



Plan & Guidance for Parents 9th November



‘Think, Create, Ask, Succeed’

Stronger together . . . every child in a great school

The school continues to follow advice and guidance from the DfE (Department for Education), PHE (Public Health England), Devon Local Authority and WeST (Westcountry Schools Trust) to ensure we remain vigilant and up to date on processes, protocols and updating parents. This updated guide explains our plans.

We want to explain all the measures we continue to put in place and to reassure you that we will do everything we can to ensure that the health and safety of pupils remains our top priority. Our planning will mean that your child/children can access school without concern. We will continue to monitor and update our plans, in line with the government guidance. Sherford Vale School has proactively and successfully managed the impact of the pandemic to date and wish for this to continue in the future.

After school Club

We are able to provide after school club (wrap around care) from 3pm-6pm daily. This will be situated either in the studio or the hall depending on numbers. There is a fee for this service and can be paid and booked via Parent Pay. Payment must be made in advance. Children will be split into their new bubbles – Nursery & Foundation, Year 2 & Year 2, Year 3 & Year 4, Year 5 & Year 6.

Attendance

It is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development. Those children with higher overall absence tend to achieve less in both primary and secondary school. School attendance will therefore be closely monitored again from the beginning of the autumn term. This means that from September, the usual rules apply.

If your child is unwell we recommend that parents, contact the GP in the usual way. Medical advice is available 24/7, please telephone 111. If your child is going to be absent from school, we ask that you contact the school in the usual way by telephoning school 01752 891795 or email: admin@plymouth.gov.uk.

Breakfast Clubs

Breakfast Club will continue and must be pre-booked and pre-paid via Parent Pay. Children will be split into the four bubbles, as above, and will be required to wash their hands on arrival and exit from the club. We are open 07:30-9:00 and this will be in the school hall.

Drop off zone will also be available from **08:30-08:45** daily from the front of the school. We will ensure that your child makes it to class at the correct time. There is no charge for this service. **From 8:45-09:00** you can drop off at the main entrance to help with siblings and work pressures.

An important change is that parents are requested to refrain from entering the school building to maintain social distancing. (New signage will be in place.)

Bubble groups

Each class/year group will be treated as a separate 'bubble', as much as possible, in order to reduce grouping children together and also to avoid contact between other groups. However each class is part of a larger bubble, consisting of two classes (as above). We aim to keep bubbles separate at lunch and playtimes, with new rotas and guidance in place, including zoning of areas. We will continue with staggered lunchtimes, minimising the number of children in the dining hall. Children will be sat in their year group bubbles within their larger bubble. In the playground class group bubbles will have designated places to play.

'Catch it, bin it, kill it' approach

We will be promoting good respiratory hygiene at all times. Children are encouraged to always carry tissues (this will be provided in all classrooms) and to sneeze or cough into a tissue, dispose of the tissue in a bin and then wash their hands as soon as possible. Contaminated waste will be double bagged and stored for 72 hours before disposal.

Classrooms

Classroom layouts have been adjusted to maximise the distance between all teachers and pupils. Where possible all desks will face forwards. (In Nursery and Foundation stage this is not appropriate.) Windows and doors will remain open as much as possible, to both eliminate people touching door handles and to keep classrooms well ventilated. Carpet time has been reduced in Nursery, Foundation and Year 1. Each classroom has cleaning equipment to regularly wipe down surfaces, door handles and equipment. Classes will remain in their class bubble for the majority of the day.

Children will have access to the toilets within their bubble **only** and will not be able to use any other toilets in the school.

Cleaning

Rigorous cleaning and disinfecting of classrooms and furniture will take place at the end of every day. Toilets are cleaned at the end of the day and also after lunchtime. This includes common touch points, such as door handles, light switches, taps and soap dispensers. Lunch tables are cleaned between sittings. Table top surfaces are also being wiped after lunchtime and any shared equipment will be cleaned with anti-bac wipes after use. All classrooms are cleaned thoroughly at the end of the day. There are a number of hand sanitisers in communal locations around the school.

Covid-19 Signs and Symptoms

We ask that if someone in the household has Covid-19 the child does not come to school.

Anyone who displays symptoms whilst in school will be isolated immediately and parents contacted. Anyone who displays symptoms can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website or ordered by telephone via the NHS 119. We ask parents to inform the school immediately of the test results. If someone tests negative they can stop self-isolating. If someone tests positive they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus infection' and must continue to self-isolate for at least 10 days from the onset of their symptoms. If positive, advice will be provided with guidance from PHE. The school is only required to notify parents of pupils affected and will update all as required.

- We know that children have already missed a lot of teaching time this year and understand that it is important to find the balance between identifying everyone who may be at a genuine risk of developing infection while not asking children and staff to self-isolate unnecessarily.
- The time when people who have tested positive for coronavirus (COVID-19) are infectious to others is from 2 days before the onset of symptoms to 10 days afterwards (or from 2 days prior to the date of their test to 10 days afterwards if they have had no symptoms).
- Only people who came into contact with the individual who has had a positive test result for coronavirus (COVID-19) during this time need to be advised to self-isolate.

Covid-19 Testing

Testing facilities are available at our nearest NHS testing centre which is at Derriford. NHS testing is now available to anyone in the UK that is showing COVID-19 symptoms, including under 12s. If a child displays symptoms, they will be required to take a test.

Communication

We will continue to communicate via Teachers2parents, Facebook, Newsletters, website, Class Dojo and Tapestry. It is really important that we have correct and up to date information. Please could you inform the office if you have changed your number or moved so that we can update our systems. Communication is key for smooth operations and keeping you up to date with the ever changing guidance and systems.

Extra-Curricular Clubs

RugbyTots, Eolas+ and Saints South West will be running after school clubs but will only be for one key

stage/bubble at a time- this will be specified on the letters which will be sent out. Teachers are currently not expected to run any clubs beyond the school day. Any external users of the school site have been cancelled.

Face Masks

All staff, unless exempt for medical reasons, will be expected to wear face coverings in all communal areas. This will include – corridors, staffrooms, staff toilets and whilst undertaking duties at break/lunch times in enclosed spaces such as dining halls or in a classroom, if this is not their bubble base. However, even with face coverings in use, appropriate social distancing and hand sanitisation should still apply. Face coverings are not expected to be worn in the classroom by staff or pupils, however staff or pupils may choose to do so. At this stage primary pupils are not expected to wear face masks in school but may wish to do so in communal areas. Please note that if a pupil chooses to wear a face mask and it becomes wet or uncomfortable, or is regularly fiddled with/removed this arrangement will need to be reviewed. Pupils must not swap face masks with other children.

Hand Sanitiser

Hand sanitiser is available on entry to the school and within each classroom. Additional sanitiser is available along the school corridor, hall and reception area. All visitors and staff on the site will be required to use anti-bacterial hand sanitiser.

Hand Washing

Thorough hand washing routines will be implemented throughout the school day. All visitors to the site will be required to use anti-bacterial hand sanitiser. Pupils will be asked to sanitise their hands when they arrive in school, and wash during play time, before and after lunch time and prior to returning home. Hand washing facilities are available in all class bases. (Children's hand can become dry/sore – therefore please provide your child with their own, labelled, hand moisturiser if required.)

Home Learning

Over the last few months, school has shown that it can deliver home learning to a very high standard while the school has been closed. The Class Dojo platform has been well received by parents and children. We are looking to continue this and children can still earn Dojo points for their efforts. This is also a quick communication tool to contact the class teachers, TAs and Headteacher directly. For any child or group self-isolating, home learning will continue through Class Dojo.

Learning

All learning will take place in a child's own class bubble and will not be mixing with other bubbles. DfE guidance states that ideally adults should maintain a 2m distance from each other, and from children. We know that it is not always possible, particularly when working with younger children, but if adults can do this when circumstances allow, it will help. Schools have been advised to minimise visitors on site, to those only deemed necessary. However, when appropriate, socially distanced meetings will take place with the guidance that is current at that time.

Lunch

Hot meals continue to be available to order from the school kitchen with a varied menu. Timings of each bubble in the dining hall will be staggered, with bubbles within **key stage** bubbles being kept separate from each other. Tables will be wiped after each year group. There will be a one-way system to enter and exit the hall, and around the school, in order to avoid creating busy corridors. Children briefly passing in the corridor or playground is low risk, according to all guidance. Playground time and where the children are playing are also timetabled to stop cross contamination of bubbles as much as possible. There are designated zones for children to play within their bubble.

Playground Equipment

We will restrict the number of children playing on equipment at any one time. The equipment is cleaned after each bubble has used it. We ask parents to refrain from allowing their child/children to play on any of our outdoor equipment before and after school so that we are able to maintain bubble hygiene and safety.

School Uniform

From September, we expect all pupils to wear normal school uniform. 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. Please see the school website for details of our school uniform policy.

Social Gatherings

In order to avoid social gathering whilst dropping off or collecting your child, we ask parents to socially distance from each other and avoid waiting in groups. We are aware that this is not always possible due to site restrictions and therefore advise parents to wear masks at these times and when on the school site. Please adhere to ONE parent only to drop off/collect children.

DfE guidance recommends for groups/bubbles to be kept apart, meaning that schools should avoid large gatherings such as whole school assemblies. We will find creative ways to still share learning and performances with you.

Time to arrive	Year Group	Collection time	Entrance/Exit
8:30	Year 1 and 2	15:00	Car park-Classroom
8:45	Year 3 and 4	15:10	Bottom gates- Playground
Soft opening 8:45-9:00	Nursery and Foundation	12:00 Week 1 15:00-15:15 From week 2	Car park- Foundation/EYFS classroom.
9:00	Year 5 and 6	15:15	Bottom gates- Playground

Breakfast club remains available from 7:30-9:00 and can be paid for via Parent Pay. Children will be split into their smaller bubbles with appropriate activities set.

Drop off zone is also available from 8:30-8:45 at the front of the school. After 8:45 children can be dropped off at the office. Unfortunately we cannot permit parents access to inside the building unless there is an urgent need.

Temperature Checks

We ask parents to check their child's temperature every morning before coming to school and once again after coming home at the end of the day. Should children feel unwell, school has digital infrared temperature checking facilities.

Trips and Clubs

Fortunately, the size of the school provides adequate space for healthy exercise at a safe distance from others. There will be no, additional, extra-curricular activities in order to avoid 'mixing the bubbles' with the exception of current external providers. (Details via letters sent out.)

In order to keep the entire school community safe, we will do everything we can to reduce contact between people and avoid large groups congregating together. Sports and activities will be conducted in such a way as to remove points of contact as much as possible.

Visitors

Updated protocols on visitors to the school building are in place, including Track and Trace. Our locked car park and secure gates restrict access to visitors from outside the school. All necessary visitors (school nurse, educational psychologist, sports coaches etc.) to the school will be required to follow our COVID 19 procedures. Unfortunately, no parents will be allowed inside the school building; coming onto the school site without an appointment is not permitted. Please call or email the office if you need to make an appointment. All 1:1 parent visits will be in the meeting room and masks will be required. (The school has spare masks should these be required or forgotten.)

Worried or anxious?


We recognise that good mental health is essential for pupils to thrive in school. Many of our teaching assistants are trained to support children's emotional needs and we have ELSA support interventions. Where appropriate we are able to request support from our multi-agency support team (MAST) and our Educational Welfare Officer (EWO), however we are aware that these agencies may be in high demand.

We also have a PSA (Parent Support Advisor) who will be available to support parents in a number of ways and also pinpoint support to help with your anxieties, mental health and wellbeing. Look at our website to see our new PSA page for more information.

I hope you have found this information booklet helpful. Please do not hesitate to contact admin@sherfordvaleschool.co.uk if you have any questions (please also use this email for the Interim Headteacher Mrs Susie Evans) or class teachers via Class Dojo Pages.

Thank you for taking the time to read this Guidance.

There are three simple actions we must all do to keep on protecting each other

-  **Wash hands**
keep washing your hands regularly
-  **Cover face**
wear a face covering in enclosed spaces
-  **Make space**
stay at least 2 metres apart - or 1 metre with a face covering or other precautions



Public Health
England

Staff or children with suspected or confirmed COVID-19?

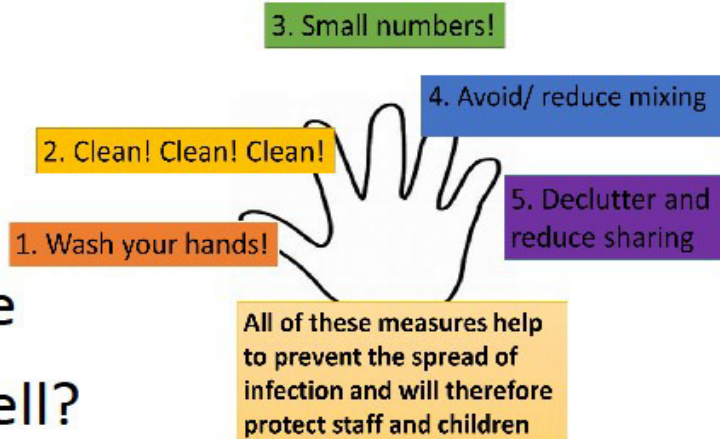
A new continuous cough?

OR

Fever?

OR

Loss or change
in taste or smell?



Isolate and test!

Call 119 or use NHS online portal

**FOR A
SUSPECTED OR CONFIRMED CASE**
Contact your local
Health Protection Team (PHE) on
0300 303 8162 or swhpt@phe.gov.uk

CATCH IT

Germs spread easily. Always carry tissues and use them to catch your cough or sneeze.



BIN IT

Germs can live for several hours on tissues. Dispose of your tissue as soon as possible.



KILL IT

Hands can transfer germs to every surface you touch. Clean your hands as soon as you can.

