



Partial Re-opening of Schools FAMILY FRIENDLY GUIDE



Travel to and from school

- Pupils should arrive from 08.40 and not earlier.
- Pupils should walk or cycle to school when possible.
- Where transport is required, we are asking that parents drive pupils to school.
- Pupils requiring travel by coach or public service bus will be required to wear a mask in line with PCC requirements.
- Unfortunately, during this period we will be unable to welcome any parents into school. If you have any queries, please ring, or e-mail the School Office.
- We have arranged that siblings will be in school on the same day.

Drop off and Pick up

- Pupils travelling by private vehicle must be 'dropped off', either at the top of the school drive (Heywood Lane side) or in a safe location near the school, pupils can then walk the remainder.
- Parents will not be able drive vehicles onto the school site.
- Pupils travelling by coach must remain on the vehicle until instructed to alight, whilst observing social distancing.
- Pupils arriving to attend the 'Pastoral House' day should report to the bus bay area at the rear of the school gyms. They will be met by a member of staff who will give further instruction.
- Pupils must observe 2m social distancing for pupils not from the same household.

Attendance:

- Children who are shielding or live with someone who is shielding are not be required to attend school. They will continue to follow the embedded on-line learning provision. Should children in these groups wish to attend then a risk assessment needs to be completed to protect them and their families.
- Children who are in or live with someone who is in a vulnerable group may attend school but must maintain strict social distancing.
- No parent will be pressured to return their child to school and no fines will be issued for non-attendance. (Office staff may ring to confirm absence following our usual procedures.)
- Please do not send your child to school on any days other than the ones they are allocated.
- Do not send your child to school if they are unwell or if any member of the household has been tested positive for COVID19 in the previous 14 days.
- Social distancing must always be followed.

Behaviour

- The normal school policy on behaviour will apply when the school reopens. The new 'rules' regarding hygiene control and maintaining social distancing will be enforced.
- Pupils who consistently break these rules or fail to follow health and safety procedures and instructions, putting themselves and others at risk, may be asked to stay at home or be collected.
- Parents are asked to discuss the school rules and expectations regarding hygiene and social distancing with their child.

<p><u>Equipment</u></p> <ul style="list-style-type: none"> • Pupils are requested to bring their pencil case, water / drink bottles and snacks in their school bag as normal. • The school will not be able to provide any equipment to pupils. • Pupils will not be permitted to share any items with their peers. • Pupils will not have access to their school locker. • The school bag and any equipment that pupils bring to school must be kept in the 'teulu' room for the duration of the day. • It is advised that any items carried into school are easily washable. 	<p><u>Uniform</u></p> <ul style="list-style-type: none"> • Please send children to school in clean clothing each day. • Children are not required to wear school uniform. • Children should wear 'leisure wear' suitable for a range of class, outdoor and physical activities. • Children should have a showerproof coat for outdoor activities. • Face masks are not required, nor recommended in an education setting but pupils (and staff) may wear them if they choose. Face masks must be worn properly, put on and off in accordance with current guidance and disposed of hygienically at home.
<p><u>Teuluoedd / Families</u></p> <ul style="list-style-type: none"> • Each pastoral house will be dividing children into several 'teuluoedd' with each group always being with set designated staff. • The 'teuluoedd' structure will help to reduce the number of pupils and staff who have contact each day. • Pupils will not be mixing and socialising outside of their designated 'teuluoedd'. 	<p><u>Hygiene and cleanliness:</u></p> <ul style="list-style-type: none"> • Pupils will wash their hands prior to entry to their 'teuluoedd' and will be reminded to wash their hands frequently during the day. • Tissues will be available (Catch it, bin it, kill it). • Classrooms, toilets and doors will be cleaned regularly throughout the day. • Classroom doors and windows will be kept open to aid ventilation.
<p><u>Social Distancing :</u></p> <ul style="list-style-type: none"> • To ensure that social distancing is maintained; there will be tables and equipment for children only in the 'teuluoedd'. • Pupils will be allocated their own table and chair within the class. • They will not share any equipment or resources with other pupils • Pupils will only move from their table when asked by their named adult. • Pupils will remain in their allocated space for the day; only leaving for breaks and physical activity under the direct supervision of staff. • Whole school activities, such as assemblies, will not take place. • A 'one-way' system will be in operation around the school building. This must always be strictly adhered to. 	<p><u>Lunch Time:</u></p> <ul style="list-style-type: none"> • Pupils are encouraged to bring packed lunches/snack to be eat either outside or in their 'teulu' room. • Meals will be available from the canteen for this who require one. Dietary requirements will be met as usual. If you pay for your meal you will need a pre-paid card with sufficient credit on it. • Most pupils will eat their lunch outside, weather permitting or in the 'teulu' room. If eating in the dining hall then single tables and chairs will be set up following social distancing regulations (and must not be moved). <p><u>Using outside areas:</u></p> <ul style="list-style-type: none"> • We are keen that the pupils have regular supervised time outdoors, with their small 'teuluoedd' group. This is good for their physical and mental wellbeing. • There will be timetabled outdoor time both as part of their daily routine and for breaktimes. • When outdoors, pupils will only mix with children from their own 'teuluoedd', maintaining social distancing. • Pupils will wash their hands prior to going outside and on entry back into the classroom. • Pupils will be reminded of the importance of social distancing whilst outdoors too.

- Pupils will always be directly supervised.

Use of toilets:

- Pupils will wash hands before using the toilet.
- They will wash hands after use of the toilet.
- Pupils will use 2m distancing when waiting to use the toilet.
- Toilet and washrooms will operate a 'one in one out system'.
- Appropriate hygiene materials (soap / sanitiser) will be available to all pupils.
- Pupils can bring their own hand sanitiser/soap (in an appropriate container) should they wish to do so.

First Aid:

- First aiders will be available to be called upon.
- If anyone feel unwell, they must let staff know immediately.
- The staff will follow the appropriate protocol to isolate the pupil to reduce risk to others.
- Separate isolation rooms will be designated and equipped in the event of a member of the school falling ill.
- Pupils falling ill during the school day will need to be collected by their parents immediately. If this is suspected COVID related they must self-isolate, book a test and seek medical advice.

Covid19 Symptoms:

- Pupils must not attend school if they have displayed any symptoms in the last 14 days.
- If anyone has any of the following symptoms they must stay at home and you should contact school to let us know:
 - *Cough, shortness of breath or difficulty breathing, fever or chills, muscle pain, or new loss of taste or smell*
- If your child is displaying Covid symptoms, please keep them at home for seven days, whilst the rest of the household self-isolates for 14 days.
- It is parents' responsibility to seek a test as quickly as possible.
- If a positive case **is confirmed**, then the whole of the 'teuluoedd' group including adults, will need to self-isolate for 14 days.
- If a test proves negative, school will need proof of this result before the pupil returns to school.
- If there appears to be a significant outbreak of the virus within school, then the school will likely close again and deep cleaning will follow.
- Please do not send any child to school who is at all unwell.

Home-Learning

- It is important that online learning continues for all groups of learners, in the way it has been during the lockdown period. This should be completed when learners are not attending their 'Pastoral House' day.
- As teachers are now teaching in class more frequently, responses to home learning queries may not be as frequent. Please be patient as they will respond.