

September 2020

Full Opening Plan -September 2020

Dear Parents/Carers,

The government have asked me to risk assess the school and plan for full opening in September for **all pupils**.

My plan implements the government's directive and I have considered individual circumstances as well as safe arrivals and departures. I thank you in advance for your understanding and support in this action.

- Children displaying symptoms compatible with coronavirus **should not attend** and are advised to self-isolate for 7 days. Their household members should self-isolate for 14 days and engage with the **NHS Test and Trace** Process. **Keep the school informed** in line with safety procedures.
- Parents of children who are considered extremely clinically vulnerable and shielding, should work closely with the school to complete an individual risk assessment. *

*Guidance will continue to be reviewed throughout August in response to transition rates

The following information outlines the plans specific to our setting:

Arrival and Departure:

Risk: Large numbers of people on site; mixing of bubble.

Measure: Staggered drop off and collection time for different bubbles. Collection Points.

Class	Drop off time	Pick up time	Collection Point
1	9.00	3.00	EYFS gate
2	8.55	3.05	Front Door
3	8.45	3.15	Side Gate
4	8.50	3.10	Side Gate

Do not congregate on school grounds. Please adhere to the timings to reduce the number of people on site. Please ensure **children remain with you** whilst waiting and not running around on school grounds. Thank you

Parents/Carers Protocol

- Use common sense and stay alert
- **Only ONE** parent/carer to escort a child to school, if they cannot walk to school on their own.
- **DO NOT** enter the school premises if you have symptoms.
- **DO NOT** gather at school gates and class doors – always keep a social distance of 2m
- **DO NOT** enter the building without an appointment – please sign in upon arrival
- **Do clean hands** thoroughly upon arrival and departure
- **Please ensure uniforms, water bottles and lunch boxes are thoroughly cleaned each day**
- Contact the school office **ONLY** by phone **01621 860253** or email office@darcyschool.co.uk

If your child is not attending school or they are ill, you MUST let the school office know in the usual way.

In the Classroom:

Risk: Passing on of virus in a confined space.
Measure: Classroom organisation and individual equipment provision.

- Class groups form one bubble and can mix, where necessary, for higher impact curriculum provision
- Desks and pupils will all face forwards and in the same direction. Younger pupil's classes will continue to socially distance by activity.
- Each child will be provided with their essential personal learning equipment, clearly labelled with their name, appropriate to their year group. E.g. pencil/pen, white board, coloured pencils, ruler, protractor, scissors, rubber.

Toilets:

Risk: Passing on of virus in a communal space.
Measure: Each year group to ONLY use their designated toilets. Hygiene measures.

Break and lunch Times:

Risk: Large number of children in a communal space.
Measure: Timetabled staggered playtimes/lunch times and class group designated play areas.

PE:

Risk: Large number of children using communal equipment and spaces.
Measure: Timetabled outdoor and indoor PE slots; sanitise equipment before and after use; wash hands.

- Follow timetable and area plan
- Class teacher/adult in charge is responsible for sanitising universal equipment before and after use.

Music Lessons and specialist teaching:

Risk: Children using equipment/space from different bubbles.
Measure: Designated learning space; timetabled activity; hygiene measures

These lessons can take place providing that the adult in charge follows all hygiene measures between students and remains in their designated area.

Medical:

Risk: Children leaving a bubble to report to medical team; children passing on virus.
Measure: Basic first aid packs in bases; basic PPE in bases.

- No children to wander to the school office/medical room.
- General bumps and scrapes to be dealt with in the classroom by the adults in the team.
- If a child is ill or displaying symptoms of Coronavirus, staff contact the office who will put on PPE and collect the child.

Trips, Visits, Visitors:

Risk: Children travelling to other locations and attending other settings.
Measure: Follow hygiene guidance and risk assess thoroughly.

- Well planned and thought out visits can take place.
- Visitors to school must be timetabled and work around other school protective measures.

Communal Areas in School (Libraries/ICT suite/Hall):

Risk: Children from different bubbles using shared areas and resources.
Measure: Equipment and resources to be sanitized before and after use.

- The ICT suite can be used on a timetabled basis providing that the class teacher/adult in charge is responsible for sanitising universal equipment before and after use.
- The ICT suite will be out of bounds except for timetabled lessons.
- Library books should be evenly distributed around each year group appropriately and books sanitized between use.
- The library will be out of bounds.
- Assemblies will be held with no more than two class bubbles at a time. Each bubble to be seated at a distance from the other.

Face Coverings

Staff: Face coverings only need to be worn in school when administering first aid. Masks and visors for this purpose will be provided by the school. Staff who are concerned about an existing health condition may choose to wear a visor (the whole face must be visible) which they will provide themselves.

Pupils: Face coverings do not need to be worn at school. Parent/carers may provide their child with a mask for the journey to and from school and for wearing at playtimes only, should they wish to.