



Byers Green Primary School

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Dear Parents,

Following the recent government announcement regarding a phased return to school for some pupils, we have been working closely with Durham County Council to establish what is right for our school. The council is supporting all schools in the county, to establish a pattern and timeframe that works for them. They have provided a risk assessment, which is designed to put the health and safety of children first and ensure each school mitigates, to the best of their ability, risks associated with a phased return. With support from the council's team of dedicated staff, we have decided on an approach that best suits the needs of our children and families at Byers Green Primary School.

We anticipate that, unless the government or local authority guidance changes, we will **reopen on Monday 15 June** to children in **Reception, Year 1 and Year 6**. We will be closed every Friday afternoon until the end of term to allow for deeper cleaning of the school in preparation for the following week. Vulnerable children and the children of critical workers will still be able to attend on a Friday afternoon by prior arrangement if required.

It was announced today that plans for all primary children to return for a month before the summer break have been dropped by Education Secretary Gavin Williamson. This means that children in Year 2, Year 3, Year 4 and Year 5 will not be returning to school until September at the earliest.

Once again, I want to reassure you that we will not be pressuring parents of children in Reception, Year 1 and Year 6 to send their children to school – you know what's best for your children's health and wellbeing. It is also important to note that the government has been clear that parents will not be fined, and schools will not be held to account, for children's non-attendance during the summer term.

I want to reiterate that the safety of our children, our staff and our families has remained paramount throughout our planning for a wider reopening. However, I cannot guarantee that the school will be a completely risk-free environment or that infection will not occur on the premises. In the information that follows I intend to provide you with an overview of the measures we will be putting in place so you are able to make an informed decision. I cannot stress enough that the choice remains with parents as to whether they wish to send their children to school at this time.

Parents of children in Reception, Year 1 and Year 6 only - Please let us know whether or not you intend to send your child to school from Monday 15 June by emailing us at byersgreen@durhamlearning.net by 12noon on Thursday 11 June. We require a response either way in order to ensure we are fully prepared for the number of children that will be returning. If, at a later date, you change your mind and would like your child to return to school before the end of term we will require a period of 2 school days following notification in order to ensure we can accommodate an increase in numbers. For example, if you inform us on a Monday your child will not be able to return to school until the Thursday of that same week.

If you have any questions, please contact school via email in the first instance.

Take care and stay safe.

Mr Kirtley (Headteacher)

Information for parents

Drop off and pick up

- To ensure a safe start and finish to the day we are introducing staggered drop off and pick up times as follows:

| Year group | Start time (Mon-Fri) | Finish time (Mon-Thu) | Finish Time (Fri) |
|------------|----------------------|-----------------------|-------------------|
| Reception | 9:15am | 2:45pm | 11:45am |
| Year 1 | 9:00am | 3:00pm | 12:00noon |
| Year 6 | 8:45am | 3:15pm | 12:15pm |

- Reception and Year 1 children are to be accompanied to and from school by **one parent only** please.
- Year 6 children may walk to and from school unaccompanied but, if doing so, we request that they observe social distancing expectations on these journeys.
- Entry and exit for the children will be by the side gate where 2m lines will be demarcated to allow for the children (and parents where appropriate) to wait in a socially distanced line.
- Staff will be on duty to supervise the drop off and pick up process which will be new for everyone.

Classrooms

- We have modified classroom layouts to ensure adequate social distancing is in place.
- We are hoping to accommodate each year group in their own classroom but this may not be possible depending on the numbers of children returning to school.
- Each child will have their own desk and equipment which only they will use.

Staffing

- Each year group will work with the same members of staff throughout the week as follows:

| Year group | Staff |
|------------|--|
| Reception | Miss Morgan & Mrs Robinson/Miss Jewett |
| Year 1 | Miss Forth & Mrs Hargreaves |
| Year 6 | Mrs Bradwell & Mrs Dodd |

Handwashing

- This will be supervised and will occur regularly throughout the day e.g. on entering school, before and after playtimes, after visiting the toilet, before and after eating and before leaving school.

Playtime

- Each year group will play in a separate area to ensure there is no mixing with children from other groups.
- Each year group will be supervised by a member of staff to ensure that social distancing guidelines are followed.

Lunchtime

- No hot meals will be served.
- Packed lunches will be eaten in classrooms to allow for appropriate social distancing.
- Children in Reception and Year 1 will receive a school packed lunch in line with the universal infant free school meals scheme.
- Children in Year 6 who are eligible for free school meals will receive a school packed lunch.
- Children in Year 6 who normally bring their own packed lunch can continue to do so. However, a school packed lunch can be provided at a cost of £2.05 per day if required.
- Lunchtime supervisors will be assigned to look after a particular year group over the lunchtime period.
- Lunch will still be provided on a Friday but eaten slightly earlier than normal to allow for the earlier pick up time.

First aid

- Minor issues will be dealt with by our trained first aid staff who have been assigned to work with each year group. PPE will be worn by staff where appropriate.
- In the case of more serious issues parents will be contacted immediately.

Children/Staff showing possible coronavirus symptoms

- Children and staff must remain at home and not come into school if they develop possible coronavirus symptoms outside of school.
- Children and staff will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario. At this point, no action is required for other staff and children who do not have symptoms (unless they are from the same household as the person who is unwell). This is because most children with symptoms will not have COVID-19.
- If anyone in school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell, they must be sent home, advised to self-isolate for 7 days and follow guidance: <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>. Their fellow household members should self-isolate for 14 days.
- If a child is awaiting collection, they will be moved to a room where they can be isolated behind a closed door with appropriate adult supervision if required depending on the age of the child. A window will be opened for ventilation.
- If they need to go to the toilet while waiting to be collected, they will use a separate toilet. The toilet will be cleaned and disinfected using standard cleaning products before being used by anyone else.
- PPE may be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs).

Cleaning

- We will ensure high cleaning standards are maintained in order to significantly reduce the possible risk of transmission of infection by continuing to follow the guidance provided by Durham County Council's Caretaking & Cleaning Support Service.

Water bottles

- Children will need to bring a full water bottle to school each morning and take it home each afternoon to be thoroughly cleaned.

Clothing and footwear

- We are not stipulating that children should wear school uniform at this point as we recognise that they may have grown out of some of the items after a prolonged time away from school.
- Children may wear casual clothing and footwear but we request that parents ensure that this is appropriate for school.
- Where possible we request that clean clothing is worn each day to minimise the risk of infection.

Breakfast club/after school clubs

- There will be no breakfast club or after school clubs until further notice.

Contacting school

- In the interests of the safety of everyone concerned, we request that parents only contact school by telephone or email.