

Altham St. James' CE Primary School

It is our intention to reopen the school to all pupils, on a full-time basis, from 3rd September. We are really happy to be welcoming all children back and it is our aim to keep things as normal as possible. However, our priority is the health and safety of our community and our re-opening plan is based on the guidance from the UK Government.

This plan may be adapted as we receive more information.

Thank you for your support. If you require clarification about any of the points detailed below, please contact:

head@altham.lancs.sch.uk

Guiding principles:

1. To prioritise the safety and health of children, parents and staff;
2. To minimise the risk of transmission and infection;
3. To strive to provide the best education we can for the children.

Organisation:

The Government have said that all children must be back in school, on a full-time basis, from September. School will reopen on Thursday 3rd September. The new reception pupils, have received their start dates in a separate letter.

Guidance recognises that children (especially the youngest) cannot socially distance, and when this is the case, consistent groups reduce the risk of transmission.

In order to safely place the children across the school, the following provisions will be made:

Collection and drop-off of children:

- Pupils will be dropped off and picked up from school by one person
- Parents/carers are requested not to enter school unless absolutely necessary and by appointment only. When it is necessary for parent/carer to enter the school building they will be instructed to follow handwashing and social distancing guidelines
- Parents and children are politely asked to have minimal contact when dropping off and picking up. It is imperative that parents leave the site as soon as their child is safely in school to facilitate safe social distancing.
- Children will enter and leave school via separate entrances, the doors of each classroom will open at 8.50 and pupils can be **dropped off** between 8.50-9.00:
 - Reception- EYFS playground into the new modular classroom
 - Years 1 & 2- lower playground into the infant classroom
 - Years 3 and 4- through the junior stockroom into the junior classroom
 - Years 5 and 6- through the main entrance into the group room

- **Breakfast Club** will be available from 8.00 am. Children will enter via the double doors fire exit straight into the hall. Infant and junior pupils will be kept separate as much as possible
- All entrances will be signposted.
- Children to wash their hands, in their classroom, as soon as they enter school
- Children to wear uniform. This should be changed when they get home and if possible washed for the next day
- Strict **toileting** and handwashing provision to be put into place
 - EYFS- Modular classroom toilet
 - Years 1 & 2- Girls toilets
 - Years 3 & 4- Boys toilets
 - Years 5 & 6- staff toilet
 - Staff- ACCESS wc

A system of one-in, one-out will operate with the toilets. Children will be taught to stand outside if there is another child in the toilet when they arrive.

- All teachers and other staff can operate across different classes and year groups, but will keep 2m distance from pupils and other staff as much as they can, avoiding close face to face contact and minimising time spent within 1 m of anyone
- Doors will be opened for pupils to be **collected** between 3.15-3.25
- **After school club** will operate from the modular classroom but will be outside as much as possible
- **Lunchtime:** For the first week a packed lunch will be provided for all children on school dinners. From the 14th September, a hot meal will be provided. There will be two dinner sittings, juniors and infants.
- Infants and junior pupils will be separated during **break time** and encouraged to keep within their teaching groups as much as possible. Juniors will exit via the yard door and use the upper yard, adventure playground and field. EYFS, Y1 and Y2 pupils will use the EYFS playground and the lower yard
- Drink bottle to be kept on the child's desk
- 2m social distancing rule will be adhered to as far as possible, at all times
- Children to have their own stationery sets provided by school
- First aid to be administered in each classroom. PPE equipment and first aid kits are in each room.

Government advice states that, staff members and parents/carers need to be ready and willing to:

- [book a test](#) if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5

- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- [self-isolate](#) if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)

Parents and staff to need to inform school immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- if someone tests positive, they should follow the [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#) and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.
- If a pupil displays symptoms in school their parent/carer will be required to take them home. Where this is not immediately possible, the pupil will be placed in a separate room until they can be collected, whilst being mindful of the individual pupils' needs;
- Ideally, a window will be opened in the room for increased ventilation;
- If it is not possible to isolate the pupil e.g. if it causes them undue distress or they need to remain under adult observation, an assessment will be carried out to see whether it is sufficient to move them to an area which is at least 2 metres away from others;
- If an individual (adult or child) showing COVID-19 symptoms, needs to use the bathroom while waiting to go home, they will use a separate bathroom if possible. The bathroom will then be cleaned and disinfected before being used by anyone else

Library: Only staff will access books from the library. These will be wiped before they are returned.

Corridors: Only children and staff from one group may move along any corridor at one time. No one should gather in the corridor.

Classroom organisation:

Although it will not be possible to maintain distance between each child and staff at all times, especially with the younger children, every effort will be made to do so.

If approaching a child at their desk, it is recommended that staff approach children from behind them to reduce the risk of particle transmission.

Staff are encouraged to remain standing when speaking to children to prevent their faces being close to children's faces.

Tables will be arranged with pupils facing the front.

Provision of education:

- Our aim is to provide an ambitious and broad curriculum in all subjects from the start of the autumn term, using existing flexibilities to create time to cover the most important learning missed and to provide intervention where necessary.
- We will prioritise the most important components for progression rather than removing subjects.
- Homework and reading books will be sent home.
- We will follow the guidance offered regarding physical education and steps to manage the additional risk of infection in arts subjects where individuals are singing, chanting or shouting, including limiting group sizes to 15 and using the outside environment.
- Ofqual is [consulting on modifications to examinations in 2021](#) to reflect lost learning opportunities because of C19; primary assessments will take place in 2021 as normal. We will take this into account when further guidance is provided.
- Risk assessments are in place and will continue to be updated in line with any new guidance.