

## **Return to School Autumn Term 2021**

### **Background**

We are delighted that the School will return to more normal operational arrangements following the Government Guidance of the operation of Schools in September. Risk assessments have been prepared and will be reviewed continuously to ensure that we have implemented reasonable measures to keep your children, families and our staff safe and in response to outbreaks within the School or in the local area. Our main COVID Risk Assessment is published on our website.

The arrangements listed below will be reviewed at the end of September and adjusted as necessary.

### **Strategy**

Our overall strategy at RPS is to ensure that we can teach and nurture our pupils in an environment that is safe for everyone.

To enable this to happen we want to:

- **Prevent** staff and pupils bringing the virus into the School or catching it in the School; and
- **Respond** effectively to positive cases.

## **I. Prevention**

### ***If a pupil or member of staff or their household develops symptoms or has a positive test***

No one with symptoms (a high temperature; a new, continuous cough; a loss of or change to your sense of smell or taste) or a positive test or in a household with someone with symptoms or a positive test should attend School until they have been told they can by NHS track and trace.

If you are in any doubt, please do not send your child into School without speaking to the School first – you can call Mrs Cox the Bursar on 01242 522052 and she or Mrs Wray can provide assistance.

You must notify NHS track and trace and the School if your child or anyone in the household has symptoms or a positive test.

### ***Asymptomatic Testing***

Staff on site will continue to test twice weekly until the end of September. Those with a positive test will self-isolate and take a confirmatory PCR test and follow the advice of NHS track and trace.

### **Hygiene**

#### Personal Hygiene

- Each class has access to sinks or hand sanitisers and hand sanitisers are available around the building in particular at main entry and exit points, and in spaces that are likely to be shared by more than one bubble.
- Pupils will have a regular hand washing routine throughout the day.
- The need for hand washing will be reinforced by staff and clear signage.

### Respiratory Hygiene

- Pupils will also be reminded of the need for good respiratory hygiene – “catch it, bin it, kill it”
- Tissues will be available.
- Bins in classrooms will be emptied twice daily.

### Use of PPE

- PPE will be available for staff to use in specific circumstances.

### **Cleaning**

- The whole School will be thoroughly cleaned daily using our antiviral cleaning solution.
- Where rooms are used by different year groups, desks, chairs and touch points will be wiped down by the member of staff with anti-viral cleaning solution.
- Toilets will be cleaned twice daily.
- Each room will have cleaning equipment available for the member of staff to clean the regular touch points throughout the day.

### **Ventilation**

- All classrooms will continue to be well ventilated.

### **Face Coverings and Distancing**

- Whilst social distancing and wearing face coverings is now optional, we would ask that you respect the wishes of those parents who continue to observe these guidelines and also consider avoiding close contact in groups on site. This will be particularly relevant at daily pick up.

## **2. Response**

### ***Following public health advice on managing confirmed cases of COVID-19***

- Any pupil or staff showing symptoms during the School day will be taken to the isolation room for collection (along with any siblings). We will ask you to arrange for a PCR test and contact NHS track and trace who will notify you of the requirements for the household to self-isolate and will manage contact tracing in the event of a positive PCR test.
- We expect the School to be fully informed of all COVID testing results and isolation requirements.

### ***Stepping measures up and down***

- The School has an outbreak management plan to respond to an increase in cases and will step COVID protective measures up and down as necessary and in consultation with the local health protection teams.

## **3. Additional Information**

### **Lessons**

- Lessons will be delivered in the main classrooms and the specialist classrooms. The specialist rooms will be cleaned regularly and pupils will be expected to sanitise when entering and leaving these rooms.
- All classrooms will have lots of signage to promote good personal and respiratory hygiene and teachers will reinforce this.

- All rooms will be equipped with cleaning resources and medical resources. This will continue to reduce the number of visits to the central medical room.
- We will continue to encourage children to use their own resources or at least share resources in small groups and limit items moved between school and home.
- Children will no longer be working facing in one direction in class.

### **Assemblies**

- Assemblies will either be Junior or Prep, there will not be whole school assemblies in the Hall initially in September.

### **Catering**

#### Morning snack

- Fruit and milk will continue to be delivered to each class at morning break.
- Pupils are able to bring a snack to School but we ask that it is a healthy snack.

#### Lunches

- Lunches will be served in the dining room to all pupils other than those in the Nursery who will have their hot lunches served in the Nursery.

### **Peripatetic Music Lessons**

- Peripatetic music lessons will take place. The relevant peripatetic music teacher will be in touch to confirm arrangements, but if you have any queries or concerns please contact Miss Crompton ([lcrompton@richardpate.co.uk](mailto:lcrompton@richardpate.co.uk)).
- Parents will not be able to attend any of the Suzuki music lessons at least for the month of September.

### **After School Care**

- **Nursery and Reception** pupils will use the Nursery. Collection will be from the Nursery.
- **Year 1 and Year 2** pupils will use the Forum, other than for their snack which they will have in the dining room. Collection is from the Forum doors (opposite the Nursery)
- **Years 3 – 6** will use 3T, other than for their snack which they will have in the dining room. Collection is from the external doors of 3T in the Prep playground.
- Pupils will be provided with a light snack.

### **After School Clubs and Activities**

- After School clubs and activities will start week commencing 13<sup>th</sup> September. The timetable of clubs will be sent at the beginning of term.

### **Face Coverings**

- Pupils are not required to wear face coverings around School.
- It is optional for staff to wear face coverings in communal areas.

### **Uniform**

- For the first half of term pupils will continue to come to school in their Games kit for PE and Games lessons. On other days, pupils will be expected to wear normal School uniform (winter or summer uniform until half term; winter uniform only after half term). This will be reviewed at half term.
- Some pupils may be required to change into Games kit on normal uniform days if they have after school clubs or activities. This will be limited and the changing rooms will be kept clean.

- Specific details per year group will be provided in the Specific information document.

### ***Pupil Behaviour***

Our pupil and staff behaviour policies have been amended to ensure that everyone is aware of the new systems in place to protect those on site. These changes will be explained to pupils when they come into School. They will include information about:

- arrival and departure from School.
- hygiene, such as handwashing and sanitising.
- who they can socialise with at School and how.
- moving around the School safely.
- respiratory hygiene – sneezing, coughing, tissues and their disposal and avoiding touching mouth, nose, eyes and hands.
- how to let an adult know if they are feeling unwell.
- expectations at break times.
- rules about sharing any equipment or other items including drinking bottles.
- use of toilets.

### ***Transport to and from School***

- We would be delighted if as many pupils as possible walk or cycle to School, but appreciate that there are limitations here.
- You will be provided with drop off and pick up times for each year group.
- At pick up, please be mindful that we will be reverting to the old style collection and the car park will be congested. Please be patient and respectful of other drivers and vacate your parking space as soon as you can.
- When waiting to pick up your child please be mindful of congregating in large groups and consider maintaining social distance.

### ***Visitors***

- We will continue to minimise the number of visitors on site, and ask that parents coming into the building do wear a face mask, maintain social distance and hand-sanitise on entry.
- Masks are no longer required in the car park, but we encourage you to wear them outside at points of congestion (e.g. while waiting for school pick up outside classrooms)
- We would ask parents / carers to communicate via email or phone if possible.

### ***Educational Visits***

- Educational visits may resume and we will consider these on a case by case basis and ensure the relevant risk assessments are in place.

### ***Sports Fixtures***

- We will again carefully engage in sports fixtures from the start of term, and continually risk assess and put measures in place to keep pupils and staff safe.

### ***Swimming***

- Swimming will re-commence in the Autumn Term. A separate letter has been sent to Year 4 and 5 parents regarding this.

## **Remote Learning**

Remote learning will only be available if a pupil is unable to attend school due to the pandemic. If your child cannot attend School due to the Government restrictions, we will provide the following:

- A compulsory daily Zoom registration for all pupils learning from home at 9am.
- A full programme of lessons delivered through Showbie.
- Teachers will regularly check work and provide feedback to monitor understanding and to respond to your child's specific needs.
- Pupils and parents will be able to communicate with their teachers via Showbie or email if they have any concerns.
- All pupils will receive the same level of marking and reporting as pupils in School.

For individuals self-isolating, the above will still apply but the teachers will only be able to check submitted work when they are not teaching the rest of the class. Please submit completed work on Showbie and do not return paper copies to school.

For pupils (or family members) waiting for test results, work will be set but the teachers may not be able to submit the work on Showbie first thing and feedback will not be immediate as the teachers will be engaged with those children still in school.

**If your child requires remote learning, it is essential that you let us know as soon as possible so that the relevant class teachers can prepare the work necessary - please be aware that it does take time for work to be prepared and posted on Showbie, and class teachers will also be delivering lessons in School at the same time.**

It is important to note that Showbie will be used for homework in some year groups and will be ready for those who are away from school for a protracted period of time. Children who are absent due to short term illness will not be expected to complete work on Showbie.

Any concerns you have with remote provision must be immediately directed to Mr MacDonald.

## **Risk Assessment**

Our updated main risk assessment is on our website. This is a living document, as are the more detailed risk assessments, which are created from the main document. It will be constantly monitored and updated as we progress through the days and weeks and as and when any changes occur. This is the basis of every measure we have put in place at School. The objective of this is to mitigate risks as much as is reasonably possible, but accepting that we cannot remove all risks on site.

## **Further Questions or Concerns**

If you have any questions or concerns, please email me at [rmacdonald@richardpate.co.uk](mailto:rmacdonald@richardpate.co.uk) in the first instance and we will endeavour to respond to you as soon as possible.