



Arrangements for September 2020 based on DfE guidance

Dear Parents & Carers,

I hope you have had a good summer break despite the strange circumstances we find ourselves in. **Please read the following information regarding the return to school next week.** School life will NOT be returning to the pre March normal but this will be our 'new' normal for the time being, or until there is an effective, safe vaccine.

We have completed a thorough risk assessment that will be made available to you by Mr Radbourne very soon.

ALL decisions will be made with the safety and best interests of the children in mind but please be prepared for change when needed as we continually review what we are doing. Any change will be communicated immediately that I CAN PROMISE YOU.

As you will have seen in the news, Boris Johnson has stated that the risk to primary aged children is minimal but we also know that schools can only operate because of the adults that work within them, so we MUST remain extra vigilant.

If you wish your child to wear a mask then they are welcome to do so but it will be their responsibility to look after it. The DfE is not recommending that children wear masks at this time. If the guidance changes we will inform you immediately.

Some staff may choose to wear masks/visors and this is a personal choice.

Wednesday September 2nd will be an INSET day so CLOSED for all children.

Thursday September 3rd- the children will return to school.

The children will be in class pods but pods can mix if needed, across year groups ONLY. Staff 'CAN' operate across pods/classes in order to facilitate the delivery of the timetable but we will try to keep this to an absolute minimum for obvious reasons.

We can offer breakfast club as children 'from different pods/bubbles can mix in this instance if the groups remain small and consistent'. We have asked parents to contact us if they will need a breakfast club place before the start of term. We will no longer be able to add children on an adhoc basis and will need to know the week before if your child needs to attend. We need to minimise too many children from different year groups mixing together and so it will be more tightly regulated in terms of numbers.

We will be reviewing 'after school' provision at the beginning of September and again we ask you to contact Mrs Wickland or Mrs Archard if you think you would need this provision. We will need to consider numbers of children and organise it accordingly based on that information.

Queries or concerns

PARENTS & CARERS WILL NOT BE ALLOWED TO ENTER THE SCHOOL BUILDING so if you have a query please use one of the following depending on the urgency:

- You can phone on 341171 and speak to a member of the admin team- Miss Shaw (attendance related) or Mrs Archard or Mrs Wickland (for other inquiries) OR

- Check the school website on www.bps.derby.sch.uk (this is now being regularly updated by Miss Bird, the ICT lead in school) OR
- Use Class Dojo to contact the class teacher who will contact you as soon as they are able to. They will be teaching all day so please bear that in mind. The class teacher should be your first point of contact before a member of the senior leadership team, unless it is extremely urgent such as a safeguarding concern.
- If you do have a concern that requires a senior leader or myself, then there will be specific times that we will be available on a daily basis. Other appointments can be made outside of these time slots. You will need to ring one of the admin team to arrange this and they can then check the electronic school diary to see when we are free.

Year groups will come into school staggered and still adhere to the one- way system already in place. For this reason the bike shed will not be available as it will cause issues for the one way system. We will review this once we have all children back in school and can see how it is working.

Parents need to keep to the staggered times but if you have more than one child in school then please liaise with the class teachers and individual arrangements can be made. Use CLASS DOJO to communicate with the teachers in this instance. We MUST avoid clusters of parents meeting at the school gates and we are aware that with ALL children returning this will require patience and flexibility from everyone. We ask that only ONE parent comes on to the school premises and that the flow of children and adults keeps moving so we can avoid areas becoming blocked and the risk of infections being passed on increasing.

We will monitor this and myself, Mr Radbourne and Miss Walmsley, along with Mr Rains will be present every day to support this process during the first few weeks.

No one will be allowed on the school premises before 8.35am, unless they are accessing breakfast club.

Start Times	Finish Times
Year 6: 8.40-8.45	3.00
Year 5: 8.45-8.50	3.05
Year 4: 8.50-8.55	3.10
Year 3: 8.55-9.00	3.15
Year 2: 9.00-9.05	3.10
Year 1: 9.05-9.10	3.15
EYFS: 9.10- 2.50 (start full time on the 9 th September)	
Nursery: As before	
Ark: 9.00	3.00
Phoenix: 9.00	3.00

Breaktimes & Lunchtimes

Break times will take place in year groups. Year groups CAN mix so two classes at a time can be in one area. Specific areas have been allocated to facilitate this across the school.

Lunch times - again classes within year groups can mix and specific arrangements have been put in place to allow lunch times to happen as safely as possible. There will now be the option of a hot dinner and tables will be thoroughly cleaned in between sittings. The menus were put on Class Dojo by Miss Shaw but please contact her directly if you need them reposting.

Lunch may over run slightly as children and staff adapt to these new arrangements but we will be constantly reviewing this and will keep you informed. Some schools are not providing hot dinners but we are going to try and make it work, if this is not successful we will return to packed lunches.

Staff will guide the children to adhere to the systems already in place within school eg one way systems in corridors and new lunch time routines. Children that were in during the summer term will be able to act as good role models and this will be supported by the new behaviour approach in school.

ALL children will be reminded that behaving in a sensible, orderly manner is what will be expected and we know we can welcome your support with this. Safety is paramount for school to remain open and the children to return to their learning.

Attendance

Now that 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, well-being and wider development, school attendance will be mandatory. Miss Shaw will remain as the attendance lead and will be in constant communication with myself regarding individual circumstances and the LA attendance team, where we will take advice if needed.

From the beginning of the autumn term, the usual rules on school attendance will apply:

- Parents/Carers duty to ensure that their child attends regularly at school where that child is a registered pupil, and they are of compulsory school age
- Schools' responsibilities to record attendance and follow up absences in the usual manner
- The availability to use sanctions, including fixed penalty notices in line with the local authorities' codes of conduct.

We will continue to support families as much as we can so that everyone feels safe and comfortable to return to school.

Online Learning

Although we are encouraging all children to return to school we are aware that there may be children who are at home, for example, if they display symptoms and have to self-isolate. We will be providing provision for home learning alongside the provision in school and this will be uploaded to Class Dojo every week. There will be daily English and Maths activities which will systematically follow exactly what is being taught in class.

If you are not able to access this electronically then paper versions will be available outside the junior reception. You can liaise with your class teacher if this is needed.

Behaviour for learning

The whole school behaviour policy has been amended and an addendum has been added to reflect the current situation. It is crucial that we have the support of the parents to ensure the safety of the whole school community. *Quite simply, failure to follow instructions is unsafe and will not be tolerated.* Mr Radbourne, has been finalising the document and it will be shared with all parents via the website and Class Dojo at the beginning of the term. Particular attention will be paid to any 'risky' behaviours that would be deemed to be deliberate and harmful towards another person or member of staff such as deliberate spitting or coughing.

Please talk to your children about this so we can hopefully avoid such a scenario occurring.

DfE Guidance

Here are some key points from the guidance that you may find useful:

- School will continue to adhere to regular hand washing upon arrival in school/before and after breaks and lunch times. We will build it into the school culture as we did during the summer term- 'that's just what we do here' and the 'catch it, bin it and kill it approach' will be followed.
- Staff may move between pods where it is needed to facilitate the timetable but whenever possible contact between year groups will be minimised.
- Adults in school will follow social distancing procedures when it is possible to do so.
- Anyone unwell in school WILL BE sent home. This may mean a slight cold, cough, headache, sore throat etc. We understand that this may cause inconvenience but we have to continue to adhere to the regulations we are given by the government. Please do not be offended if you are asked to come and collect your child if they display symptoms IN school. As the head teacher I have a duty of care to the children AND the staff that work at Brackensdale that will be more vulnerable.
- They will need to self isolate for 7 days and arrange to have a test. School will be given a small number of home testing kits that can be given to parents. Other members of the household (including siblings) should self isolate for 14 days from when the person first was symptomatic (if a POSITIVE test occurs). If they have a negative test they can return to school immediately the next day, if well enough to do so of course.
- If a child is waiting to be collected with symptoms then they will remain in a well ventilated room.
- Staff DO NOT need to self isolate unless they develop symptoms themselves, in which case they would get a test, or if the symptomatic person (child or other member of staff in their pod) tests positive or they have been contacted by the NHS Test & Trace.
It is still recommend that children do not share pencils and pens, books can be used and shared within the pods, any shared resources will be cleaned eg PE resources.
- Children still need to limit what they bring into school but can bring lunchboxes/coats/books/stationary and bags. DO NOT ALLOW your child to bring anything that is unnecessary into school for obvious reasons, they will be asked to take it straight back home.
- All children can be tested, including under 5s

- Parents MUST inform school of results
- If someone tests positive: NHS Test & Trace system – a member of the senior leadership team will ring the East Midlands Health Protection Team. They will guide the school through the process and provide a template letter. We WILL NOT share the names or details of people with C-19.
- If a child is unable to attend due to clinical/public health advice then we WILL offer remote learning. A child will not be penalised if they can not attend because their parent is having to follow clinical/public advice. You will need to contact school if you believe you fit into this category, as you will have been informed by your GP.
- If you live with someone who has a comparatively increased risk from C-19 you can STILL attend school.
- Uniform is to be worn and DOES NOT need to be cleaned anymore often than normal but you may wish to do so.

Thank you for taking the time to read this information. I know that there will be lots more to come and I don't apologise for that as it is important you are kept fully informed (as I promised in April when I became the acting head teacher), as the situation develops and changes.

Please do not sit at home and worry about anything as there is always someone you can talk to at Brackensdale. We may not always have all the answers, especially in the current scenario, but we will do our best to find out the best options and support you in any way we can. This is unusual for everyone and we need to work together to ensure that school is both safe and welcoming.

My Checklist for every class this year, in this order:

1. *Keep them safe*
2. *Lower their anxiety about the current situation*
3. *Make them laugh*
4. *Make them feel loved*
5. *Teach them*

Together we will SUCCEED (you will be seeing this phrase a lot more)

Regards

Mrs Mills

Acting Head teacher