



With God We Grow

SEPTEMBER REOPENING PLAN

Clayton-le-Woods Church of England Primary School



With God We Grow

Headteacher: Mrs S Pennington

Clayton-le-Woods Church of England Primary School Primary School full re-opening of School Tuesday 1st September 2020

Forward:

Due to the Coronavirus Pandemic, the school officially shut its doors on Friday 20th March 2020 as the government directed all schools nationally to shut in its fight against the virus. Initially, we anticipated this would be a short-term solution and we would be returning to school shortly after the Easter holidays. We would not have anticipated the length of time we would be closed for.

In reality the school never shut. We remained open throughout the pandemic, including Bank Holidays and the Easter and June holidays for the children of key workers, 5 days a week from 8:30 until 4.

The Government sought a wider reopening of schools from the 1st June 2020 for children in Pre-School, Reception, Year 1 and Year 6. We made preparations to reopen at this time and had in place the systems and processes that would have enabled us to do this. We were then informed by Lancashire County Council that the Director of Public Health deemed it unsafe, at that time, due to a high R rate locally and the track and trace systems not being fully set up.

As a school, the Leadership Team and in consultation with the staff and Governing Body, reviewed this weekly along with further information that was provided and decided it best to follow local guidance and remain closed until it was identified on a Local Authority level that it was safer.

Finally, we reopened more widely to children in Nursery and Reception on Thursday 25th June and for Year 1 and Year 6 on Wednesday 1st July. During this time, we also kept open our Key Care provision catering for an increasing number of children as each week arrived and by the end of the term were supporting 42 children through this and 80 children in total with other year group bubbles.

The reopening was successful thanks to the excellent support provided by the staff and the understanding and adherence to the systems in place by the children and parents. It was lovely to see more children back in school and, after an anxious start, the children settled down and soon friends were enjoying the bonds of friendship and loving learning. This taught us a lot about the children's resilience and will support us in September.

Throughout the months of the pandemic, the school has also set home learning activities with teachers using OneNote to support learning. This offer was put together rapidly in the weeks preceding closure and was reviewed after a couple of weeks. We recognise the difficulties home learning can bring to families, especially those with parents who are working from home. There were many myths about schools doing online lessons something we were not able to do. We will learn from this experience and should school be forced to close at any point in the future, we will make adaptations to the existing offer to ensure all children can access learning of the highest standard.

Throughout these difficult times our school community has been exemplary. The staff have adjusted and, despite their own trepidations, they have continued to provide a high-quality service for the school community.

Guidance was issued by the government on the 2nd July to reopen in September. This guidance has been considered in preparing our September reopening plan.

Mrs S Pennington
Headteacher

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Reopening Plan

The school will reopen to all children from year 1 to year 6 on Tuesday 1st September 2020. Reception and Pre-School children will start school on Monday 7th September.

Preparation for Reopening:

School shut as of Monday 20th July 2020. Over the course of the holiday, a large programme of building work including lighting will be taking place. At the end of this work, the school will be deep cleaned by the contractors in preparation for children returning.

This plan will be shared with our school community, in particular, parents/carers and staff.

Risk assessments have been reviewed in light of current guidance and will continued to be monitored and reviewed.

One-way systems outside of the school building have been reviewed and will be in place in September to support stopping the spread of the virus.

Responsibility of all Parents:

As lock down eases further, we must all act responsibly to minimise the risk of infection and follow government guidelines. This includes keeping socially distanced when dropping off and picking up children as well as following the one-way system. We will be expecting all members of the school community to maintain the 2m distancing. Outside of school, we ask that parents keep up to date of the government guidelines and ensure that their families follow them, i.e. not allowing children to have sleep overs with lots of other children. The school has the same expectation on its staff. A home-school agreement that considers the changes and current guidance will be shared with all families.

Attendance:

Government guidance is clear: all children will be in school in September. Whilst many schools across the country will issue fines for non-attendance, this is not something that Clayton-le-Woods CEP will do. Normal registers will be taken and normal attendance protocols will be in place. We want to work with parents to support good attendance but our expectation is that your child will be in school.

Control Measures:

- sanitation stations at every entry and exit point
- staggered start and end times
- one-way system around the school site.
- lunch in classrooms
- regular handwashing/sanitising
- use of class bubbles
- staff grouped in bubbles
- no whole school gatherings e.g. worship/assembly
- forward facing desks (where appropriate)
- staggered playtimes and lunchtimes
- reduced movement around school
- limitation on visitors
- limit staff contact
- part of the national track and trace system
- Staggered drop off and pick up times
- Rigorous personal hygiene practises and cleaning including contact points

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Hand washing will be key to supporting effective hygiene in schools and we have purchased sufficient quantities of hand sanitiser to facilitate this and ensured all children regularly wash their hands. Classrooms will also have additional hand sanitiser so there will be a regular mix of the use of soap and water and hand sanitiser throughout the day.

Children will have full access to the toilets with up to four children from the same bubble in their designated toilet at any one time and effective queueing systems put in place. **We ask that you do not send your child in with hand sanitiser as we are concerned there may be a risk of children accidentally misusing it, particularly if the sanitiser is alcohol based. If a child brings sanitiser, it will be returned to the parents at the end of the day.**

Bubbles (Explanation):

Bubbles are groups of children who stay together with their adults across the week and do not mix. Scientists believe that this will support the further controlling of the virus as, should a member of the bubble test positive to Coronavirus, it is easier for a smaller group to self-isolate. When considering the size of our bubbles at Clayton-le-Woods CEP, we have thought about how we can operationally run the school effectively as well as the consideration that some schools (high schools) could have huge bubbles under the guidance of up to 240 pupils. Therefore, the bubbles at Clayton-le-Woods will be class bubbles that expand for short periods to bubbles based on classes proximity to each other, with the following staff teams:

EYFS	Miss Eastham, Mrs Dwayre, Mrs Deighton Mrs Govier, Miss Sullivan
Year 1	Mrs Hogg, Mrs McCann, Mrs Fairhurst
Year 2	Mrs Gibson, Miss Smith, Mrs Mercer
Year 3	Mr Howard, Mrs Shorrocks, Mr Molloy
Year 4	Miss Carr, Mrs Bolton
Year 5	Mrs Howlett, Miss Burt, Mrs McGrath
Year 6	Mr Kay, Mrs Walsh

Staff within these bubbles will cover each other at lunchtimes, playtimes, PPA cover etc. to limit staff moving between bubbles.

Wider bubbles that will be used in a limited capacity are:
Year 1 and Year 2
Year 3 and Year 6
Year 4 and Year 5

Drop off and Pick up

The following times have been identified for drop off and pick up for each class:

Class	Time	Location
Pre-School and Reception	8:40 – 3:15	Infant playground and through the EYFS doors
Year 1	8:40 – 3:20	Back Lane entrance, up the steps and through the library
Year 2	8:50 – 3:30	Infant playground and through Year 2 side door
Year 3	8:40 – 3:20	Side entrance from Junior Playground
Year 4	8:40 – 3:20	Main entrance
Year 5	8:50 – 3:30	Main entrance
Year 6	8:50 – 3:30	Side entrance from Junior Playground

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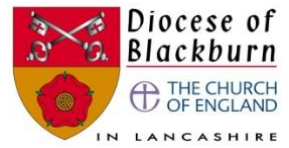
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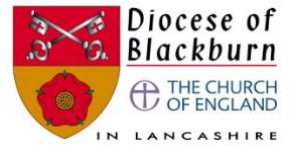




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Please ensure you drop off and pick up at these times and do not remain on site for any longer than is necessary. Should you need to wait between dropping off/picking up children in different bubbles, please use the lower junior playground to wait ensuring you maintain social distancing at all times.

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Staff will be on hand to support with the introduction of the one-way system and the morning drop off in September. Only one person should be picking up children as this will support social distancing. The only exception would be if you have a child with you of primary school age or younger. If waiting for children, please keep 2m apart and move away from any thoroughfares.

As children enter the building, there will be a table with hand sanitiser. Children will clean their hands using it both when they enter and leave school. There will be a member of staff there to supervise and welcome the children. On pickup, staff will ask you who you have come to pick up and will call each child at a time for Pre-School to Year 5 children. Year 6 children do not need to be picked up or dropped off by an adult.

Curriculum:

The initial few weeks of school will be focusing on children's mental health and wellbeing through the use of work on Growth Mindset and PSHE, alongside this, the school curriculum will commence in September to ensure that the children can develop their knowledge and skills to ensure they are ready for the next phase in their education. Our curriculum is already an exciting and successful curriculum that has been adapted for our children and our setting that will help to re-engage the children in their learning.

We believe that the routine of school coupled with a strong understanding of our children, their mental health and wellbeing, will ensure an effective return to school. Teachers will use the curriculum as a vehicle to socialisation so that activities are well planned to meet the needs of children to ensure that they are provided with activities to re-engage with one another.

Teachers will initially develop an understanding of the impact of the months of lost schooling on children's attainment. We will begin delivering the content from the year group they are entering, but always looking for opportunities to reapply and embed the learning from the previous year group, this is something that is second nature to teachers. This ensures children are applying their knowledge and skills accurately and consistently.

During September, the school will complete a baseline assessment using NTS tests and Accelerated Reader Star Reading tests for certain classes as this will have allowed a number of weeks for children to settle back into learning and feel safe and secure in school. The information will inform future curriculum plans moving forward.

Currently, there has been a lot of information around catch up funding. As a school, our view is that 'catch up' is an inappropriate phrase as all of the children have been off although we accept that they will have had different experiences with home learning. We await further information regarding this funding.

Classroom Layouts:

Tables will be set in rows where appropriate with children sitting side by side. Within bubbles children will not socially distance. EYFS will be as normal.

Sickness:

If a child or staff member has symptoms of Coronavirus they must not come to school. Staff will inform the headteacher and testing will be arranged. Anyone who develops symptoms must not come to school for 10 days unless they have been tested and the results of the test are negative, other members of their household should self-isolate for 14 days or until they have had a negative test result. The government have promised a small number of testing kits to school to give to parents, if needed, to administer a test at home for their child.

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If a child or staff member develops symptoms in school they must leave the site as quickly as possible avoiding contact with others. Children will be taken to the Hall or Staffroom whilst their parents are telephoned to pick them up. They will be supervised by staff who will wear Personal Protective Equipment (PPE). The room will be thoroughly cleaned by that staff member when the child is picked up.

If a staff member becomes unwell, a test will be arranged by the headteacher. Anyone who has developed symptoms in school must stay at home for 10 days unless tested and found to be negative.

If there is a confirmed case of Coronavirus, all adults and children within that bubble will be sent home for 14 days to self-isolate. Should there be a further confirmed case, the school will seek support and guidance from Public Health England 03442250562 (opt 2). A deep clean will take place.

Now that the Track and Trace system is up and running, there is an expectation that staff will comply with it in the interests of safety. Should there be a positive test for either a staff member or pupil in a bubble, that bubble will shut down and in line with current guidelines, all members will self-isolate for 14 days. This is regardless of whether or not they have a negative test. Please note that should a child have to self-isolate for 14 days – other household members do not need to unless there are symptoms. Parents are asked to work with the school and inform us of test results whether positive or negative so that we can act swiftly in making decisions to best support public health.

We will keep up to date with the guidance as this may change, especially as we progress further into the Autumn Term and the seasonal cold and flu season commences.

Face Covering

Face coverings are not recommend for children and are not a requirement even in enclosed spaces for children under 11. Please do not send children to school with face coverings. Staff will not be expected to wear face coverings unless in the circumstances identified in the below PPE section whilst in the school building. **As a preventative measure, we kindly request that all parents wear a face covering when dropping off and picking up their children within the school grounds.** We believe that this step will increase our ability to keep everyone safe and will reduce any possible transmission points within the school setting. Staff will also be wearing face coverings when seeing the children out at the end of day and welcoming them in the morning.

School Uniform:

Children will be required to wear full school uniform in September as this supports good behaviour, unity and a pride in the school.

If it is your child's PE day, we ask that they come to school in their school PE kit with their school jumper. If it is cold, they may wear tracksuit bottoms. This will help stop the spread of the virus in changing situations.

For Year 2, 3 and Reception, we will inform you which of the two sessions your child will need to wear their PE kit during the first week back or during home visits.

	Monday	Tuesday	Wednesday	Thursday	Friday
AM 1 9.00-10.00	PS	Y2	Y3	YR	Y4
AM 2 10.45-11.45	Y4	YR	Y1	Y6	Y5
PM 1 1.15-2.00	Y1	Y6	Y5	Y2	Y3

PE will commence from week 2.

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PPE (Personal Protective Equipment):

The government guidance is clear that PPE should only be worn in specific circumstances in school. It will not be worn by children. Staff will only wear it if having to work closely with a child, for example, administering first aid or intimate care. PPE will also be worn by any staff member supervising a child who has symptoms of Coronavirus whilst they wait to be picked up by a parent. It is important to note that should a child have an accident, for example on the playground, they will have first aid administered to them as usual (with a staff member wearing PPE).

Extremely Medically Vulnerable Children and Vulnerable Family Members:

Guidance from the Government advises that from the 1st August 2020 those affected no longer need to shield. To discuss this further, please contact school at head@clayton-le-woods.lancs.sch.uk

SEND Pupils:

All pupils should be in school in September. If your child has any additional needs and you have any concerns or require further information please contact Mrs. Howlett, our SENCo by emailing her on k.langton@clayton-le-woods.lancs.sch.uk so that we can all work together to ensure a successful return to school in September.

Worship/ Assemblies

We will continue to have daily acts of Worship/assemblies. The form of these will change and will be held using Teams (virtually) with children in each classroom. At this time, we will not be singing following government guidance. Worships will be as follows:

Worship timetable (2.45-3.00pm)

Monday	Merit and Manners – Mr Howard
Tuesday	Worship – Parables – Mrs Pennington
Wednesday	Current events/ Calendar events Worship
Thursday	Church Led Worship – Reverend Venables/Reverend Davies
Friday	Class Worship

Lunchtimes & Playtimes:

To aid in the prevention of coronavirus, we will be maintaining our class bubbles for both lunchtimes and playtimes.

Playtimes

	INFANT PLAYGROUND			INFANT PLAYGROUND	
10.00-10.15	Y1	2.00-2.15		Y1	
10.30-10.45	Y2	2.15-2.30		Y2	
	LOWER JUNIOR PLAYGROUND			LOWER JUNIOR PLAYGROUND	
10.00-10.15	Y3	2.00-2.15		Y3	
10.30-10.45	Y6	2.15-2.30		Y6	
	UPPER JUNIOR PLAYGROUND			UPPER JUNIOR PLAYGROUND	
10.00-10.15	Y4	2.00-2.15		Y4	
10.30-10.45	Y5	2.15-2.30		Y5	

Snacks are being provided for EYFS and KS1 children as normal. An adult from each group will go to the serving hatch and pick up their snack prior to the children having playtime and snacks will be provided outside.



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Lunchtime:

Lunch will be eaten in classrooms and will be staggered so that we can minimise the number of children on the playground at any one time. School meals at this time will consist of a 'grab bag' packed lunch until such time as we can begin to use the hall again.

		11.45-12.15	12.15-12.45
11.45-12.45 INFANT PLAYGROUND	Y1	PLAY	EAT
11.45-12.45 INFANT PLAYGROUND	EYFS	EAT	PLAY
11.45-12.45 LOWER JUNIOR PLAYGROUND	Y2	PLAY	EAT
		12.15-12.45	12.45-1.15
12.15-1.15 LOWER JUNIOR PLAYGROUND	Y4 Y5	PLAY EAT	EAT PLAY
12.15-1.15 UPPER JUNIOR PLAYGROUND	Y3 Y6	EAT PLAY	PLAY EAT

Restrictions for Staff:

Staff will only be allowed into the classrooms they are assigned and must avoid entering other rooms. The Staffroom will be accessible for the preparation of food/drink sitting with colleagues is permissible but ensuring strict social distancing of 2m. The School Office will only be accessed by Office Staff, the Deputy Headteacher and Headteacher. Should a staff member have a query with the office, please go to the window, attract attention then stand back. Registers will be delivered and picked up being left outside classroom doors and wiped.

There will be wipes in staff toilets and we ask that staff wipe down contact areas such as the toilet seat and flush after use.

Staff meetings will be held on a Wednesday evening and will either be socially distanced or online via Teams. Where there is online training, teachers will be given the option to go home and complete it there or alternatively to use a computer in school in their classroom to complete it.

Visitors to School:

Only essential visitors to school will be allowed on site. An example of an essential visitor would be a contractor completing the weekly water tests which are statutory and, in not doing them, would potentially affect the health of the school community. Parents will only be able to come onto the site to drop off and pickup children. Any concerns that need to be discussed with a staff member need to be done via telephone or email as this will help to ensure the safety of both staff and parents.

Government guidance permits peripatetic music lessons. These will be socially distanced with windows open and will follow strict hand washing guidance. It will be the responsibility of the teacher to wipe down any surfaces between pupils.

Care Club

We will inform you as soon as a decision has been made regarding the safe opening of care club.

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Educational Visits:

Government guidance indicates that trips can go ahead from the Autumn Term. We are currently monitoring the Bewerley trip in particular, due to take place in Spring term. It is hoped it will go ahead and to be able to do so, we will amend risk assessments to ensure consistent groups and that we follow guidance of where we are staying. However, current guidance stipulates that domestic overnight stays should not go ahead. We will review this in November and communicate to parents accordingly. We will liaise with the local authority as we follow Lancashire policy on educational visits. For other visits, we will review the situation in September prior to booking.

Sport/Competition & Swimming:

It is unlikely that direct sporting competition will resume until later in the Autumn Term (if possible). We are keen for our pupils to start swimming again. We will be seeking clarification on how swimming will take place for our Year 4 children and inform you once we have the information.

School Policies:

Key school policies such as Behaviour and Safeguarding Policies will be reviewed and amended (if required) as an interim measure whilst there are the current restrictions and will be communicated effectively to either staff or children. Adaptations will be made to the feedback policy and expectations around this due to the circumstances.

Bereavement List:

Many families across the globe have lost loved ones and friends. This may well be the case in our school community. We are asking parents to let us know via email to Julia Johnson at j.johnson@claytonbrook.lancs.sch.uk if this is the case as it may well be affecting a child and we need to know so that we can monitor to them and appropriately support them. This is also the case if a child remains at home and will support us to manage their safe return to school.

Review:

The Governing Body, in consultation with the Headteacher, will keep the plan under constant review considering changes in government guidance, views of our community, good practise in other settings and learning from what is a new situation for us all. Any changes will be communicated to parents.

This plan was written on Monday 3rd August 2020 and is based on the all the information available at the time. It is subject to change. We will inform you if any of the detail changes as soon as possible.