

Monday 1st March, 2021

Dear Parents/Carers and Staff,

RE: The Full Return of All Staff and Children for March 8th 2021.

The Governors, Head, SLT and Staff of St Antony's pray that you are all safe and well.

In response to the Government's recent announcements regarding the full return to school for all staff and children starting March 8th 2021, **we have reviewed our risk assessments** and are currently putting further systems and provisions in place to ensure continued best practice. **This centres around securing the health, safety, wellbeing and COVID-Secure hygiene practices to further lower the risk of the spread of the COVID-19 virus, as much as is reasonably practicable within the school.** We have taken the actions detailed below in order to meet the expectations for the planned full return of all staff and children starting on the 8th of March 2021.

Context

It is important to note that following the Government's announcement last August 2020 **the school had opened to all staff and children the week beginning 1st September 2020 until the recent lockdown was put in place from January 4th 2020 to the present.** This return to school at the start of the academic year included all the staff and children from Nursery to Year 6 inclusive of the children of **Critical Key Workers and our Vulnerable Children.** Our school and all others nationally, then went into lockdown 3 on January 4, 2021 under the agreed conditions and protocols of the government and has operated successfully with the application of the Risk Assessments and mitigation procedures that had been shared with all stakeholders prior. **St Antony's has therefore had robust and rigorous systems in place during the height of lockdown 3 which has been very effective and we are now prepared to open again to facilitate another full return.**

The wellbeing and safety of all our children and staff members remains at the forefront of our planning and provision for the proposed full return on the 8th March 2021. In preparation for this full return to take place we have reviewed our Risk Assessments (see school website) and have put a number of recommended risk mitigation actions in place to facilitate the full re-opening.

It is imperative that the following information is adhered to in order to safeguard the health, safety and wellbeing of all our children, families and staff for March 8th 2021 and onwards:

Health and Safety (COVID 19 Precautions) & Risk Management Actions For All Staff, Children and Parents as at March 8th 2021:

- **Children or staff who currently have COVID-19 or who have been exposed to someone with the virus in their home will be asked to stay home and be tested before coming into school-and must be declared 'negative' prior to returning to school with the evidence of their negative test shared with the school.**
- **All children and staff who are currently experiencing symptoms, will be asked to stay at home and isolate for at least 10 days under current regulations- then get themselves tested and be declared 'negative' before coming back into school.**
- **Parents, Staff and children who have recently travelled for any reason- (bereavement, family emergency etc.) to any country outside of the UK must isolate for 10 days and be tested 'negative' before returning to school.**
<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/>

On The Matter of Shielding

- Children and staff who have received a **recent letter for shielding since January/February 2021 must remain at home under their Doctor's/NHS care and supervision** until conditions are safer for them. This is to protect themselves and all other stakeholders. Copies of the shielding letters must be shared with the school's office as per procedure to validate this. Shielding officially ends on March 31st 2021 unless individuals shielding are otherwise advised by the NHS.

Proposed Full Return Details for Parents, Staff & Children Starting March 8th 2021

Return to School Timetable for Full Return

Monday 8th March 2021 staff and children from across the school are all asked to return.

Staff from across the school at every level will be available in school support the children's return to school as of Monday 8th March 2021 onwards following the schedule below:

Year Groups	Return Date	Arrival	Home Time
5 & 6 -Upper KS2	Monday 8 th March 2021	8:30am	3:15 pm
3 & 4-lower KS2	Monday 8 th March 2021	8.45am	3.10 pm
Years 1 & 2 -KS1	Monday 8 th March 2021	8: 45am	3.15pm
Reception: Cherry & Peach	Monday 8 th March 2021	8: 45am	3.15pm
Nursery: Pear & Plum	Monday 8 th March 2021	8: 45am	11:30 am & 3.15pm (AM & PM Classes)
Viridis @St Antony's -2 Yrs	Monday 1 st March 2021	8:45am	Procedures agreed with Parents to support re-settling

Drop Off and Pick Up Expectations For March 8th 2021 onwards:

To ensure a safe and efficient arrival to and departure from school daily all Parents and Pupils must adhere to the following pick up and drop off procedures:

Daily Arrivals: Parents Required to **Stop, Drop (children) and Gosafely**

Specified Group/Key Stage/Cohorts	Entrance To Be Used Strictly	Time
Breakfast Club Children Only	KS2 Play Ground Entrance only	8am Sharp
Years 3, 4, 5 & 6 (all KS 2 children only)	KS2 Play Ground Entrance only	8:30am & 8:45 am
Years 1 & 2 (all KS1 children only)	KS1 Play Ground Entrance only	8:45 am
Reception (Peach and Cherry Classes)	St Antony's Road Reception Entrance only	8:45 am
Nursery (Pear and Plum Classes)	St Antony's Road Nursery Entrance only	8:45 am
Viridis (2 Year Old Provision)	Upton Avenue Entrance Only	8:45 am

On arrival all pupils are required to enter on their own as before -as parents drop them off in the care of staff at the gates allowing the one way in system to flow freely. Children will have their **temperature checked** and **hands sanitised** as they make their way directed by the staff in charge to their classrooms. This will take place with pupils and parents adhering to the social distancing rules as much as is practicable. **Parents are asked to wear a mask at drop off/pick up times and NOT TO ASSEMBLE by the gates or enter the school grounds in the mornings or after school.** All are asked to leave immediately after drop offs while continuing to adhere to social distancing measures.

Daily Departures: Parents Required to **Arrive, Pick-up and Drive or Walk safely**

Specified Group/Key Stage/Cohorts	Exit	Dismissal Time
Years 3 & 4 (all lower KS 2 children only)	KS2 Play Ground Exit only	3:10 pm
Years 5 & 6 (all upper KS 2 children only)	KS2 Play Ground Exit only	3:15 pm
Years 1 & 2 (all KS1 children only)	KS1 Play Ground Exit only	3:15 pm
Reception (Peach and Cherry Classes)	St Antony's Road Reception Exit only	3:15 pm
Nursery (Pear and Plum Classes)	St Antony's Road Nursery Exit only	11:30 & 3:15 pm
Viridis (2 Year Old Provision)	Upton Avenue Exit Only	11:30 & 3:15 pm

At the end of the school day all pupils are required to leave as directed by staff via the same gates they entered the school through. Parents will collect them by the specified gates. In EYFS staff will have the children ready to leave as their parents arrive by the gates. In KS1 & KS2 classes will line up on the playground socially distanced, as staff direct them to leave upon their parents' arrival allowing the one way out system to flow freely for departures.

- Parents will be asked to avoid coming into the school's office unless it is a matter of urgency or emergency-they will be asked to call or e-mail the school instead, using: info@st-antony's-jun.newham.sch.uk Phone the school office on: 02085523670
- Parents coming in to the school's office are asked to queue and wait patiently observing social distancing until admitted-all visitors must wear a mask inside the building, sanitise upon entry and observe the school's **Visitors Risk Assessment** (see website).

Specific Risk Assessment Protocols & Procedures for March 8th onwards

Based on our current Risk Assessments **there will be NO AFTER SCHOOL CLUBS until further notice** to facilitate staff, pupils and parents' travelling home before full peak hour traffic. This is also, most importantly to allow for thorough cleaning to be done across the school in preparation for the next day. When clubs are again possible all will be notified.

Late children will NOT be accommodated and will be reported to the local authority daily. Attendance will also be reported daily to the LA/DfE as per current Government advice: **'School attendance will therefore be mandatory again from 8th March 2021. This means from that point, the usual rules governing school attendance will apply'**

Social Distancing Using the 'Bubble Group' Strategy Retained

The school will continue operating the 'Bubble Group' approach to managing social distancing- in doing so we are continuing to follow the current the guidance which advises:

- Each class will become a bubble group of children.
- Each cohort (year group) will be an extended bubble group.

At break and lunch times **Cohort Bubbles** will be separated on the playground -so for example: All year 5 classes will play on one half (east side) of the KS2 playground and all the year 6 children will play on the west side daily- this strategy will apply across the school for all year groups/cohorts for all outdoor purposes including PE Lessons.

On PE days all children will continue to WEAR THEIR PE KIT TO SCHOOL-no kits will be stored in school to further lower risks.

Each class/cohort bubble group of children:

- will be independent of other cohort bubbles so that children will not mix or interact with those in another cohort bubble group at all for as long as this action is needed
- will have its own classroom and each child a designated table and chair
- will have their own resources such as subject books, pencils, rubbers etc. with each child having individual resource packs which they will keep for themselves only- with no sharing. Once the packs are issued individually they will remain with each child

- **Will have a specific lunch time** with the times for each cohort group staggered
- has been **designated specific times for break and lunch time play** and will have specific areas to use on the playground separated from each other
- **will enter and leave the school building by specific entrance/exits** and will access common areas such as the hall via their designated entrance/exits agreed and posted in classes. During school hours, the children will be in their bubble groups at all times.

EYFS:

Nursery and Reception children will return on the 8th March 2021 at 8:45am entering and leaving via their respective entrance/exits

Viridis (Pre-school -2 year Old Provision) have begun on Monday 1st March 2021, to allow for the youngest of our children to have more time to re-settle into their school routines.

The procedures for EYFS will be as it was for the September 2020 return so:

- All equipment utilised in teaching and learning will be disinfected daily
- Children within each group will interact with each other in the same way as before (following government guidance) but a higher emphasis is placed on respiratory (Catch it! Bin it! Kill It!) and hand washing hygiene.
- Children will wash their hands regularly while under adult supervision at the new hand washing stations set up to meet COVID-19 demands as well as in class at the sinks in the toilets
- All hard to clean toys and soft furnishings will be removed from use in classrooms.

Cleaning and Hygiene:

High emphasis will again be placed on cleaning and hygiene across the school daily:

Children and staff will wash their hands at regular intervals each day. Younger children will conduct these procedures with adult supervision, Our youngest children will be escorted to and from the toilet to ensure social distancing and hand washing is done effectively and consistently at agreed times during each day. Toilets will be cleaned at regular intervals during the school day as cleaners will be in each day to ensure this is done at least X4 per day.

- **Frequently touched items in the school will be cleaned throughout the day:** such as door/window handles, desk tops and frequently used surfaces in classes & across the school
- **Children within each bubble group will sit facing forward at their desks (as much as is reasonably practicable)**
- At lunch time **Class/cohort Bubble Groups will also be separated and distanced from each other to eat-** with staff supervision as is procedure.
- **There will be staggered break and lunch times** to limit the number of children on the playground and in the dinner hall at any one time
- **The playground will be split into zones** and if more than one group is outside they will be socially distance from each other in separate zones/ sides of the grounds.
- **School cleaners will be on site each day during school hours** to clean all surfaces and areas in common use at regular intervals throughout the day.
- **Staff will be provided with relevant PPE (gloves, masks, shields and aprons etc.)** for the effective conducting of their roles and responsibilities particularly for those with first aid and intimate care responsibilities across the school.

- Designated bins are in place for safe disposal of PPE -which must be double bagged.
- Designated first aiders are available to attend to children's needs in each year group.

Wearing Face Masks/Coverings

Primary School Children and Staff are NOT required to wear face masks in class in line with the guidance received from the government. **Staff members in primary schools are however allowed to wear face masks in common use areas such as the dinner hall, staff room, copy room, offices and the playground** (when supervising children). Staff and children using public transport are advised to wear face masks while travelling to and from school. All are responsible to keep their face masks/personal PPE in a personal zip lock bag –in their bags for safe keeping.

Ventilation

Good ventilation will be of paramount importance once we return to school as this is a major factor in reducing the risk of spreading COVID-19 going forward.

Classroom windows and doors will be kept opened as much as is practicable to allow maximum cross ventilation into rooms affording all staff and children better access to fresh air and to facilitate the effective movement of fresh air around each class. Offices and other communal areas will also to be kept well ventilated throughout each day as per Government guidance -further minimising risk.

Sickness

Children or staff who have had COVID-19 or who have been exposed to someone with the virus in their home will be asked to stay at home until they test negative before returning.

If a child or a staff member gets sick at school (not with COVID-19) then normal sickness procedures will apply – the child's parents will be called and the child sent home-the same will apply for staff becoming ill .

If a child or staff member shows any symptoms of the virus then that child or staff member will be sent home immediately and asked to isolate for 10 days until tested 'negative' before returning to school. The situation will be assessed to determine if the class or cohort also needs to be sent home depending on contact time and exposure.

Children or staff members who have symptoms such as a persistent cough, respiratory distress (not asthma or allergy related) or a high temperature **must not come into school** and should self- isolate for 10 days-and be tested 'negative' before returning.

At this time the Health and safety of our children and staff is the most important factor for our safe return to school.

Travelling Safely To and From School

- Only one parent is asked to take and collect their child or children each day
- All are asked to only use the designated gates for your child's year group
- Children and staff who have to travel on public transport must wear a face mask on the train or bus and remove it on entry to the school.
- Parents and children are required to queue or wait at the gate and need to keep 2m socially distancing or as much as is reasonably practicable while waiting patiently
- Parents are asked not to congregate outside of school gates on mornings or afternoons. We ask that mask wearing and social distancing is adhered to daily
- No parent is allowed to enter the site morning or afternoon

- Years 5 & 6 children, if travelling independently, should do so immediately and not wait around for their friends who are in a different bubble group
- Specified gates will be used for each Key Stage or year groups for drop off and pick up daily eg. Year3,4,5 and 6 will use the KS2 gate only

Uniform

- Children will wear clean, full, correct school uniform daily
- Children will wear their PE Kit on PE days for ease of operation
- Children will bring school bags in with them
- Children must bring a personal water bottle in daily to be used individually

Curriculum

- **The Recovery Curriculum** will continue to be in effect. This will have a great emphasis on the **Mental Health and Wellbeing** of all -around the theme : **“I AM OK”** which will continue to engage the children with exploring their experiences over Lock Down 3 through speaking and listening and ‘Circle Time’ /PSHE activities geared at assisting children with coming to terms with strong emotions and feelings they may have (including: loss of any form, anxiety, fears, hope, joy, family, friendship and love).
- **The Curriculum will incorporate RE, SMSC, PSED topics aimed at further bolstering and building children’s self-image, self-esteem, confidence, resilience and determination to continue their learning journey in a positive and productive way.**
- Children will be given time to reflect and journal their journey in their ‘**special journal/diary**’... ‘**all about me**’ using Art, DT, Poetry, Prose, Diary and Journal writing/mark making etc.

Teaching and Learning

- All children across the school will follow a **teaching programme focused on reviewing and securing Key Learning Skills and Knowledge as outlined in the National Curriculum in the core subject areas** such as: Reading and Comprehension, Writing, Phonics (across EYFS and KS1), RE/RSHE, Maths, GPS and Science.
- In the afternoons, children will engage in a range of non-core subjects such as ICT, PE, Music, Art and DT.
- **Both Remote Learning(on-line) and Blended Learning** will continue to be offered by the school during this current return from the lock down 3 period 2021 to facilitate those children who may be shielding or isolating at home to continue their learning.
- **Blended Learning** includes **Face-To-Face learning** and the use of **Remote Education on-line – happening at the same time** this involves using Government recommended Oak National Academy and other platforms such as BBC Bitesize in school for face to face teaching as well as via Class Dojo Zoom and Google Classroom for children who still need to be working from home.

Clubs

- **Only Breakfast Club will be on at 8am each day until further notice**
- There will be no after school clubs until further notice.

Homework

- **Bug Club** will continue to operate as normal to encourage reading at home daily

- **Homework** will continue to be set on the Class Dojo as well as in books weekly
- **Class Dojo** will continue for work to be set for those learning from home
- **Spelling words and Phonics activities** will be sent home weekly

Additional Information

- prescribed medication for asthma /Hay Fever etc. may be brought in and self – administered with staff supervision by pupils needing same.

Behaviour

- The School's Behaviour Management Policy and Procedures will remain in place (see the school's reviewed Behaviour Policy on the website). However, 'Time Outs' in other classes or cohorts will not be applied due to Covid –Secure social distancing regulations in place
- **Good and Appropriate Behaviour is key to ensuring that all Health & Safety procedures are followed and adhered to.** Therefore, if at any time a child's behaviour seriously compromises the Health & Safety of staff and pupils, parents will be contacted and asked to collect the child from school.

First Aid and Intimate Care

- The School's Trained First Aid Staff will continue to administer first aid to children who need this support daily. Staff conducting first aid will be supplied with the relevant PPE needed to safely conduct this service for pupils and staff.
- **Children across EYFS and High Needs SEND who need support via intimate care (eg. changing of our 2 year olds)** will be supported by relevant staff who will also be supplied with the appropriate PPE supplies to conduct their duties safely.
- **The school's Welfare officers and first aid trained staff will continue to support children, staff and visitors as needed in any emergency situation that may arise**

The full support and cooperation of all stakeholders : Governors, Staff, parents and children is needed to ensure that all our COVID-SECURE system are effective with a view to keeping us all safe.