

Purbrook Junior School

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Headteacher: Mr C Williams

DREAM BIG!



Respect - Team - Achieve

17th July 2020

Dear Parents / Carers

SCHOOL ARRANGEMENTS FOR SEPTEMBER 2020

Further to my recent issues of the Purbrook Post we have been busy planning for the return of all children on Monday 7th September 2020 and are now in a position to share the arrangements with you.

The Government have made it clear that they expect all children to return to school in September. They state that *“Given the improved position (COVID-19), 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). We are therefore, asking schools to prepare to welcome all children back this autumn. While coronavirus (COVID-19) remains in the community, this means making judgments at a school level about how to balance and minimise any risks from coronavirus (COVID-19) with providing a full educational experience for children. Every school will also need to plan for the possibility of a local lockdown and how they will ensure continuity of education.”*

Schools have a System of Controls and actions that they must take. They are grouped into ‘prevention’ and ‘response to any infection’.

Prevention:

1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
2. Clean hands thoroughly more often than usual
3. Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach
4. Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
5. Minimise contact between individuals and maintain social distancing wherever possible
6. Where necessary, wear appropriate personal protective equipment (PPE)

(Numbers 1 to 4 must be in place in all schools, all the time)

(Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances)

(Number 6 applies in specific circumstances)

Response to any infection:

7. Engage with the NHS Test and Trace process
8. Manage confirmed cases of coronavirus (COVID_19) amongst the school community
9. Contain any outbreak by following local health protection team advice

(Numbers 7 to 9 must be followed in every case where they are relevant)

Decision Making:

- School attendance becomes mandatory again at the start of the autumn term 2020. The School Attendance Policy (available on the school website) will be fully implemented and the usual rules on school attendance will apply
- My priority commitment to children and staff is to safeguard to the best of my ability – risk assessments have been carried out in my decision making
- The school governors fully support my priorities and decision making

Return to School – Practicalities and Safety – in response to the system of controls shown above

1. **Any individual (staff or child) who has coronavirus (COVID-19) symptoms, or who have someone in their household who does, MUST NOT attend school**
2. Purbrook Junior School will follow the guidance from Public Health England (South East Health Protection Team) in response to any infection or potential infection
3. School reopens to all children on Monday 7th September 2020 (Thursday 4th and Friday 5th September are INSET DAYS and school is closed to children on those days)
4. Children will remain within their year group 'bubble' at all times during the school day.
5. Each year group will have allocated start and finish times – these are staggered at 10 minute intervals to enable social distancing. Please ensure that your child arrives during their allotted time slot (see below)
6. Any children arriving at school late will need to report to the school office, where they will be registered and then escorted (externally) to their classroom door
7. **Each year group will be asked to enter and exit the school grounds through either the pedestrian entrance (by the staff car park) off Aldermoor Road East or via the gate on the playground opposite the pond off Westbrook Grove. Please do adhere to these arrangements (even if it means you have to walk a little further than usual) as they are in place to help ensure everyone's safety. It is important that we maintain social distancing on the way to and from school as well as on the school site.**
8. **Under no circumstances** should our parents/children be using the Infant School entrances/exits as this will compromise both ours and the Infant school's bubbles
9. Where possible please encourage your child to enter the school grounds alone, or with 1 member of the family to keep the number of people on the school site to a minimum.
10. At the end of the school day:
 - a. Year 3 and Year 4 children will be taken to the playground to be collected by their adult. Parents arriving to collect their children should do so at the allotted time – please do not arrive early. Parents waiting on the playground should maintain social distancing at all times. Please do not congregate outside classroom doors
 - b. Year 5 and Year 6 children will be dismissed from their classrooms at their allotted finish time. There is insufficient space for parents to wait outside these classrooms. If you collect your child, please make arrangements to meet them at a pre-arranged location – depending on the age of your child, you may chose a location outside the school site
11. There will be **no** breakfast club or after school clubs available to any children for at least the first two weeks of term. We are hoping to offer this provision from 21st September, however this will depend on further risk assessments and the impact the provision may have on our year group bubbles. This provision will be for the children of Purbrook Junior School only. Please note that if you have submitted a registration form, your place is guaranteed and you will be contacted in due course. I appreciate that this will be an inconvenience to some of our parents, and I do apologise for this, but I am not prepared to open our wrap-around care until I can guarantee its safe operation for all members of the school community

12. In the classroom, children will be sat side by side and facing forward and all unnecessary furniture has been removed
13. Staff will share safeguarding expectations with children regards social distancing and the importance not to touch staff or their peers where possible
14. Children will wash/sanitise hands upon arrival at school and at set times during the day (in addition to any visits to the toilet)
15. The school will continue to ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach. All classrooms have specific tissue bins provided
16. School meals can be provided as usual. Payments for school meals must be done on-line (the school is unable to accept cash or cheque payments at this time). If you are unable to pay via your ParentMail app, then please telephone the school office where a payment can be taken over the phone
17. It is recommended that packed lunches are provided from home in disposable bags (to limit the carriage of items to and from school)
18. Children will eat in their classrooms. The children will be supervised by the Lunchtime Supervisors. Lunchtime and break-times are staggered and areas set aside for each year group bubble. We have zoned the outside areas.
19. The kitchen will be unable to provide tuck at break times, so please ensure that your child has a suitable healthy snack for the morning.
20. Children will enter and leave their classroom via the external classroom door where they will be met by their teacher. They will not be able to enter the school via the double doors or via the school office. You will be sent a separate plan showing the route to your child's classroom
21. Children will be provided with individual named resources which will remain in school and only be used by them
22. Any shared equipment (such as IT) will be cleaned/sanitised after each use
23. Children are expected to wear school uniform (except for the wearing of PE kit on PE days). Any coat worn by the child will be hung on the back of their chair and not on their usual 'peg'.
24. Children will need to come in to school wearing their PE kit on the following days:
 - a. Year 3 – Wednesday and Friday
 - b. Year 4 – Tuesday and Thursday
 - c. Year 5 – Tuesday and Thursday
 - d. Year 6 – Monday and Friday
25. Children need to have a named water bottle in school, which must remain in school at all times. Please note that the school does not have a supply of water bottles for sale – you will need to find an alternative source
26. Children must not bring possessions (toys, pencil cases, etc) into school from home
27. All classrooms have hand sanitiser available
28. The school will also have floor markings to encourage children to maintain distances and allow children to move within the building safely
29. Signs around the school will encourage regular handwashing, social distancing and 'catch it, bin it, kill it'
30. Hampshire Music Service will continue to provide both class teaching of music and peripatetic instrumental tuition (using their own strict risk assessments). The Mary Rose Suite, which is used for music provision, will be cleaned/sanitised between use of different year group bubbles. Any shared resources (i.e percussions instruments) will be sanitised between use
31. The school will not be utilising outside sports coaches during this period
32. The use of supply teachers (in the event of teacher sickness) will be used to facilitate the normal running of the school

Start and Finish Times

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| Year 3 | Access to the school site – pedestrian gate opposite the pond on Westbrook Grove Arrive between 8.35 am and 8.45 am – children straight into classroom door (please see attached map) Finish time 3.10 pm |
| Year 4 | Access to the school site – pedestrian gate opposite the pond on Westbrook Grove Arrive between 8.45 am and 8.55 am – children straight into classroom door (please see attached map) Finish time 3.20 pm |
| Year 5 | Access to the school site – pedestrian gate next to the staff car park on Aldermoor Road East Arrive between 8.45 am and 8.55 am – children straight into classroom door (please see attached map) Finish time 3.20 pm |
| Year 6 | Access to the school site – pedestrian gate next to the staff car park on Aldermoor Road East Arrive between 8.35 am and 8.45 am – children straight into classroom door (please see attached map) Finish time 3.10 pm |

Despite all of the conditions put in to place, I cannot guarantee you that children will socially distance on all occasions; I can only assure you that the conditions I facilitate encourage this and the children will be supported and reminded of this regularly.

I recognise that many children will be anxious about returning to school. Please share the contents of this letter with them and talk to them about the importance of social distancing within school. They will be returning to a school routine, but it will be very different. I have no doubt that they will be excited to see their friends and teachers, but we all must stay vigilant.

Year 3 Children – Monday 7th September 2020 – Special Arrangements

We appreciate that Year 3 children may be particularly anxious about starting Purbrook Junior School in September. Whilst every effort has been made to speak to the children (via zoom meetings and assemblies) it will still be a daunting prospect to start at a new school.

In light of this, on Monday 7th September, our Year 3 teachers will be out on the playground with myself and Mrs Maxwell to welcome the Year 3 children to our school. The children will be escorted from the playground to their classroom by their class teacher. After this day, the children will need to enter the school via their classroom door.

The school office will be open from September, but we ask that only 1 person enters at a time, and for the safety of our staff and to maintain social distancing, please remain behind the floor markings. Admittance into the school will be restricted and only permitted for a pre-arranged appointment. If you do need to contact the school, please do so via telephone or email (adminoffice@purbrook-jun.hants.sch.uk) if you are able to. If your child falls ill during the day and you are requested to collect them, this can be done via the school office.

Please ensure that the school has your correct contact details. It is vitally important that we are able to contact you in an emergency. Please ensure that you have your email address and mobile phone registered with ParentMail (the set up process on ParentMail for Year 3 parents will commence in early September – please check your spam email regularly). For parents without access to ParentMail, the school website will be kept up to date with the latest return to school information.

These arrangements will remain in place until such times as advice from the Government changes.

If your child (or another family member) is showing any signs/symptoms of Coronavirus they MUST not come to school. Please follow the latest Government guidance on self-isolation.

Thank you for your continued support. Please give my very best wishes to your child too. We all look forward to seeing you in September. In the meantime if you have any questions or queries, please email adminoffice@purbrook-jun.hants.sch.uk (please note that this email address will only be monitored sporadically during the holiday period).

Yours sincerely

A handwritten signature in black ink, appearing to read 'C Williams', written over a light blue horizontal line.

Mr C Williams
Headteacher