

SUDLEY INFANT SCHOOL



Dear parents and carers,

We hope your family are well and managing with the difficult times we find ourselves in. It still seems very strange that we have not been with **all** the children these last few weeks. We know that some families have sailed through this third lockdown and others of you have struggled for various reasons, it's been the same for the staff and governors too. However, the staff have been so delighted to receive such positive messages from so many of you on ClassDojo which has been a real boost for everyone here.

As we reopen our school to all children on **Monday, 8 March** we will continue with the safety arrangements that we put in place in the Autumn term. We will continue to follow government guidance using several controls to minimise the risk of transmission of Covid-19. You can see a full copy of our Covid-19 risk assessment on our website. We will continue to regularly review our risk assessment as guidance from the government is updated.

Since the start of the third lockdown in January 2021, each of us will have had different experiences and we ask that everyone in our school community is respectful of each other and their individual feelings. We hope that our regular welfare phone calls have been welcomed. If you are dropping off or picking your child up from school, we ask that you respect other people and comply with social distancing guidance. We ask if it is possible that you walk your child to school to reduce congestion at the school gate. At the very least, we expect parents to slow down if driving around school and to respect our neighbours. Congestion needs to be avoided and drivers need to take care when close to school.

How to stop COVID-19 spreading

There are things you and your children can continue to do to help reduce the risk of you and anyone you live with getting ill with COVID-19

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitiser gel if soap and water are not available
- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards

Symptoms of COVID-19

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- new continuous cough and/or
- high temperature and/or
- a loss of, or change in, normal sense of taste or smell (anosmia)

For most people, coronavirus (COVID-19) will be a mild illness.

It is important that outside of school we all follow the government guidance around Covid-19, particularly the 'Stay at Home' guidance below and do not bring your child into school.

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

If you do keep your child off school due to Covid-19 symptoms please ensure that you let us know this when you register your child's absence.

As a school if your child is off school due to self-isolating we will provide school work through class dojo, so they can keep up their studies.

If your child presents Covid-19 symptoms in school we will take your child to a safe area in school and contact you immediately to pick them up. Please make sure that your emergency contact details are up to date and correct.

If your child does develop symptoms, you can seek advice from NHS 111 at <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/> or by phoning 111.

It is vitally important that anyone who presents with Covid-19 symptoms get tested as soon as possible.

If someone from within school is confirmed with Covid-19 we will get in touch with the parents and carers of any children who have been in close contact with this person. This is likely to be children from their class or 'bubble' or if they have been in close contact through other groups such as after school or breakfast club. These children will be asked to self-isolate for 10 days. Other members of the household **do not** need to self-isolate, unless your child also develops symptoms. Full details and instructions will be provided at the time. We will also send information to our wider school community as a reminder to our families of what actions you can take to reduce the spread of the virus.

Last week the Department for Education issued guidance to all schools regarding re-opening on 8 March 2021. The guidance is very detailed and the most important point for our families is that all children in all year groups will be expected to attend school full-time from Monday 8 March 2021.

School day and routines

Please be prompt and stick to your allocated time. Children will be coming into school in a staggered way to avoid congestion. This means that the school day will start from 8.40 as we cannot reduce the amount of teaching time for children.

	Start of day	End of day
Surnames A-G	8.40am	3.05pm
Surnames H-N	8.45am	3.10pm
Surnames O-Z	8.50am	3.15pm

Please see the map on the school website which shows entrances and exits for each class. We ask that only **one** parent/carer drops off and leaves the school site immediately after drop off. **Please do not congregate on school grounds. This also means that staff will be unable to deal with queries on the doors/playground at the end of the day.** Parents and carers should contact the school office by telephone if they have a query or concern on **728 9639**. Please **do not** ring the main business line.

Zero tolerance

Accessibility of parents Parents and carers must remember that the school is not a public place and they enter with the permission of the Headteacher/School Leadership team. This permission can be withdrawn at the discretion of the Headteacher. The Governing body will not tolerate raised voices, shouting, inappropriate comments, foul language, physical or verbal abuse in front of staff or the children and this applies to face to face contact and telephone conversations. The governing body has a zero tolerance policy in dealing with these matters. In special circumstances the Headteacher may issue an instant ban, verbal warning or letter. Reminder: **Parents and carers must not approach other parents and carers if there is a query about another child.**

Inside the classroom

Reception classes will be set out in areas of learning. The Year 1 and Year 2 rooms will continue to have the desks in rows facing the front of the class. Classroom ventilation continues to be important and windows will always be open for this reason. Book bags and reading books can be brought into school on a daily basis, books will be kept separate for 48 hours before being allocated to another child. Teachers and Learning Support staff will be allocated to one bubble where possible

and good records will be kept of staffing in the event of an outbreak. Social distancing will take place when possible, but with younger children this is not always possible. The children will access a broad, balanced curriculum. There will be a focus on English, Maths and wellbeing but will include all other subjects. P.E will take place. Assemblies will also take place only in class bubbles. Children need to bring a clear water bottle marked with their name. We ask that parents and carers wash them and refill them for the next day. P.E bags including both indoor and outdoor kits will be kept in school on coat pegs and sent home at the end of each half term.

Playtimes

The children will have playtime outside with their year group but each class bubble will have a set playground space and will not mix with other class bubbles.

Lunchtimes

Year 1 and Year 2 children will eat their lunch in the classrooms. EYFS will have lunch in the hall but each class will be socially distanced from each other. Please see the attached lunch menu for options.

End of School day

Please be prompt and stick to your allocated time. Please see our school map to make sure you are waiting in the correct area. Parents and carers are asked to stand away from the doors and to socially distance on the playground.

Please see the time above of pick up. Parents and carers need to leave the school site immediately after they have collected their child/children and do not allow the children to play on any equipment in the playgrounds. Scooters and bikes cannot be left on the school premises.

Hygiene and Cleaning

The children will be encouraged to follow essential hygiene practices for handwashing and coughs/sneezes throughout the school day following a 'catch it, bin it, kill it approach'. We will also ensure social distancing is observed where possible on the school site and will regularly clean and disinfect surfaces as well as objects that are touched frequently.

SUDSI Breakfast Club

This will continue to take place in the Grey Room. We have several vacancies at present – please contact Mrs Cassell via the school office. The children will be seated in class groups together. We have a separate risk assessment for Breakfast Club.

Contacting school outside of drop off and collection times

Parents and carers are reminded that they are not allowed to come onto the school site outside the drop off/collection times without an appointment. Queries should be made by telephone on Parent line 728-9639.

Although we are delighted to see the road map created by the government it is vital through this transition time that everyone works together to ensure that our children and school community remain safe.

Thank you for your continued support and patience.

Ms Ruth Thomas, School Leadership team, staff & governors