

20<sup>th</sup> May 2020

Dear Parents and Carers,

As you are aware, the latest guidance from government is for schools to begin to plan for a phased return for some children. Thank you to those parents who have been in contact to say that you welcome this news and those who would like to know more about our plans to keep everyone safe.

The aim of this letter is to provide parents with more detail around the safety measures we are putting into place to keep our community safe. Tomorrow, you will receive a letter outlining key information in relation to your child's return to school and on Friday, we will send detailed communication that outlines how parents can help keep our schools safe. Alongside all of this, we have also produced a parent 'Frequently asked Questions' guide which can be found on our school website. Please do take the time to read all of this key information.

**Protective steps we are taking to make the school a low-risk place for your child:**

As a school, we are in the process of compiling comprehensive risk assessments to ensure that the health, safety, social and emotional needs of children, families and staff are met during this next recovery phase. Below outlines some of our key actions and steps we are taking to reduce any risk.

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

**Good hand sanitisation//hygiene routines**

- Stringent hygiene and hand washing routines in place. Adults and children to wash/sanitise hands thoroughly for 20 seconds regularly throughout the day and during key timetabled times.
- School initiatives to remind and promote the 'catch it, bin it, kill it' approach when sneezing and coughing.
- Lidded bins in every classroom to dispose of tissues. These bin will be emptied throughout the day.

**Enhanced cleaning**

- Cleaning frequently touched surfaces (e.g. door knobs, light switches, banisters etc) regularly using standard products, such as detergents and bleach. This will be done constantly throughout the day.
- Toilets cleaned regularly throughout the day.
- Thorough whole school cleaning at the end of each day to ensure the highest hygiene possible.
- The school has had a deep clean over the past few weeks.

### In class/school

- To minimise contact with others and mixing, children will be placed in small groups of no more than 15 children, in their own space, well away from other groups. This means that children may not be taught by their usual teacher, or in their usual room.
- Within the classrooms furniture placed to allow and reinforce social distancing.
- Sections of the playground allocated to 'bubbles' of children to play in during playtimes.
- Staggered lunchtimes to ensure that bubbles of children do not mix reducing contact with other people as much as possible.
- Playground equipment allocated to each 'bubble' of children play to reduce cross contamination.
- Stationary packs to reduce sharing of resources e.g. pencil, pens etc.
- Increased opportunities for learning to take place outside in the playground as this reduces the spread of the virus.
- Soft furnishing removed to reduce surface contamination.

### Covid-19

- If a child becomes ill displaying symptoms of Covid, they MUST remain at home, and the household will need to follow the Government's self- isolating guidelines.
- The parent will be contacted and expected to collect their child immediately.
- The child will be isolated from other children but looked after by a member of staff.
- The person looking after the child would wear personal protected equipment.
- Any child feeling unwell should be kept at home.
- Areas where the child has been based would be thoroughly cleaned and anyone who has been in contact with the child will wash their hands thoroughly.
- Any staff member who is experiencing symptoms will not attend school and will follow government guidelines.

We hope that the guidance within this letter provides you with some reassurances of the safety measures that the school is putting into place to help minimize the potential risks of COVID-19. However, should you have any further questions about our plans, then please do make contact with us via the School Office.

Best wishes,

Leadership Team