

# Neasden Primary School

## Protocols for Parents

### Introduction

These are very challenging times for our country. Measures put in place to reduce the spread of coronavirus (COVID-19) have been hard for us all, but have kept people safe and saved lives. Keeping people safe continues to be the government's priority.

Since 23 March, in line with the scientific advice, nurseries, schools and colleges have remained open to a priority group of children and young people, children of critical workers and vulnerable children.

From 1 June, it is time to begin the phased return of children and young people to nurseries, schools and colleges in a way that is measured, reduces risks and is guided by science.

The Government has been guided by scientific advice at every stage. The latest scientific advice to government is that:

- there is high scientific confidence that children of all ages have less severe symptoms than adults if they contract coronavirus and there is moderately high scientific confidence that younger children are less likely to become unwell if infected with coronavirus
- limiting the numbers of children going back to school and initially then gradually increasing numbers, guided by scientific advice, reduces risk of increasing the rate of transmission
- schools and other settings can make changes to how they are organised and put measures in place to reduce risks

### Children Who Can Return to School

From the week commencing 1 June, children in the following year groups can come to school.

- Nursery
- Reception
- Year 1
- Year 6

Siblings in different year groups unless those siblings are the children of critical workers, will not be able to come to school on 1<sup>st</sup> June. If you have said that your child is returning to school from 1<sup>st</sup> June, you should notify us, as normal, if your child is unable to attend if they are ill. If you have said that your child is returning to school from 1<sup>st</sup> June, but you no longer want your child to attend, you must let us know. If you have told us that your child does not require a place, and you change your mind, you must let us know in advance so that we can ensure low group numbers and social distancing. Parents will not be fined for non-attendance at this time.

### Protective Measures

Unlike older children and adults, it is very difficult for your children to keep 2m apart from their peers and staff, so to prevent the spread of coronavirus, the school will use a range of protective measures to create safer environments in which the risk of spreading the virus is substantially reduced.

These include:

- carrying out a risk assessment before opening to more children and young people - the assessment should directly address risks associated with coronavirus so that sensible measures can be put in place to minimise those risks for children and staff

- making sure that children and young people do not attend if they or a member of their household has symptoms of coronavirus
- promoting regular hand washing for 20 seconds with running water and soap or use of sanitiser and ensuring good respiratory hygiene by promoting the catch it, bin it, kill it approach
- ensuring desks are 2 metres apart
- not allowing bags or mobile phones to be brought into school
- cleaning more frequently to get rid of the virus on frequently touched surfaces, such as door handles, handrails, table tops, play equipment and toys
- minimising contact through smaller classes or group sizes and altering the environment as much as possible, such as changing the layout of classrooms
- reducing mixing between groups through timetable changes, such as staggered break times or by introducing staggered drop-off and collection times

### **Children with Underlying Health Conditions or Living with Someone in a Clinically Vulnerable Group**

Children who are considered **extremely clinically vulnerable** and shielding should continue to shield and should not attend.

**Clinically vulnerable** (but not clinically extremely vulnerable) children are those considered to be at a higher risk of severe illness from coronavirus. A minority of children will fall into this category, and parents should follow medical advice if their child is in this category.

Children and young people who live in a household with someone who is **extremely clinically vulnerable** and shielding should only attend if stringent social distancing can be adhered to and the child or young person is able to understand and follow those instructions.

Children who live with someone **who is clinically vulnerable** (but not extremely clinically vulnerable) as defined in the social distancing guidance and including those who are pregnant, can attend.

### **Testing for the Virus**

Once the school is open to more children, staff and pupils will be eligible for testing if they become ill with coronavirus symptoms, as will members of their household. This will enable children to get back to education, and their parents or carers to get back to work, if the test proves to be negative.

A positive test will ensure rapid action to protect their classmates and staff in their setting.

### **Confirmed Cases of Coronavirus in the School**

When a child or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff and students who are attending a school will have access to a test if they display symptoms of coronavirus.

Where the child, young person or staff member tests positive, the rest of their group will be sent home and advised to self-isolate for 14 days. The other household members of that group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

As part of the national test and trace programme, if other cases are detected within the school, Public Health England's local Health Protection Teams will conduct a rapid investigation and will advise the school on the most appropriate action to take. In some cases, a larger number of other children may be asked to self-isolate at home as a precautionary measure - perhaps the whole class, site or year group.

Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.

### **Travelling to School**

It is recommended that all children walk or cycle to school and avoid the use of public transport. The school's bike racks will be operational as usual. Start times and leaving times will be staggered to avoid gatherings at the school gates and on the playground. Only one parent should drop off and collect the children and avoid bringing other children where appropriate. The school grounds will have a one way system in place. Parents will enter at the top gate and loop round and leave by the car park; there will be arrows in place to show you the direction to go in and staff around to direct you. Key worker parents who are picking up their children before the end of school will still use the car park pedestrian gate.

### **After- school Club and Breakfast Club**

There will be no After-school or Breakfast Club from the 1<sup>st</sup> June for the rest of the half term. This is to avoid mixing between groups, the school hall being out of use and due to the limited numbers permitted in groups.

### **School Meals**

Children eligible for free school meals will be offered a school packed lunch, these children will not be eligible for the £15 voucher as the school can provide them with a lunch. Other children must bring a packed lunch from home. Children will eat their lunches at their desks, as the dining hall will not be used for lunches. This reduces the number of children coming into contact with each other. Packed lunches must be brought to school in a plastic bag, so it can be thrown away. Please only put items in packed lunches that your child can open by themselves. Children must also bring in their own water bottle. **Please do not bring any other bags, pencil cases or mobile phones.**

### **Admin Arrangements**

Due to social distancing, parents will be actively discouraged from entering the school building. Parents should ring or email to contact the school.

The email address to use is [admin@neasden.hull.sch.uk](mailto:admin@neasden.hull.sch.uk)

The school phone number is 791169.

### **Organisation**

- All children will be assigned to a pod consisting of pupils from their own year group, or in the case of key worker and vulnerable children, a mixed year group pod
- Pods will be small groups of children working with a teacher or a TA who will be working under the direction of a teacher
- Children may not be with their usual teacher.
- Siblings may not be kept together.
- Children will be assigned to a pod and may not be with their friends.
- Each of the pods will be kept separate from all the other pods in the school – they may have separate entrance, different start times and collection times.

### **Pods**

Classrooms will not look like the usual classroom environment.

The children in each pod will have to maintain strict social distancing:

- Desks will be placed 2m apart.
- Each child will have their own desk, chair and tray for all resources (paper, pencils, glue etc).

- There will also be social distancing between staff and pupils. There will be marked sections in each classroom to separate the children from the staff.
- All pods with soft furnishing will have these removed from the classroom as they are not easy to clean. All soft toys and equipment that is difficult to clean will be removed from the EYFS.
- Work will be completed on paper to lessen the need for people to touch things.
- Children must not bring in to school anything from home, such as books and pencil cases.

### Pods

Year Group	Classroom	Entrance/Exit	Teacher
FS Pod 1	Foundation Stage 1	Foundation Stage 1	Miss Leason
FS Pod 2	Foundation Stage 2	Foundation Stage 2	Mrs Day
Y 1 Pod 1	Y1 – Miss Gray	Y1 – Miss Gray	Miss Gray
Y1 Pod 2	Y1 – Miss Horner	Year 1 – Miss Horner	Mr Hoult
Y6 Pod 1	End door	End door	Miss Andrews
Y6 Pod 2	End door	End door	Miss Parkinson
Y6 Pod 3	Door after the hall	Door after the hall	Miss Spaven
Key Workers 1	Year 2	Year 2	Mrs Luckhurst/Mr Barker
Key Workers 2	Door after the hall	Door after the hall	Miss Lakin

### School Timings

Year Group	Start	Finish
FS 2 – Pod 1	9.10	2.20
FS2 – Pod 2	9.20	2:30
Y 1 – Pod 1	9.05	2.45
Y1 – Pod 2	8.55	2.35
Y6 – Pod 1	8.50	2.40
Y6 – Pod 2	9.00	2.50
Y6 – Pod 3	8.55	2.45
Key Workers 1	8.45	3.00
Key Workers 2	8:45	3.00

Please note that you will have a strict **10-minute time slot to drop your child off. If you are late the school will be unable to take your child for that day as we need to keep the amount of parents on site at any one time to a minimum and we are unable to take any late children through the reception.**

### **The Curriculum**

Unfortunately, due to social distancing there will be no assemblies, Year 6 prom, or leavers' assembly.

Normal teaching techniques will be changed in light of the new classroom organisation. The school will adapt the curriculum as best it can to teach basic skills. There will be a focus on well-being for all pupils.

Home learning packs and Purple Mash will be available for children not attending school.

### **Keeping in Touch**

Please use the school's website, Facebook and Twitter to keep up to date with any changes.

