



*Returning to school  
September 2020*



Ready,  
Respectful,  
Safe



## **Current guidance**

The Government guidance released on 2<sup>nd</sup> July 2020 and updated on the 7<sup>th</sup> August 2020 provided us with a context for their decision to request all schools to open to all children from September and issued guidance for schools to adhere to and manage when opening. The guidance issued can be found in full on the government website at this address <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

At St Cuthbert's Primary we have been working hard on our plans for a full reopening ensuring that we:

- fulfil the expectations required of us
- ensure that the safety of everyone is paramount in all our decisions and actions
- continue to provide a high quality, well balanced curriculum to best support our pupils in their education.

## **Keeping children and staff safe**

All schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Essential measures include:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school, wherever possible, and minimise potential for contamination so far as is reasonably practicable

All schools have been provided with a set of actions to 'prevent' and 'respond to infection' which are summarised below:

### **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. Parents are asked not to send their child to school if they have symptoms of COVID-19. Children or staff who display symptoms will be placed in isolation and be sent home. Anyone who has symptoms is required to self-isolate and to get tested. If they test negative, they can return to school.

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance> and <https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested> for further information.

2) Clean hands both with water and soap and with sanitiser thoroughly and more often than usual. There are hand sanitiser points in every classroom and in other places around the school especially those areas of high traffic. Regular hand washing will be built into the daily routine of school. **Parents are not allowed to send their child with personal hand sanitiser as the ones in school are ones we know are effective in killing the virus and also have been COSH assessed.**

3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach. All classes have a bin with a lid and tissues should be placed in this bin specifically.

4) Introduce enhanced cleaning, including cleaning frequently touched surfaces often. This is already in place from last term. Enhanced cleaning happens after school every day and there is additional cleaning of key areas and surfaces during the day too. Resources used by more than one bubble will be cleaned in between use or equipment will be quarantined.

5) Minimise contact between individuals and maintain social distancing wherever possible. The guidance makes clear schools must do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum. The overarching principle is to reduce the number of contacts between children and staff (the later as much as possible) by keeping groups separate (in 'bubbles') and / or through maintaining distance between individuals. We also need to consider reducing contact between parents and staff before and after school and procedures outlined below have been put in place to allow for this. Both measures will help, but the balance between them will change depending on specific circumstances.

### **Response to any infection:**

1) Engage with the NHS Test and Trace process:

We are required to provide to NHS Test and Trace the names and contact details of anyone in – or who worked with - a bubble with a confirmed case of COVID-19.

2) Manage confirmed cases of coronavirus (COVID-19) amongst the school community:

We will contact the Local Authority and Public Health if there is a confirmed case of COVID-19 in the school. They will also contact us directly if they become aware of someone who has tested positive for coronavirus (COVID-19) and has attended the school and will guide us through the actions we need to take. This may include sending home those people who have been in close contact with the person who has tested positive and advising them to self-isolate for 14 days. Household members of those sent home do not need to self-isolate themselves unless the child or staff member who is self-isolating subsequently develops symptoms.

If someone in a bubble who has been asked to self-isolate develops symptoms themselves within their 14-day isolation period they should follow <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance> and get a test. If the test is negative, they must remain in isolation for the remainder of the 14-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days. If the test result is positive, they should inform the school immediately, and must isolate for at least 10 days from the onset of their symptoms (which could mean the self-isolation ends before or after the original 14-day isolation period). Their household

should self-isolate for at least 14 days from when the symptomatic person first had symptoms. Testing is available to anyone who has symptoms of COVID19, whatever their age. Tests are free and can be requested through a single portal on GOV.UK. Any child who is required to self-isolate will be provided with remote learning.

3) Contain any outbreak by following Public Health and Local Authority advice: If we have two or more confirmed cases within 14 days or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, we may have an outbreak, and we will continue to work with the appropriate bodies. In some cases, Public Health may recommend a larger number of other pupils self-isolate at home as a precautionary measure – perhaps the whole site or year group. In consultation with the local Director of Public Health, where an outbreak in a school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive. Testing will first focus on the person’s class, followed by their year group, then the whole school if necessary, in line with routine public health outbreak control practice.

### **Quarantine after Overseas Travel**

The government is advising against all non-essential travel to certain countries based on the current assessment of COVID-19 risks. People returning from those countries to the UK are required to self-isolate for 14 days. If you have travelled (or will be) overseas after 18 August, it is essential you check the Foreign and Commonwealth Office's (FCO) website (<https://www.gov.uk/foreign-travel-advice>) to find out whether you are required to self-isolate. If you are, your child **MUST** stay away from school for 14 days from first day of your return to the UK. Any child who is required to self-isolate will be provided with remote learning.

### **Updating Contact & Other Information:**

In September, it is your responsibility to contact us with any changes to your contact details and make sure we have up-to-date telephone numbers on file in case of emergencies and for NHS Test and Trace. We are also required to have a secondary (back-up) contact for every child in case we are unable to get hold of the primary contact. In most cases, the two contacts will be the child’s parents, but other options include grandparents, other family members or family friends. We will be creating a register of children and parents classed as ‘clinically extremely vulnerable’ (i.e. those who had been told to shield up to the end of July). We will hold this information so we can act quickly to inform you and / or pre-emptively isolate children should there be a suspected or confirmed case of COVID-19 in school. The information will be held confidentially and it is entirely voluntary whether you tell us or not. We will also be updating our list of ‘Critical Workers’ in case of a local outbreak and the school is ordered to close to all students again. As before, we would remain open to children classed as ‘vulnerable’ and to those who have at least one parent classed as a ‘Critical Worker’ unless government advice is different or changes.

### **Sunderland – Local Outbreak Plan:**

If Sunderland were to see a spike in infection rates resulting in localised community spread, appropriate authorities will decide which measures to implement to help contain the spread. This might include a ‘local lockdown’ (as has happened in various parts of the UK). If

this were the case we will provide remote learning for individual or groups of self-isolating pupils.

### **Attendance:**

As you will be aware, the government has re-applied attendance regulations from September and all children are expected back in school. All children will be welcomed back to St Cuthbert's Primary School from Wednesday 2nd September and attendance is mandatory and consequently, attendance will be monitored. EYFS have a slightly different start to children in KS1 and KS2 and this has been communicated separately with parents.

We support the government here which notes:

- *parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;*
- *schools' responsibilities to record attendance and follow up absence;*
- *the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct.*

### **Shielding children**

Shielding advice for all adults and children was paused on 1 August. Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, please contact a member of the SLT team and we will work with you to support your child the best possible way we can.

### **Class and Phase 'Bubbles'**

As per the requirement of the government, children have been placed in bubbles with allocated classrooms, areas on the yard and field, toilets and equipment. These will predominantly be class bubbles but for purpose of i.e. sharing of toilets, interventions and for staggered starts and finish times, these will be extended to phase bubbles:

Key Stage 1 – Year 1 and Year 2

Lower key Stage 2 – Year 3 and Year 4

Upper Key Stage 2 – Year 5 and Year 6

Early Years Foundation Stage (Reception and Nursery) will operate as a whole bubble due to the nature of their provision.

For the majority of their time in school the children will be in their own class bubble with as much as possible their own teacher and support staff. This will *'make it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible'*.

### **Staggered start and finish times:**

In order to avoid children from different year groups mixing and to prevent and minimise congestion of adults in the car park and other areas on the site, we will be operating a staggered start and finish to the school day as shared at the start of the holidays. We recognise this will be an inconvenience but safety must come first.

Please note the drop off and collection times for all classes below.

Year Group	Drop off	Collection
Nursery	8:30 am (for 30 hrs and 15 hrs am) 12:30 (for 15 hrs pm) Dropped off at Nursery Doors	11:30 (for 15 hrs am) 3:30pm (for 30 hrs and 15 hours pm) Collected at Nursery Doors
Reception	9:00 am Yard gate in main playground	3:00pm Yard gate in main playground
1 and 2	9:00 am Main office door	3:30pm Main office door
3 and 4	8:45 am Main office door	3:15pm Main office door
5 and 6	8:30 am Main office door	3:00pm Main office door

Children in Year 1-6 are to be dropped off at the **main office door**. Reception parents should take children **onto the main playground** and will be met by staff there and Nursery should go to the **Nursery door**. Please line up in and orderly queue maintaining appropriate social distancing. Only 1 parent is allowed on site and we would encourage and appreciate it if adults wear face masks.

If you have siblings in multiple year groups they are to be dropped off with the earliest child's drop off and collected at the latest child's collection time ensuring children don't mix and social distancing is maintained.

**\*\*Please note we will review the collection arrangements regularly in September to ensure they are working effectively and we are happy with the safety precautions in place. Please be aware we will make amendments to timings and locations if we feel it is necessary.**

### **Before Your Child Leaves Home in The Morning**

Please check for any of the following symptoms

- a high temperature
- a new, continuous cough
- a loss of, or change to the sense of smell or taste

If any of these symptoms are evident **do not send them to school**, contact our absence line on 01915285094.

Government advice must be followed, it can be found here:

[https://www.gov.uk/coronavirus?gclid=EAlalQobChMI\\_tzDMvd6QIVxbTtCh3s\\_QgYEAAYASA AEgKB4fD\\_BwE](https://www.gov.uk/coronavirus?gclid=EAlalQobChMI_tzDMvd6QIVxbTtCh3s_QgYEAAYASA AEgKB4fD_BwE)

### **Travel to and from school**

In accordance with our current risk assessment we encourage parents, staff and pupils to walk, use a scooter or cycle to school if at all possible (unfortunately scooters and bikes

cannot be left on the premises so will need to be returned home). Children and families should ensure they are following social distancing guidelines whilst travelling to and from school.

Face coverings are required at all times on public transport (including for children, over the age of 11).

### **Procedure for entrance and exit to school:**

**All children** must come accompanied by **1 adult only**. This must be adhered to, to avoid too many people on the premises at any one time and to ensure children are not mixing with children from other classes (this will be reviewed at a later date for children who would normally walk to school alone).

All vehicles must be parked in the top car park and children must be walked down to school. Parents should ensure that they and their children adhere to the 1-2m social distancing rule. To help parents, markings (footprints) have been put on the pavements leading to the Office, Playground and to the Nursery area.

Although we cannot enforce this we would ask that adults wear masks whilst on school premises as this will further reduce risks to our families. **We are not encouraging any parents to come in to the school building, however in exceptional circumstances if you are asked to come into the school building you MUST have a facemask on or entry will be refused.**

For the first couple of days staff will be on hand to guide you. You **must arrive promptly for your allocated time slot** as each bubble's arrival and collection time will be staggered to avoid congestion and mixing of children within different bubbles. Please wait in an orderly queue ensuring your child/children stay with you at all times. Please do not cross the line in front of the main entrance and nursery gate.

Children will be greeted at the doors by their teacher/teachers and will be asked to sanitise their hands upon entry and exit to the school.

For the meantime the office will be closed to parents between 8:00am-10:00am and from 2:00pm onwards. Any conversations must be had over the phone. **Please do not engage in any conversations with teachers at the doors.**

The children need dropping off quickly. Parents are asked to leave immediately following the markings on the opposite side to entry whilst adhering to social distances and without stopping to engage in conversations with other adults. We also ask that conversations are not had in the car park to allow for the next bubble parents to arrive. If you arrive early please stay in your car until your allocated time.

**Please do not bring your child down at any other time than the allocated as you will risk mixing with other groups.** If you miss your collection or drop off time please contact the office who will advise you of a safe time to bring your child to school.

### **What to bring to school & what will be allowed home:**

We are limiting the amount of items transported between home and school to avoid any cross contamination. Therefore the following rules must be followed:

Children must bring their own clean filled water bottle to school on a daily basis which is named and must be kept on their allocated desk every day. All pupils should have their own school water bottle that is untouched by other children or staff.

Children should dress appropriately for the weather - they can bring their own coat and a sunhat if needed. We would encourage that sunhats are left in school on their allocated pegs.

Children must have suncream on before they come to school (please try and purchase sun creams that last for 8 hours plus to ensure children are safe in the sun). Where suncream needs reapplying please send in a labelled bottle to school which we will keep. Where possible we will encourage children to apply their own cream under supervised direction.

**No school bags, mobile phones/ IPADS or footballs or any other personal equipment are allowed to be brought into school.** We will review this as the term progresses and if there are any changes we will notify you of this.

We ask where possible that you use the school meal service. This can be paid online at a cost of £2.20 per day on the council website (there is a link on our school website that will take you there). We ask, that as much as possible, you use online services to pay rather than send in money. If you must pay by cash then we ask you to send the **exact money in a sealed envelope with your child's name, class and amount enclosed**. We will not be able to give any change back to parents. We are offering a hot or cold picnic lunch that can be eaten, weather permitting, outside without utensils and plates. Where weather doesn't permit this the children will eat inside the classrooms with the exception of Nursery and Reception who will eat in the canteen.

We ask that packed lunches are brought in disposable paper bags and only send in items that can be disposed of in school as we will not be allowing items to be sent home to avoid any chance of cross contamination. If your child is in Reception, Year 1 or Year 2, your child will be entitled to universal free school meals so will not need a packed lunch or payment. Each day when we register your child we will take either their preference for the hot or cold options for lunch. If parents are unsure about whether they are entitled to free school meals and need to pay or not they should contact the school office. We are aware that many families' situations have changed due to the COVID-19 pandemic and therefore if you could now be entitled to free school meals and the pupil premium funding please contact the school office and we will support you with this.

Children will not need to bring their PE kits in to school as we will be asking children to come dressed in their PE kits on their allocated PE days and this will be communicated to you by their individual class teachers. On your child's allocated PE day/s we ask that all children come in dressed in their PE kit (white t shirts, blue or black shorts and trainers) as the

communal changing rooms will be out of use. Children can wear navy or black tracksuit bottoms on colder days with their school jumper.

Children should not bring their own pencil cases/ equipment in as school will be providing all children with their own.

Reading books should be brought in on allocated days and these will be quarantined before new ones are given out.

We will be looking at trying to purchase some online subscriptions to minimise the need for books to be sent home for homework. Further information on this will follow.

Current guidance states children in primary should not wear a masks. We are following this advice and will not be allowing children to wear masks in school. We will obviously review this as and when guidance changes.

### **What to wear to school:**

Children are expected to wear their school uniform/summer uniform for school. Parents should follow normal cleaning routines – nothing additional needs to be done.

If your child is prone to having accidents in school please speak to their class teacher who will allow a spare set of clothes to be sent in for that child. For any unexpected accidents in school we will provide a change of clothes.

### **Playtimes and Lunchtimes**

Lunchtimes and breaks will be staggered to ensure children are not mixing in their bubbles and all children can have a designated area on the yard/field.

- Outdoor equipment has been limited to equipment that can be easily cleaned.
- Children will be encouraged to still maintain social distancing when outside.
- The children will have their own allocated spaces on the yard and field. Where needed, children will be rotated around different outdoor areas to allow 1 bubble to have sole use of that space.
- Lunch will take place, weather permitting, outside. However when this is not possible children will have lunch in their classrooms with the exceptions of EYFS who will have theirs in the canteen as previously explained.

### **Arrangements in school**

Children in EYFS (and partially Year One in the autumn term) will be based around a continuous provision curriculum. Whole class teaching sessions will be adapted to suit ages and the needs of the children and all classrooms will be well ventilated. It will not be possible, nor is it required, to enforce social distancing measures with children in EYFS. This means that children will come into contact with all the children across the EYFS provision during outside free flow and lunchtimes. Children will wash their hands often and surfaces and equipment regularly sanitised. Children will be expected to maintain social distancing from other bubbles and respect individual children's personal space.

All other year groups will be kept in their classes and we will endeavour to get children back into a school routine as soon as possible, however there will be differences due to constraints and safety measures we have had to put in place. Lessons will follow similar format to last year and we will continue to offer a broad and balanced curriculum. Break times will be staggered, as will lunches (11:30-12:30 slot and 12:30-1:30).

### **A broad and balanced Curriculum for Reconnection & Assessment**

Whilst we are confident that many children will quickly 'bounce back' after the lockdown we are aware that there will be some children returning who have experienced bereavements amongst friends or family or who have experienced anxiety or stress during this time. We have advanced plans in place to ensure the children quickly close any gaps that have been created by the lockdown. Teachers already have a good idea of which areas of the curriculum have been missed and individual and class gaps, but some further assessment will be undertaken in September. We are still waiting for details of how much of the promised £650m funding we will receive to further support interventions that will be going on in school. We have already built in some extra capacity, but once we know the exact figure, we will put further measures in place.

Upon children's return to school we will be doing an additional focus on PSHCE to enable them to readjust to being back in school. However this will be carefully established with also trying to get children back into routines and 'normality'. Our teachers will make adaptations establishing 'what has to be learned' rather than sticking rigidly to our usual long term plans. Class teachers will use their own expertise to establish starting points for each class in the autumn term and will likely have to take 'a step back' in order to help children then move forward with confidence but each child and class will be different. In schools this way of assessing what should be taught next is known as 'formative assessment', that is the judgements teachers make on a day to day basis during class work which allow them to assess attainment and progress. To strengthen routines, relationships and resilience it is important that, in a measured supportive way, teachers and children get back to established ways of working. We will be doing some 'testing' but this will be done in smaller groups and in a more sensitive way than the normal whole class method that would normally take place. These tests will focus on what children should have known at the end of last year to allow us to identify gaps and target them through additional lessons and interventions.

Although there are some restrictions in place (e.g. singing in large groups) we fully intend to continue with our normal ambitious and broad curriculum in all subjects from the start of the autumn term. We will make use of existing flexibilities to begin at appropriate starting points for all our children and this may mean that not all subjects are taught every week or may need to be blocked or alternated based on availability of resources.

### **Learning resources**

For individual and very frequently used equipment, such as pencils and pens, staff and pupils will have their own items that are not shared. Each child is being provided with their own pencil case with resources which will stay in class. Classroom based resources, such as

books and games, can be used and shared within the class bubble; these will be cleaned regularly, along with all frequently touched surfaces. In KS1 and KS2 resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.

### **Assemblies & Mass**

There will be no traditional whole school or key stage assemblies during the first part of the autumn term. We will be looking at replacing these with Virtual Assemblies in due course which will be watched by children in multiple classrooms on Interactive Whiteboards. There will be in the meantime class assemblies.

For the foreseeable there will be no Masses carried out in school.

### **Reading Books**

Reading books can still be brought home, however on their return to school they will be placed in a box and left for 72 hours before returning to the shelves. If your child has a reading book at home, please return on the first day back in September. We will be allocating specific days for return and sending home of reading books. Please stick to these and ensure children are reading at home including other non-school based reading books.

### **Movement around school**

There will be very little movement around school and we have put the following procedures in place:

- We will try to use outdoor routes where possible.
- Bubbles will not pass through another bubble.
- Corridors have been marked to show children 1m distances. Unfortunately our school does not lend itself to a one way system so lunches and breaks will be staggered and staff will supervise and communicate with each other when moving around the school to ensure bubbles do not meet.
- We will have designated toilets and toilet times to again minimise the chances of children from different bubbles mixing. We recognise that some children need to go more regularly due to medical conditions and will accommodate this as well as for those children who need to go in emergencies. However, for increased safety and to avoid the disruption of learning/teaching times we will be encouraging children to as much as possible try and use the toilets at their classes' times.

### **Enhanced cleaning regimes & Good Hygiene**

Cleaning and good hygiene is an essential part of minimising the risk of spreading Covid-19. Since lockdown and opening for keyworker children our school has had enhanced cleaning systems in place and has also been regularly deep cleaned. School staff not normally involved in these duties, like teachers and support staff, have also been helpful in keeping their own classrooms clean and extra materials have been provided for this purpose. We anticipate these arrangements will stay in place until further notice.

Children will be asked to sanitise their hands upon entry and exit to the building. Staff will also encourage them to wash their hands regularly throughout the day, both before and after activities/lunch. Sanitisers are available in all classrooms and around the school and children will be encouraged to use these regularly too.

The children will learn as part of their new routine the increased importance of hand washing (however I am sure they will all be experts by now!).

When administering first aid staff will always wear PPE (gloves, aprons, mask/visor). However, staff have been given the choice to wear this at any time in school so please prepare your child that there may staff wearing this (especially those with medical conditions or those staff who were previously shielding) even though government advice does not require this.

### **The importance of fresh air**

Windows and doors will be left open as much as possible to aid ventilation. It is essential that the children come suitably dressed for all weather possibilities.

### **Activity clubs/Outside Providers**

There will be no outside providers for activity clubs outside of school hours initially in the first half of the autumn term and where outside providers are used within school time they will be restricted to class and phase bubbles.

### **School office & Communications with staff**

Parents should do all they can to ensure that children have all that they need for the day (e.g. packed lunches) at the start of the day and if there is an instance where their child needs to be collected at a different time, they should telephone the school to make arrangements. This must only be in extreme circumstances. **For the meantime the office will be closed to parents coming in person between 8:00am-10:00am and from 2:00pm onwards.** Any conversations must be had over the phone and Office Staff can be contacted at any point during the day.

Communication with parents is really important to us. If conversations are needed with a teacher we ask that you contact the office who will arrange a time for teachers to contact you by telephone. All other communication should be done by telephone or e-mail as far as possible.

### **Behaviour**

In St Cuthbert's we have high expectations of children's behaviour as identified in our Behaviour policy. However, in these times of heightened risk to our health, it is important that children and staff are aware that unhygienic behaviour is taken very seriously. Our St Cuthbert's values and ethos remain unchanged, and children are expected to aim to uphold them.

In addition to our St Cuthbert's school rules, children must be aware of the new expectations:

- Stay at least 1+ metres apart from each other wherever possible (with a common sense approach taken to EYFS and younger pupils);
- Use their own specific equipment (including resources) and not share any of these;
- Not share any food, drinks, cups or water bottles;
- Work, eat and play in our designated bubbles, and minimise contact with children from other bubbles (including in the playground, anywhere on the school site and on our way to and from school)
- Move around school as instructed by our teacher/adult and avoiding other people
- Remain seated in class
- Never cough, sneeze or spit towards another person; catch all coughs and sneezes in a tissue and throw it away (catch it, bin it, kill it), then wash/ sanitise hands
- Wash hands frequently (including whenever we are asked to), with soap and water for 20 seconds (e.g. by singing happy birthday twice) or with hand sanitiser if soap and water are not available;

It is essential that the children listen to and follow instructions at all times and adhere to the guidelines set by the government and the school. This is required inside school and outside during breaks and lunches. Any child who is unable to do this is risking the safety of themselves, other children and staff and this will be dealt with accordingly which could include ultimately asking parents to collect them immediately. A risk assessment will then be completed to determine whether it is safe to have the child back in school. If we deem a child to be unsafe to have in school, we will work with parents to arrange provision the child can access safely.

#### **Pupils with additional SEND needs.**

We are aware that for some children with additional needs, returning to school after lockdown may cause additional anxiety or stress. Children with additional needs will be supported by the school to ensure a smooth transition when returning to school. Mrs Brown has been working with our families to support children in their transition back into school. In some cases, children with additional needs may require a risk assessment to be completed or have a personalised transition and timetable.

Staff will continue to be responsive to the needs of individual pupils and additional support will be provided where necessary. Small group or 1:1 support may take a different form in the autumn term so that adults and children remain safe, for example, sitting side by side, staff and pupils working at a greater distance from each other, and working in different parts of the school building. Staff who are in close contact with individual children may wear PPE.

#### **Sensory and Nurture Group Access**

Only children with an ECHP or those in the process will be able to use this room. Certain parts and equipment will be out of bounds and this will include the ball pool as it is not logistically possible to ensure that this can be cleaned effectively. New Sensory toys have been purchased and will be given to those children who require it. These will be in their own trays and must not be shared with other children.

If government guidance allows further mixing of children at a later date we will look to recommence the nurture group in the Spring Term.

### **School Trips / Events/ Swimming**

We do not yet know whether we will be able to do the usual Christmas events such as our nativities or our traditional carol service, but we will keep you informed.

With regards to school trips and the Year 6 London Residential, the current advice is local trips can resume in the Autumn Term. We will think carefully about if and where we go and we will be taking a cautious approach, but outdoor activities, such as sport or nature walks are possibilities. We are hopeful the Year 6 residential trip will be able to go ahead and we are working with the provider to achieve this and to ensure appropriate protective measures are in place, but this will only be an option if current government guidance changes.

We are planning on swimming for Y3 and Y4 starting in the spring and summer terms and we will update you nearer the time.

### **Breakfast Club & Childminders**

We are aiming to get Breakfast club up and running as soon as possible but we need to take care to ensure this can be done safely and without compromising the safety of all children. Over the next couple of weeks we will be contacting parents who originally had their child/children in breakfast club, prior to lockdown to see if they still require a place. We have a limited number of places available so will only open this up further if it is manageable and we have spaces.

Childminders will need to bring children in for staggered start and finish times. Where they have multiple children from different year groups they can drop and collect at the earliest and latest child's time but please speak to school to notify us of this. **It is essential children are collected and dropped off on time.**

### **Contact Details for any additional Information**

I am sorry for the length of this guide, but I wanted you to be aware of all the school is doing to prepare for September and to answer the questions I know some of you have. I hope the above information is reassuring that we are trying to balance safety but also ensure that children get the education they deserve. Please do not hesitate to ask if there is something further you need to know. If you have any questions then please contact us on 0191 5285094 or email us at [office@stcuthbertsprimaryschool.co.uk](mailto:office@stcuthbertsprimaryschool.co.uk)

