

Tilston Parochial Primary School September 2020 Returning to School Protocol and Procedures



Tilston Parochial
CE Primary School

In line with the Department for Education's instruction, it is our plan that all pupils, in all year groups, will return to school full-time from the beginning of the autumn term - Wednesday 2nd September 2020 (1st Sept/Staff INSET).

Our planning is underpinned by the Department for Education's advice on effective infection protection and control which states the following:

"We are asking schools to prepare for all pupils to return full-time from the start of the autumn term, including those in school-based nurseries. Schools should not put in place rotas.

Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Schools should thoroughly review their health and safety risk assessments and draw up plans for the autumn term that address the risks identified using the system of controls set out below. These are an adapted form of the system of protective measures that will be familiar from the summer term. Essential measures include:

1. a requirement that people who are ill stay at home
2. robust hand and respiratory hygiene
3. enhanced cleaning arrangements
4. active engagement with NHS Test and Trace
5. formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- grouping children together
- avoiding contact between groups
- arranging classrooms with forward facing desks
- staff maintaining distance from pupils and other staff as much as possible"

Many of the protocols and procedures that were implemented during the summer term will remain the same in the autumn term with the expectation that they will further embed so that children who did not attend in the summer term will themselves adopt the measures also.

All protocol and procedures are aligned to the Risk Assessment and Recovery Plan (June 2020) (appendix 1) that has been produced using DFE Guidance 'Guidance for full opening: schools' (<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#introduction>). It is a legal requirement to review and update the previous risk assessment.

"The following plan outlines relevant detail from the government's guidance with further detail about how Tilston Parochial Primary School will adopt measures and ensure compliance to the statutory elements within. The aim of this plan is to minimise the risks, whilst acknowledging that we can't negate them entirely."

All elements of the system of controls are essential. All schools must cover them all, but the way different schools implement some of the requirements will differ based on their individual circumstances...The system of controls provides a set of principles to help them do this and, if schools follow this advice, they will effectively minimise risks. (Guidance for full reopening 2nd July 2020)

Within the government guidance, the systems of control that schools should adopt are clearly listed. This document will outline those systems of control and how Tilston Parochial Primary School has made them appropriate to our specific context and circumstances.

"System of controls

This is the set of actions schools must take. They are grouped into 'prevention' and 'response to any infection' and are outlined in more detail in the sections below.

Prevention:

- 1)** minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, **do not attend school**
- 2)** clean hands thoroughly more often than usual
- 3)** ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach

4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach

5) minimise contact between individuals and maintain social distancing wherever possible

6) where necessary, wear appropriate personal protective equipment (PPE)

Numbers 1 to 4 must be in place in all schools, all the time.

Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.

Number 6 applies in specific circumstances.

Response to any infection:

7) engage with the NHS Test and Trace process

8) manage confirmed cases of coronavirus (COVID-19) amongst the school community

9) contain any outbreak by following local health protection team advice

Numbers 7 to 9 must be followed in every case where they are relevant."

Numbers 7-9 above may require school to share pupil/parent contact information with public health officials. This sharing of information is permissible under current law and is in line with data protection guidance covering schools.

Section 1: public health advice to minimise coronavirus (Covid-19) risks.

Systems of control	Action
<p>Prevention</p> <p>1. Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school</p>	<p>If a member of staff, pupil, parent or any other adult show symptoms of Coronavirus or they have tested positive within the last 7 days, <u>they are not to attend school.</u></p> <p>If an adult becomes unwell, they are to remove themselves from the setting as soon as possible.</p> <p>If a child in the setting becomes unwell, the existing guidelines will be followed i.e. the child will be removed to a designated isolated space (Main entrance area) where they can be monitored and supported until they are collected by their parents or carers. Mrs Kelsey Mort will supervise children.</p> <p>In terms of PPE, a fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn. The member of staff supporting the symptomatic child does not need to go home to self-isolate unless they develop symptoms themselves or if the symptomatic child subsequently tests positive or they have been requested to do so by NHS Test and Trace.</p> <p>There will also be a designated toilet assigned to children who fall ill (Disabled toilet in the main entrance area). Once the child is collected, both rooms (waiting area and toilet if used) will be thoroughly cleaned by a member of staff wearing both gloves and a mask.</p> <p>The designated isolation spaces/toilets are as follows;</p> <ul style="list-style-type: none">- Main Entrance Area- Seated on the wooden benches to ensure the area can be fully cleaned.- The disabled toilet in the main entrance area.

The child should then be tested for coronavirus. If the test is negative the child can return to the setting assuming they are well enough. If the test is positive, the child should self-isolate for 14 days and not attend the setting. Public Health England will work with school and decide if further action is needed. This is why it is so important to not mix with other children and adults outside of your group – it is a protective mechanism. This guidance also applies if an adult presents as unwell and is subsequently tested as positive.

Whether or not the whole bubble will close is dependent on the conditions of the day, rather than waiting for a test result.

Cases of COVID-19 should be reported to the Cheshire and Merseyside Health Protection Team in Public Health England using the online reporting system by telephone to 0344 225 0562 (option 1)

Public Health England will advise the school and make any decisions to shut down bubbles or a wider closure.

Prevention

2. Clean hands thoroughly more often than usual.

Adults and children are to wash their hands on the following occasions:

- Entry to school
- Before and after break times
- Before lunch
- After lunch
- When they change rooms
- Before leaving school
- Anytime that they visit the toilet or cough/sneeze into their hands.

Additional hand sanitiser pumps have been purchased and are stationed on the gate as children enter school as well as additional hand sanitiser at appropriate points in school i.e. the reception desk for visitors and staff upon arrival and the photocopying areas for increased hygiene as a 'pinch point' in the school.

	<p>Where children are struggling to wash independently, they may receive support assuming the adult supporting is also washing their hands. Children may also use moisturiser supplied from home when required.</p> <p>If a child cannot appropriately wash their hands, then staff should inform the Headteacher- Mrs Kelsey Mort immediately.</p> <p>Hand hygiene protocols are to be re-visited at the start of the year during 'Step-Up September' when the children will receive reminders about the expectations of practices and protocols in school. They will be established as part of our culture and behaviour expectations.</p>
<p>Prevention</p> <p>3. Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.</p>	<p>During 'Step-Up September', children will be reminded of the posters around school that encourage them to catch it, bin it and kill it. Children will be reminded that if tissues are regularly disposed of throughout the day, they should be thrown into the lidded bins in each classroom and their hands must be cleaned afterwards.</p> <p>Where pupils struggle to maintain as good respiratory hygiene as their peers (spitting etc) they will need an individual risk assessment to ensure measures can be put in place to reduce the risks. This is not a reason to deny these pupils face-to-face education.</p>
<p>Prevention</p> <p>4. Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach</p>	<p>At various intervals (as per the cleaning schedule), adults will disinfect and clean tables, door handles and equipment. Each class will have their own allotted set of classroom cleaning equipment in a caddy. It will be stored appropriately within the classrooms. Each class has a different coloured cleaning caddy to ensure they stay in the designated area and avoid cross contamination.</p> <p>Children should be allowed to go to the toilet as they would do in a normal school day, however staff need to be very aware of how many other children are also using the toilet and ensure that children wash their hands afterwards. Toilets are to be cleaned regularly.</p>

	<p>Toilet facilities- Bluebell Nursery & Wrens: Toilet facilities in the EYFS. Robins- KS1 toilet facilities only. Year3/4- Toilet facilities outside House Martins classroom. Year 5/6- Toilet facilities outside Kestrel classroom.</p> <p>Toilet facilities to be regularly cleaned by all staff throughout the day. Deep cleaning of these facilities takes place at the start and end of every school day. Mrs Gibson will complete a bleach clean at the end of every school day.</p> <p>If we are required to clean an area after a positive case of coronavirus has been identified, we must follow the guidelines (https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings). This includes ensuring that all tissues, PPE, and cleaning materials are put in a separate disposal bag that is stored securely for 72 hours before being disposed of.</p> <p>Mrs Gibson- Caretaker, to complete daily cleaning schedule and sign.</p>
<p>Prevention</p> <p>5. Minimise contact between individuals and maintain social distancing wherever possible.</p>	<p>The purpose of ‘bubbles’ is to minimise contacts and mixing between people, reducing the transmission of coronavirus. Tilston Parochial Primary School will do everything it can to maintain this whilst still delivering a broad and balanced curriculum. Within bubbles, children and adults must also take measures to distance themselves where at all possible.</p> <p>Tier 1 All priority groups returned to school on Monday 15th June 2020. Monday 29th June- Y2, 3, 4 & 5 returned for part time sessions as part of transition and our Tier 1 approach. (see page 28)</p> <p>Wednesday 2nd September 2020- All children will return to school and start in their new classes. Transition- Transition meetings have been held virtually to ensure a smooth transition for children in September 2020.</p>

Grouping the Children

There has been recognition from the DfE that children cannot distance themselves from staff or from each other. Bubbles provide an additional protective measure and they make it quicker and easier to identify those who need to self-isolate as a result of a positive test result.

The DfE guidance reads as follows:

“In this guidance for the autumn term, maintaining consistent groups remains important, but given the decrease in the prevalence of coronavirus (COVID-19) and the resumption of the full range of curriculum subjects, schools may need to change the emphasis on bubbles within their system of controls and increase the size of these groups.”

In order for school to offer a curriculum that is best-placed to support ‘catch-up’ our bubbles will need to be in classes i.e working as Nursery/Reception, 1/2, 3/4, 5/6. The reasons for this are as follows:

- All children will be able to be considered for catch-up interventions now that teaching support can work across phases. There would not be enough adults to support individual class bubbles.
- Our curriculum structure is based on phase mixed-year groups and the sharing of resources and equipment to facilitate this. There would not be enough resources to support a broad curriculum if we used individual year group bubbles.
- We can deploy staff internally to cover PPA/management time within a class bubble model.
- Staggered entry/exit times and break/lunch times can be managed more effectively in class bubbles rather than having several individual start/finish times. This measure would reduce that to 2 start/finish times.

Drop Off Times

EYFS- 8:40-8:50am (Entry through EYFS door)

Year 5/6- 8:40-8:50am (Kestrels class door)

Year 1/2- 8:50-9:00am (Robins door)

Year 3/4- 8:50-9:00am (House Martins door)

Collection Times

EYFS- 3:00-3:10pm (EYFS door)

Year 5/6- 3:00-3:10pm (Kestrels class door)

Year 1/2- 3:15-3:25pm (EYFS Gate)

Year 3/4- 3:15-3:25pm (House Martins door)

HT to monitor drop off and collection times. Parents are asked to support us in dropping off and collecting promptly and leaving the premises straight away.

These staggered times reduce the risk of bubbles mixing and increasing the risk of infection.

Within the government guidance, it recognises that younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group.

All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the curriculum, however now that we are in class bubbles, the necessity for this to happen is very unlikely.

All class teachers have at least one teaching assistant in class to support and deliver specific interventions.

Measures within the classroom

Adults are to encourage children to maintain a distance between one another whilst inside and reduce the amount of time that they are in face-to-face contact with one another. Where circumstances allow, adults are to try to distance from children and one another.

Children with additional needs should receive as much support as normal but adults are to be extra vigilant and mindful of their face-to-face time with the children and reduce this where possible.

Classrooms need to be adapted to support distancing where possible. If tables are used, they should face the front and children should sit side-by-side, not facing one another nor side on. Classrooms will be prepared as such ready for September.

Measures elsewhere

There will be no whole-school events where children and adults are required to congregate. Assemblies will be limited to class assemblies. Children will be required to distance during these assemblies rather than lining in tight rows. Where possible, efforts will be made to have virtual assemblies through Zoom (video conference software) or video links on School Spider. Children can sing during assembly in groups of 15 maximum.

Use of the staff room should be minimal. The staff room will remain open to TWO adults at one time. Staff to access the fridge/boiler area. The library will be used from September to ensure staff can socially distance whilst having a break and socialise with colleagues.

Measures for arriving at and leaving school (inc break/lunch times)

The start and end time of school will vary for each class bubble:

Drop Off Times

EYFS- 8:40-8:50am

Year 5/6- 8:40-8:50am

Year 1/2- 8:50-9:00am

Year 3/4- 8:50-9:00am

Staggering entrance/collection will ensure that the adults and children on site can distance appropriately and it will reduce the risk of children coming in to contact with children from other bubbles. This may be difficult for some families of multiple children. Parents will be encouraged to adhere to the times but we will consider exceptional cases on an individual basis.

Parents are to be encouraged to walk to school where possible and only one parent will be permitted on the school grounds. If children cycle or scooter to school, then they are to use the storage area to lock their bike/scooter securely.

Parents are encouraged to drop off following the same systems implemented in June. Parents drop off by the main gate and Mrs Mort will supervise children once on the front yard. Mrs Farmer to supervise the canopy area (Following safeguarding procedures implemented 2019/2020)

The large gates will be locked from 8:30am and there will be no access to the school yard during the school day.

Again, parents must not arrive early or late. They must collect their children on time so that teachers can release children safely. The playground will be open to parents to briefly wait in before their children are released to them. Whilst parents are waiting, social distancing must be adhered to.

Teachers will not be available to speak to unless teachers initiate the contact. Teachers must commit their time to ensuring that all children safely leave their care. Parents can contact teachers through the main school office if they have queries about the day or they can call to make a phone appointment.

The school office is not to be accessed by parents unless through prior arrangement via a call or email. The office will not be open for parents to drop-in to. The DfE guidance states that coming into the site without an appointment is not allowed. However, parents can obviously still call and receive support over the phone or via email. Mrs Farmer will go in to all classrooms at the start of the day to drop off registers and lunch registers. Mrs Farmer will collect all registers by 9:15am.

Any homemade non-disposable face coverings that staff or children, young people or other learners are wearing when they arrive at their setting must be removed by the wearer and placed into a plastic bag that the wearer has brought with them in order to take it home. Disposable face-coverings must be placed in a lidded bin. The wearer must then clean their hands. All lidded bins will be double bagged by the caretaker.

Other considerations

Supply teachers, peripatetic teachers and/or other temporary staff can move between schools. Likewise, specialists, therapists, clinicians and other support staff for pupils with SEND should provide interventions as usual. However, they must be made aware of school procedures and they must adhere to them. A visitor's pamphlet of these will be provided alongside the normal safeguarding procedures.

Where contractors can attend outside of school hours they should. If that is not possible, they should follow all procedures as determined by school.

A record of all visitors must be kept to support NHS Test and Trace.

All visitors will be asked **BEFORE ENTERING** if they have any Covid-19 symptoms.

In terms of classroom resources, for regularly used stationery, KS2 children will all have their own individual set that is not to be shared. Other classroom resources like books and games can be used within the bubble but should be cleaned following use. KS1 and EYFS children will share limited resources. Staff to ensure all resources are cleaned thoroughly at the end of each day.

Shared resources, like art/science equipment should be meticulously cleaned between use or rotated to allow 72 hours between use to ensure they are safe.

Games that encourage distancing and little touch need to be made available to the children. However, outdoor equipment should not be used unless we are able to ensure that it is appropriately cleaned between groups of children using it, and that multiple groups do not use it simultaneously. Therefore, each group will need to gather resources from their classrooms or the PE cupboard so that they have dedicated outdoor equipment that is taken out and used exclusively by them. This is gathered back in at the end of their break/ lunch time and cleaned.

Pupils should not bring anything additional from home. There can be no 'show and tell'. However, children can now take books home and return them as normal. Books are to be returned as normal but taken out of circulation for 72 hours before being returned to the library.

Teachers can now take books home (and return them freely) to assess or use to support planning etc. This is also true of library books. **Staff are encouraged to mark books on site.**

<p>Prevention</p> <p>6. Where necessary, wear appropriate personal protective equipment (PPE).</p>	<p>PPE should only be used for two reasons; where an individual is presenting with coronavirus symptoms and/or when a child is receiving intimate care (toileting/relevant first aid support).</p> <p>The PPE available in school for dealing with cleaning of potentially infected zones and supporting ill children or adults is as follows:</p> <ul style="list-style-type: none"> - Face masks - Aprons - Gloves of various sizes - Face shields (limited quantities) <p><u>Children need to know that some adults might be wearing PPE and that it is 'ok'.</u></p>
<p>Response to any infection</p> <p>7. Engage with NHS Test and Trace.</p>	<p>Parents and staff will be informed that they are expected to engage in the NHS Test and Trace process if required to do so.</p> <p>They will be required to book a test and provide details of anyone that they have been in close contact with. They will then be obliged to follow the 'stay at home' regulations.</p> <p>Anyone who displays symptoms of coronavirus can and should get a test following the flowchart response.</p> <p>If school thinks that the family of the symptomatic child/adult is unlikely to book a test appropriately, we will provide a home testing kit. We should receive these before the start of the autumn term and they will be stored in the School Office. Given the potential low numbers of kits, they will only be issued with the agreement of either JF or KM.</p> <p>Contact with the symptomatic family will be maintained so that we can respond appropriately to either a positive or a negative result.</p>

If the test result is negative, the child can return to school assuming they would do so under normal circumstances.

If the test result is positive, the child and family need to follow the 'stay at home' guidelines.
<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Response to any infection

8. Manage confirmed cases of coronavirus (Covid-19) amongst the school community.

School should contact the local health protection team:

Cheshire and Merseyside HPT
Public Health England
PHE North West
Dr Melanie Sirotkin, Centre Director
5th floor
3 Piccadilly Place
London Road
Manchester
M1 3BN

Telephone 0344 225 0562 (option 1)

School must provide the details of those children/adults that have been in direct close contact with the child/adult (face-to-face contact for any length of time); proximity contacts (extended close contact – within 1m-2m for more than 15 minutes); travelling in a small vehicle with the infected person.

Mrs Farmer will prepare a report that shows the contact details of each member of the class bubbles to support the contact tracers.

School will inform parents of the infection, according to the flowchart, but we will not reveal the name of the infected child/adult.

	<p>Those contacted or sent home must self-isolate for 14 days but those living in the household do not have to unless the child shows symptoms. At that point the household will need to self isolate following stay at home guidance and have the test. <u>If the symptomatic child's test is negative, they must continue to isolate for the remainder of the 14 days.</u> If the result is positive, they must inform school immediately and isolate for at least 7 days from the onset of symptoms.</p> <p>Tilston Parochial Primary <u>will not</u> (as per the DfE instruction) be able to ask for evidence of negative test results or other medical evidence before admitting children back after a period of self-isolation.</p>
<p><i>Response to any infection</i></p> <p>9. Contain any outbreak by following local health protection team advice.</p>	<p>Keep in contact with our health protection team.</p> <p>If school has 2 or more confirmed cases within a 14 day period, this could be considered an outbreak and greater measures would need to be put in place. The health protection team would advise throughout.</p> <p>This could result in a class bubble lockdown, a school closure or/and a mobile testing station being established in school.</p> <p>Testing will focus on the affected classes, then their year groups and then the remainder of school if required.</p>

Section 2: School operations

Aspect of school	Action
<p>Transport</p> <p>There is a distinction between dedicated school transport and wider public transport:</p> <ul style="list-style-type: none">• by dedicated school transport, we mean services that are used only to carry pupils to school. This includes statutory home to school transport, but may also include some existing or new commercial travel routes, where they carry school pupils only• by public transport services, we mean routes which are also used by the general public	<p>Dedicated school transport</p> <p>Pupils on dedicated school services do not mix with the general public on those journeys and tend to be consistent. This means that the advice for passengers on public transport to adopt a social distance of two metres from people outside their household or support bubble, or a 'one metre plus' approach where this is not possible, will not apply from the autumn term on dedicated transport. Therefore, school trips using coaches can still occur as long as the children travel in their consistent bubbles.</p> <p>If children are travelling via coach to a trip, for example, they are expected to adhere to the systems of control still i.e. good hand hygiene and distancing where possible.</p> <p>School will only use travel companies who can share a policy that outlines their commitment to thoroughly cleaning coaches between use.</p> <p>Wider public transport</p> <p>Children should not attend trips or visits if they are required to use public transport to get there.</p>

Attendance

Now the circumstances have changed and it is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development.

School attendance will therefore be mandatory again from the beginning of the autumn term.

Attendance expectations

School will communicate the necessity of attending school to parents and where required, we will offer additional pastoral support.

School will re-establish attendance routines as before i.e. we will continue to record and monitor attendance as we did pre-covid and any absence will be followed up.

Where appropriate, we will engage with the local authority to pursue sanctions for families with non-attending pupils (in line with the local authority's code of conduct).

Pupils who are shielding or self-isolating

If rates of infection in the local area rise, then some parents who have children who were once shielding due to medical advice may wish to isolate their children again. Tilston Parochial Primary School will support those parents.

Where children cannot attend school as parents are following clinical and/or public health advice, absence will not be penalised.

Pupils and families who are anxious about return to school

If parents of pupils with significant risk factors are concerned, we will provide opportunity to discuss the safety at school and the procedures in place in an attempt to provide reassurance – this could be via a Teams/Zoom meeting.

These pupils are to be identified by school.

School Workforce

Staff who are clinically vulnerable or extremely clinically vulnerable

Tilston Parochial Primary School has planned to follow the full measures within the guidance, therefore all staff will return to the workplace as normal.

Those members of staff that received a letter to say that they were extremely vulnerable and advising them to shield can also return as normal given that shielding comes to a close on 1st August. However, those adults will be encouraged to maintain social distancing measures as much as possible when in attendance.

People who live with those who are clinically extremely vulnerable or clinically vulnerable can attend school as normal also.

Deploying support staff and accommodating visiting specialists

As per government guidance, teaching assistants may be deployed to lead groups or cover lessons under the direction and supervision of a qualified, or nominated, teacher. This will become an important measure to reduce the necessity of bringing in agency staff and compromising the integrity of bubbles, should there be a need to arrange cover for any reason.

Supply teachers and other temporary or peripatetic teachers

Supply teachers will be used as a last resort to cover classes, however if required they will need to maintain stringent distancing.

Likewise, Premier Sports coaches and Chester Cricket Board and Music 4 Life will be permitted to teach various groups of children assuming that they are able to follow stringent distancing also. These will need to be consistent people, not changing week-to-week.

	<p>Staff taking leave</p> <p>The government has set a requirement that people returning from some countries will be required to quarantine for 14 days.</p> <p>Where staff are required to quarantine after returning from holidays, they need to understand that any period of absence is not authorised given that they are knowingly becoming absent from work. No home-working role is available to those adults therefore staff would be determined as being absent without leave.</p>
<p>Safeguarding</p>	<p>All existing pre-covid safeguarding measures will return as normal. Designated Safeguarding Lead- Mrs Kelsey Mort and Deputy Designated Safeguarding Lead- Mrs Pam Edwards. Designated Safeguarding Governor- Mrs Susan Fryers. CURA system will continue to be used to log any concerns and keep chronological reports.</p>
<p>Catering</p>	<p>The school kitchen will be fully open in Autumn term. Edsential will continue to provide hot cooked meals to all children. Packed lunches need to be in disposable bags.</p>
<p>Lunch and break times</p>	<p>Midday supervisors will continue to support the supervision of lunchtimes. Class bubble will not mix.</p> <p>All classes will eat in the dining room. Mrs Rose Smout will clean all tables and benches between classes.</p> <p>Timings of lunchtimes will be staggered, as will break times:</p>

	<p>Break times</p> <ul style="list-style-type: none"> ➤ EYFS: 10:30-10:45am ➤ Robins: 10.30-10:45am ➤ Lower Key Stage 2 (Y3/4): 10.30am – 10.45am ➤ Upper Key Stage 2 (Y5/6): 10.30am – 10:45am <p>Lunch times</p> <ul style="list-style-type: none"> ➤ Early Years: 11:40am-1:00pm. (Dining room- 11:40-12:05pm) ➤ Robins: 12:00pm-1:00pm (Dining room- 12:00-12:20pm) ➤ House Martins (Y3/4): 12:20pm-1:00pm (Dining room- 12:20-12:40pm) ➤ Kestrels (Y5/6): 12.15pm – 1.00pm (Dining room- 12:40-1:00pm) <p>Lunch time staff</p> <p>Mrs Weaver- 12:00-12:45pm EYFS supervision Miss Pountney- Dining room supervision 11:45-1:15pm Mrs Hegarty- 12:20pm-1:00pm Supervise KS1 (Wk1- M/W & F) (Wk2- T/Th) Mrs Griffin- - Friday 12:20pm-1:00pm Supervise KS1 (Wk1- M/W & F) (Wk2- T/Th) Mrs Harrison- Mon-Fri 12:15-1:15pm Supervise KS2. FP to collect children from the field area when time to enter the dining room.</p> <p>On some occasions, support staff will be required to help to supervise the children if staff sickness/wet play.</p> <p>Whilst children are outside, members of staff are to have their lunch. Staff can eat in the staffroom (Max 2 people), in the library (Ensure social distancing at all times) or in their classrooms. Individual preferences will be supported and respected by all staff.</p>
<p>Estates</p>	<p>Mrs Gibson/ Mrs Mort will conduct the normal pre-term building checks as per the existing schedule of work.</p>

	<p>The Buildings Committee will meet Autumn Term.</p> <p>Mrs Gibson to ensure that classrooms have good ventilation (open windows and doors).</p>
Educational Visits	<p>There will be no residential visits in the autumn term.</p> <p>School trips are permitted to resume however the risk of compromising the integrity of bubbles by mixing with other schools attending venues or using coaches that have also been used by other schools, does not seem conducive with guidance.</p>
School Uniform	<p>All children, other than nursery children, will be expected to continue to wear full uniform. Sensible school shoes will be expected from September.</p> <p>PE kits will be worn to school on days children have PE lessons.</p> <p>Outdoor Exploring- Children will wear black leggings/jogging bottoms will full uniform on days when they do Outdoor exploring. Children will need additional outdoor clothing to add before the start of the lesson.</p>
Wraparound care	<p>Wraparound care is permitted to commence. Children attending wrap around care will ideally need to be kept in separate class bubbles, however that might not be possible due to limited staff numbers and children attending therefore the children will need to remain in small consistent bubbles, observing very good hand hygiene.</p> <p>The main school hall will be used to provide additional space to ensure social distancing at all times.</p>
Extra-curricular provision	<p>Premier Sports- Clubs will start from Monday 7th September (KS2) Danny Woodvine will provide a risk assessment and lead all clubs. 2 metre social distance will be adhered to at all times between Mr Woodvine, staff and children. Children within the bubble can mix socially.</p> <p>Chester Cricket Club- Owen Williamson will start cricket club from Monday 7th September. Chester Cricket club will submit their own risk assessments to ensure staff and children are safe at all times.</p>

Section 3: Curriculum, behaviour and pastoral support

Aspect of school	Action
<p>Curriculum expectations</p> <p>The key principles that underpin government advice on curriculum planning are:</p> <p>Education is not optional: all pupils receive a high-quality education that promotes their development and prepares them for the opportunities, responsibilities and experiences of later life.</p> <p>The curriculum remains broad and ambitious: all pupils continue to be taught a wide range of subjects, maintaining their choices for further</p>	<p>Tilston Parochial Primary School will not have a 'recovery curriculum'. We will instead apply our curriculum model in its fullest and identify gaps in core learning that need to be negated over a period of time, with additional intervention for those year groups that have less time to 'catch-up'. However, we will have a period of adjustment in September that we will brand as 'Step-Up September'.</p> <p>We will implement the White Rose Catch Up planning for maths.</p> <p>During this period, children will be reminded of all of their hard work during the previous year and we will 'reset' the expectations so that children know that we are expecting of them on their return to school i.e. great learning behaviours.</p> <p>A tiered document that outlines the Step-Up September plan will be produced and shared so that all parties are aware of the focus in the returning month. Tier 1 will focus on the universal messages that we need to re-establish, tier 2 will share enhanced measures of procedures already in place, and tier 3 will outline targeted support and specialist intervention.</p> <p>Our September 2020 curriculum will be as planned, however more time needs to be given to planning the non-core elements so that our curriculum offer is aligned to our improvement plan.</p> <p>We will return to the normal teaching of all subjects in the autumn term</p> <p>Formative assessment will be used to a greater extent so that teachers can tailor the learning journeys.</p> <p>White Rose diagnostic assessments will be used from year 1-6 to identify gaps and set work appropriately. Our 'Catch Up' plans will run throughout the academic year and beyond if needed.</p>

<p>study and employment.</p> <p>Remote education, where needed, is high quality and aligns as closely as possible with in-school provision: schools and other settings continue to build their capability to educate pupils remotely, where this is needed.</p>	<p>Remote education will continue to provide a proven platform for delivering home learning. In the event of a local lockdown or closure of a bubble in school, teachers will continue to use this platform to deliver daily lessons.</p> <p>The Relationship and Sex Education element of our new curriculum will be planned and consulted on with parents during the autumn term 2020. There is now leeway to defer the implementation of that curriculum content until the summer term 2021.</p>
<p>Specific points for early years foundation stage (EYFS) to key stage 3</p>	<p>For children in nursery settings, teachers should focus on the prime areas of learning, including: communication and language, personal, social and emotional development (PSED) and physical development. For pupils in Reception, teachers should also assess and address gaps in language, early reading and mathematics, particularly ensuring children’s acquisition of phonic knowledge and extending their vocabulary. Settings should follow updates to the EYFS disapplication guidance. For nursery settings and Reception, consider how all groups of children can be given equal opportunities for outdoor learning.</p> <p>For pupils in key stages 1 and 2, school leaders are expected to prioritise identifying gaps and re-establish good progress in the essentials (phonics and reading, increasing vocabulary, writing and mathematics), identifying opportunities across the curriculum so they read widely, and developing their knowledge and vocabulary. The curriculum should remain broad, so that the majority of pupils are taught a full range of subjects over the year, including sciences, humanities, the arts, physical education/sport, religious education and relationships and health education.</p>

<p>Music</p>	<p>Given that there could be an additional risk of infection in environments where children and adults are singing, chanting, playing wind and brass instruments or shouting, singing should not happen in groups of more than 15 and when it does take place, children need to be side-by-side and not facing one another. This has implications for our music curriculum and adjustments will need to be made.</p> <p><i>This is subject to change.</i></p>
<p>Physical activity in schools</p>	<p>PE lessons are still to take place. Where possible, they are to take place outside as transmission of the disease is reduced in the outdoors.</p> <p>The systems of control will still need to be applied during these sessions. Pupils will be kept in consistent groups and sports equipment will be cleaned thoroughly between each use by different groups. Hand hygiene and respiratory hygiene is paramount due to the nature of exercising and the way people breathe as a result. Hands must be washed thoroughly after completing a PE session.</p> <p>Contact sports are to be avoided.</p> <p>Premier Sports and Chester Cricket Board can still be used to deliver PE sessions as long as they also follow the protective measures. Individual risk assessments will be provided.</p>
<p>Pastoral support</p>	<p>Jo Huxtable (ELSA) will ensure that appropriate materials are on hand to support children's wellbeing. PSHE sessions will need to provide children with the opportunity to rebuild friendships and social engagement and address issues linked to coronavirus.</p> <p>Where issues arise, Jo Huxtable is to be informed so that ELSA sessions can take place. Jo Huxtable will need to ensure that she distances appropriately during meetings (outside preferably) given that she will be required to work across phases.</p>

Behaviour expectations

The current approved behaviour policy coronavirus amendment will still apply.

During 'Step-Up September', expectations of behaviour will be revisited and the school's values:

Respect

Trust

Courage

Joy

Community

Friendship

We will discuss all values and a link to Step up September discussed.

Section 4: Assessment and accountability

Aspect of school	Action
Primary Assessment	<p>All statutory assessments (other than the Reception Baseline) will take place in the academic year 20/21 in accordance with the usual timetables.</p> <p>Tilston Parochial Primary School have signed up for the early adopter year and will start the reception baseline from September 2020.</p> <p>The tests are as follows:</p> <ul style="list-style-type: none">• the phonics screening check• key stage 1 tests and teacher assessment• the year 4 multiplication tables check• key stage 2 tests and teacher assessment• statutory trialling <p>Tilston Parochial Primary School will prepare for these tests in the same manner as has been done in previous years.</p>

Section 5: Contingency planning for outbreaks

Aspect of school	Action
A local outbreak	<p>If school is made aware of a local outbreak, the PHE health protection team or the local authority may advise school to close. Preparations will be made by way of a contingency plan so that learning can still continue and the community can remain safe.</p> <p>If PHE close a bubble in school, the learning will continue via the School Spider online platform.</p>
Remote education support	<p>Tilston Parochial Primary School needs to be in the position to offer immediate remote education if there was a local outbreak and subsequent lockdown.</p> <p>Our immediate response will be the following:</p> <ul style="list-style-type: none">➤ Children are to take home their individual stationery packs (KS2) and their current exercise books➤ Adults will share lessons via School Spider, including reference to Oak National Academy lessons that are tailored for every objective in the primary curriculum (EYFS coming soon).➤ Children will be able to take photos of their learning and upload to the Pupil Area page so that teachers can monitor progress and offer supportive feedback if appropriate.➤ Staff to continue to support emotional wellbeing with video clips and the use of the chat function. <p>Chosen learning activities will follow our curriculum sequencing and will be of high quality. All teachers will use this consistently to support online learning. More detail on Oak National Academy can be found here (https://www.thenational.academy/information-for-teachers).</p> <p>Where children can't access the internet, children will receive home-learning packs (paper-based) to complete. However, efforts will be made to ensure vulnerable/disadvantaged families are not further disadvantaged by their lack of technology in the household.</p>

The principles for delivery will be as follows:

- Children will receive learning opportunities for a range of subjects each day
- Learning will be sequenced as per our current curriculum model and following our medium term plans
- High quality explanations will be made by the teacher.
- Work will be checked through uploads to School Spider
- Lessons will be of the equivalent length of a normal school day.
- Zoom sessions will not be permitted as it is our aim to offer an inclusive home learning programme.
- Oak National content that specialises in SEND will be offered accordingly, alongside packages made available through the learning support team.

Return to School Approach- 2020-2021

