absence.

## Holidaying Abroad and Quarantine Expectations

Currently the Government have in place a 14-day quarantine for people returning to the UK following a visit to specific countries. If you do make the decision to go abroad on holiday over the summer to one of the named countries in the Government guidance, please factor the 14-day quarantine period in, as all children are expected back in school on Thursday 3<sup>rd</sup> September and any absence as a result of a late holiday and subsequent quarantine will be unauthorised. You can read further details of affected countries here: <https://www.gov.uk/guidance/coronavirus-covid-19-travel-corridors>

## What happens if there is a case of COVID-19

Should a positive case of COVID-19 arise, the school will take swift action, in liaison with the local health protection team, to inform any necessary families who may have been in contact with the positive case. In addition, if anyone in your household (adults or children), should become ill or show any symptoms you must self-isolate and take a test. If the test is negative, and the child or adult feels well with no symptoms, then you may stop self-isolating and the child can return to school. If you are unclear about what your actions should be, please contact the school to discuss your concerns and we will try to guide you appropriately with the information available to us. Further information regarding the Track and Trace process can be read here: <https://www.bbc.co.uk/news/health-52475688>.

## Arrangements for drop off and collection

When you return to school on **Thursday 3<sup>rd</sup> September**, we ask that you follow the guidance below for dropping off and collecting your child. Where possible, we have split our families by the **child's surname** and we ask you to enter the school site during this allocated time. We are aiming to limit the number of people on our school site at any one time, so we ask you to drop off and collect your child swiftly and exit the school site immediately, this will avoid clusters of adults and children on our site. **Please also keep to the left at all times to give space when passing other families.**

Gates will open at 8.30am each morning and at 3.00pm each afternoon and entry/exit to classrooms will be via the classroom doors onto the playground. Families should not be gathering around the school site prior to these times. Whilst on the school site all adults must observe the social distancing rule at all times - once your child has been taken to their door, please leave the site straight away. Adults will be available on the playground should you need to speak to anyone or would like a message passing onto your child's teacher or a member of the staff team.

If you are dropping off or collecting more than one child, if older pupils could be encouraged to walk by themselves to the classroom door in a safe and sensible manner to allow timings and guidance to be adhered to. Similarly children in Upper Key Stage 2 should be encouraged to walk to their classrooms by themselves in order to keep as few people as possible on the school site. We are also aware that a very small number of our pupils have different surnames. In this instance please use the surname of the older child for drop off and collection times.



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Child's Surname	Drop off in morning no earlier than the times below	Collection at end of day
A → E (inclusive)	8.35am	3.05pm
F → K (inclusive)	8:40am	3.10pm
L → R (inclusive)	8:45am	3.15pm
S → Z (inclusive)	8:50am	3.20pm

Currently the guidance around schools is that PPE is not required on the school site or in the school building. Should you and/or your child prefer to wear PPE when accessing the school site this is ok however your child will be asked to remove it by themselves before entering the school building, placing the mask in a plastic bag. We would also ask that you walk to school or travel in a private vehicle where possible. If you do need to use public transport to travel to and from school it is imperative that the current Government guidelines in relation to this are adhered to at all times in order to ensure the safety of the whole school community.

### School Communication/Messages to Adults

The DfE guidance states that *'gathering at the school gates and otherwise coming onto the site without an appointment is not allowed'*. We are obviously still wanting to provide you with the opportunity to talk to your child's teacher and maintain our parent and school relationships, so if you need to pass on an urgent message to your child's teacher, we ask that you speak to a member of the SLT on the playground in the first instance. Should this not be possible and you do need to speak to the Class Teacher, we respectfully ask that you wait until they are available and stand at a safe distance away from the classroom door until they are able to speak with you. If you have a non-urgent query, we ask that you contact the school by phoning or emailing the school office to leave a message for your child's teacher. To discuss learning needs or pastoral needs, socially distanced meetings may be arranged where necessary, but for the majority of cases communication via telephone or virtually will continue for the foreseeable future.

### Extra-Curricular Provision, Class Presentations and Parental Engagement Events

The provision of clubs would mean that children from different year groups would have to mix, so unfortunately, we will not be able to offer extra-curricular clubs on our immediate return to school. We will continue to review the guidance as it is updated to establish when it may be possible to offer extra-curricular clubs and will let you know in due course. Additionally, we know how popular our parent events and class assemblies have become. Again, due to the limitations around allowing large gatherings in school, we will not be hosting any events until such time that we are able to do this safely. We cannot wait to be able to open our doors to you and welcome you into school in the future.

### Uniform

From speaking to many parents and carers it is clear that the majority of pupils are looking forward to returning to school in September, excited at the prospect of seeing teachers, school staff and friends again. As a school we are so looking forward to seeing all the pupils return and would ask that when they return to school they wear their full school uniforms, as they would at the start of any new year. Given the fact all the children wear their uniforms with such pride, I know they will all look so smart!

## Curriculum

This is the most exciting part! We cannot wait to get back to what our children love and our teachers do best. We want to ensure that your child receives the broad and balanced curriculum consisting of all of the subjects including PE and Music and all of the other wonderful areas of the curriculum. There may be some slight changes in how we deliver these subjects, but we firmly believe that our curriculum offer of Reading, Writing, Maths and Phonics along with the other subjects, will be skilfully delivered to ensure that your child catches up.

You may have heard lots of discussion around a 'Recovery Curriculum', here at SPCEDS, and all of the schools in our Trust, we pride ourselves on knowing what our children need in order to build their knowledge, skills and understanding in every year group. Therefore, there will be no endless intervention sessions throughout the day, or special classes to 'catch up'. Through our carefully planned curriculum which is tailored to our children's needs, we believe that our children will go onto flourish like before. Time will also be spent sharing and celebrating new skills learnt over the closer period.

Like any summer holiday, I would encourage you to continue to foster that love of reading, and speak to your child as much as possible about things which interest them. We have been inundated with drawings, letters, pictures of projects and have been thrilled with the engagement in learning. A huge well done to all parents/carers/family members who have been part of keeping learning alive!

## Assessing Risk

We are aware that for some families, there may be some anxiety surrounding the return to school in September. I want to reassure you that our talented team will take exceptional measures to ensure that school is as safe as it can be. Additional emotional support and well-being support will be a clear focus at a whole school level with further work then put in place where it is identified there is a need.

Please be assured, senior leaders and school staff will be vigilant and assess risk on a daily basis, this will help us to minimise any risk of COVID-19 as much as we possibly can. We will make any necessary adjustments to our procedures as and when required and communicate with you regularly any changes that our families may need to make. Our current plans are based upon the latest guidance set out by the Government and DfE; should any changes to this guidance be communicated during the summer, we will amend and adjust our plans accordingly.

## Thank you, thank you, thank you!

I can never say it enough, but thank you to all of our families, it has been a difficult few months, yet together as a school community, we have demonstrated enormous resilience and love.

Thank you for your continued support, patience, kind words and well wishes shown towards our staff during this uniquely challenging time. We feel privileged to be a part of such a wonderful school community and sincerely wish you all well too. We look forward to seeing you all again in September, please take care and if you have any questions at all, do not hesitate to contact the school and we shall endeavour to answer them for you.

Kind Regards,

Diane Mulley  
Head Teacher



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