

Cringleford CE VA Primary School

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Headteacher – Mr N Henery

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Information about the return to school for all pupils from March 8th 2021

The Department for Education has produced some new guidance for schools to support the return to school of all pupils.

The guidance provides a set of principles to help schools to deliver a broad and balanced curriculum with the measures needed to manage risk. The link below allows you to read this in full if you so wish:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf

Full details regarding how NHS Test & Trace works can be found by clicking on the link below:

<https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>

Pupils, staff and other adults must not come into the school if:

1. they have one or more coronavirus (COVID-19) symptoms - a new and continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia).
2. a member of their household (including someone in their support bubble or childcare bubble if they have one) has coronavirus (COVID-19) symptoms.
3. they are required to quarantine having recently visited countries outside the Common Travel Area
4. Or they have had a positive test in which case they must immediately cease to attend and not attend for at least 10 days from the day after:
 - the start of their symptoms
 - the test date if they did not have any symptoms but have had a positive test (whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test)

If anyone in the school develops symptoms

If anyone in the school develops symptoms (a new and continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell), the school will:

1. send them home to begin isolation - the isolation period includes the day the symptoms started and the next 10 full days
2. advise them to follow the guidance for households with possible or confirmed coronavirus (COVID-19) infection
3. advise them to arrange to have a test as soon as possible to see if they have coronavirus (COVID-19)
<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>.

Whilst waiting for a test, other members of their household (including any siblings and members of their support or childcare bubble if they have one) should self-isolate. Their isolation period includes the day symptoms started for the first person in their household, or the day their test was taken if they did not have symptoms, whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test), and the next 10 full days. If a member of the household starts to display symptoms while self-isolating they will need to restart the 10 day isolation period and book a test.

If you receive a positive test result

1. You should continue to self-isolate. The isolation period includes the day symptoms started for the first person in their household, or the day their test was taken if they did not have symptoms, whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test), and the next 10 full days.
2. If a member of the household starts to display symptoms while self-isolating they will need to restart the 10 day isolation period and book a test.
3. The school would ask parents / carers to inform us immediately of the results of a test

Parents / carers will need to be ready and willing to engage with the NHS Test and Trace process.

If you receive a negative test result

If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus, they can stop self-isolating. They could have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.

This does not apply if you have been advised to self-isolate by NHS Test & Trace, in which case you must self-isolate for the full 10 days as advised.

School's response to positive case

Schools would contact the local health protection team in the case of a positive coronavirus test and they would provide the school with actions the school would need to take.

Based on the advice from the health protection team, schools have to send home those people who have been in close contact with the person who has tested positive.

Those sent home would be advised to self-isolate for up to 10 days. Household members of those contacts who are sent home do not need to self-isolate themselves unless the child who is self-isolating subsequently develops symptoms.

Please make sure that all contact details are up to date in case the school has to contact you to collect your child. Parents / carers should have contingency plans in place in case their child has to self-isolate.

Positive cases outside of school hours

If you receive a positive Covid test result for your child outside of school hours or over the weekend, please contact the school immediately using **both** of the following email addresses:

covidpositive@cringleford.norfolk.sch.uk and head@cringleford.norfolk.sch.uk

Asymptomatic testing

Staff are taking lateral flow tests twice a week and reporting results to the school and Test and Trace.

The government has confirmed twice weekly testing using free lateral flow tests for adults in families and households with primary aged children, including childcare and support bubbles in order to help find more Covid-19 cases and break chains of transmission.

As far as we know at the moment, this is the summary plan:

- Full guidance is available here: <https://www.gov.uk/guidance/rapid-lateral-flow-testing-for-households-and-bubbles-of-school-pupils-and-staff>
- Adults with school-age children can collect 2 packs of testing kits (14 tests total) from centres locally (currently Postwick Park & Ride and Westwick Street). If you are unable to collect in person due to not having transport, 1 pack can be delivered to your home.
- **Primary age children are not to be tested at this time**
- This adult family testing is separate from the testing programme for secondary school children and school staff testing
- If you have symptoms please follow the NHS Guidance and book a PCR Test through calling 119 and do NOT use these lateral flow tests. These are being issued to detect asymptomatic cases.

Handwashing / sanitizing

Coronavirus is an easy virus to kill when it is on skin. This can be done with soap and running water or hand sanitizer. The school will ensure that pupils clean their hands regularly, including when they arrive at school, when they return from breaks and before and after eating.

Parents should also ensure that their child washes his or her hands before coming to school in the morning.

Face coverings

Children in primary schools do not need to wear a face covering. Face coverings will be worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors).

All visiting adults entering the school site (including parents / carers) will be required to wear a face covering at all times - **this includes when waiting in the car park areas**. This does not apply if an adult is medically exempt from wearing a face covering.

If your child wears a face covering for the walk / journey to school, please provide them with a plastic bag in which to keep it during the school day, so the covering can be removed and put in your child's bag before entering the main school gates.

Cleaning / ventilation

The school has in place a thorough cleaning regime and staff also support the cleaning of frequently touched surfaces on a regular basis. All classrooms will be well ventilated and have open windows, so please make sure your child is warm enough. Packing some extra layers of clothing and a coat is essential.

Minimizing contacts / social distancing

Schools have to do everything possible to minimize contacts and mixing while delivering a broad and balanced curriculum. The emphasis for primary schools is on separating groups or bubbles. Consistent groups reduce the risk of transmission by limiting the number of pupils and staff in contact with each other.

This is in recognition that children, especially the youngest children, cannot socially distance from staff or each other and this provides an additional protective measure.

Maintaining groups or bubbles that do not mix makes it quicker and easier in the event of a positive case to identify those who may need to self-isolate.

At Cringleford CE VA Primary School, the children will remain as much as possible in a class 'bubble' – having lessons and lunch together, and having playtimes in separate zones.

Schools are able to keep children in their class groups for the majority of the classroom time, but Year group bubbles will also be created. This will allow, for example, for Reception pupils to learn and play in the shared outside area and for pupils in two separate year group classes to be taught in an intervention group by a teacher or member of support staff also working in that year group.

The guidance allows for staff to be able to work across groups if that is needed to enable a full educational offer. This allows for PE and music specialists, for example, to teach different year groups and for staff to cover PPA (Planning, Preparation and Assessment) time for teachers.

Adults are encouraged to maintain a 2 metre distance from each other and from children, although the guidance is clear that this is not always possible, particularly when working with younger (e.g. primary) children.

This is also not possible when working with many children who have complex needs or who need close contact care. These pupils' educational and care support should be provided as normal.

Groups are expected to be kept apart so we will not be holding any large gatherings such as assemblies with more than one group. Instead, assemblies will be held virtually.

Drop off and pick up arrangements

The school will continue to have staggered starts and finishing times to try to keep groups apart as they arrive and leave school. Reception, Years 1 and 2 pupils are expected to lineup on the lines marked out in the visitors' car park at the front of the school, near the large wooden gate next to Hart's Lane. Similar arrangements are in place for children in Year 3 – 6, but they will need to go to the other staff car park area and line up. Neither car park should be used at any time by parents / carers.

For example, if the Year 4 pupils are expected to go into school at 8.50 a.m. please arrive soon after 8.45 a.m. (when the Year 5 children will have gone in to school) and make sure your child lines up on the right line. Members of staff will come outside five minutes prior to the time the children are expected to go in.

The timetable for the drop off and pick up times can be found on the school website, as well as the numbered line system we have put in place. Children's line position is indicated by their initials: <https://www.cringelford.norfolk.sch.uk/september-arrangements/>

Parents should make sure they park at the Willow Centre (if car transport is necessary) and arrive a few minutes before the children's allocated time to be taken into school by a member of staff. Please be aware that there are now clear 20 m.p.h. limit signs along Dragonfly Lane.

Parents / carers should avoid gathering near the school gates so that social distancing can safely take place. Please disperse promptly once drop off / pick up has taken place.

Only one parent / carer should accompany a child to school or wait in the car parks. The older pupils (in Key Stage 2) are encouraged to wait on their lines independently so parents / carers are not obliged to stay on site.

It is disruptive to staff and the rest of the class for pupils to arrive late so please ensure that you check the drop off and pick up times listed. These have been arranged in such a way to ensure social distancing is maintained. If children arrive after the class has already been taken into school by the teacher(s), parents / carers should not go beyond the wooden gates and should call the office on 01603 454946 to ask for someone to collect their child. Please do not approach the office windows.

Please ensure that children arrive at school with all items necessary for the day, e.g. water bottles, coats, lunch etc. The school office staff will not be in a position to take forgotten items into class bubbles.

At drop off time, the children will be brought out to the car park and will be passed on to their parent / carer. The children will be asked not to go directly towards a parent / carer until told to do so.

Pupils who are shielding

Pupils who cannot attend school due to shielding will be educated remotely. If this circumstance arises, the school will discuss with you how your child can access remote education.

School lunches

Lunches will continue to be eaten in classrooms, except for Reception and Year 1 pupils who will eat in the school hall. The children having a hot school meal will be able to select their meal choice during registration. Please refer to the website to access the current menus. Once pupils have eaten, they will go outside to play within their class groups, either on the school field or playground.

Packed lunches should contain no nut products as some children have severe nut allergies.

School uniform

The school expects all pupils to wear school uniform when they return to school. Some parents / carers might not have had the chance to buy school shoes, in which case sensible and sturdy trainers will be acceptable.

All school footwear should be robust enough for children to run around safely on the field or playground. The DfE guidance state that uniforms do not need to be cleaned more often than usual. Please make sure that long hair is tied back.

PE kit

As previously, the children will be able to come to school in sensible PE kit on days when they are due to have PE / Games. Lessons will be taking place on the following days, starting week beginning March 8th:

Year R - Wednesday

Year 2 – Monday and Friday

Year 4 – (Skylarks) Tuesday and Friday

Year 5 – (Hawks) Tuesday and Thursday

Year 6 – Monday and Thursday

Year 1 – Wednesday

Year 3 – Tuesday and Thursday

Year 4 – (Merlins) Wednesday and Friday

Year 5 - (Kestrels) Wednesday and Thursday

Lessons will be taken outside wherever possible, so please make sure your child has a waterproof jacket and an additional layer of clothing. It would also be helpful if you could put in your child's school bag their school shoes (on PE days) and some spare clothes in a plastic bag, in case of wet weather and the children needing to change (these do not need to be school uniform or extra PE kit).

Before and after school clubs

Set Your Sights intend to start their before and after school club provision from Monday 8th March. The Set Your Sights manager should have already contacted regular users of the club about revised arrangements and activities.

The latest DfE guidance states that parents / carers should only be using wraparound provision where 'the use of the provision is reasonably necessary to support them to work, seek work, undertake education and training, attend a medical appointment or address a medical need or attend a support group.'

Please contact Set Your Sights (office@setyoursights.net) if you require further information. It will not be possible to maintain the same year group or class bubbles that will be in place during the school day, but smaller Key Stage groups will be formed to minimize contact between children.

Other after school clubs, such as those run by Mr Colbeck, will start up in due course, with a limited age range for each session to reduce contact between pupils.

Educational visits

The DfE is advising against all educational visits at this time. We will advise you as soon as we receive further information.

Music lessons

Peripatetic music lessons i.e. guitar, ukulele, violin and cello lessons will commence w/c 8th March. Those currently receiving lessons have received individual notifications regarding this. Mr Shaw (drums) & Mrs Boreham (woodwind & piano) will be in touch with their pupil families directly to arrange start dates for lessons.

Behaviour

When all pupils re-started school in September 2019, we sent out some behaviour expectations, based on government guidelines. I have included these below, but it is worth noting that the children attending school this year have been incredibly well-behaved and respectful of all the new routines and timetables we have had to put in place.

Behaviour policy amendments

All children are expected to follow clearly shared instructions about:

- Maintaining good hygiene, such as handwashing and sanitising hands at key points during the day
- socialising only with the children in their particular group
- moving sensibly around the school (for example, one-way systems, out of bounds areas, queuing for handwashing)
- moving out of classroom seats only when instructed to do so
- sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and heed advice about not touching their mouth, nose and eyes with their hands
- telling an adult if they are experiencing symptoms of coronavirus
- not sharing equipment or other items, including drinking bottles
- remaining and playing only with their particular group at play times and lunch times using classroom toilets and washing hands carefully afterwards
- conducting themselves sensibly and safely in relation to remote education either at school or at home

Any anti-social or unsafe actions such as deliberately coughing or spitting at or towards any other person, or willfully going into other 'bubbles', will result in the school contacting the child's parent / carer and is likely to lead to an exclusion.

Normal rewards and sanctions for behaviour will apply. All staff will explain the amended rules in age appropriate ways at regular intervals.

What children need to bring

Children should continue to limit the amount of equipment they bring into school each day to essentials such as lunch boxes, full water bottle, hats, coats, reading books, pencil cases etc, which can all be put in one bag. Toys should not be brought in. Children will be told not to share their things.

Please make sure your child is warm enough. Classes will be well ventilated so it can be a bit chilly! Packing some extra layers of clothing and a coat is essential.

Snacks - children in Key Stage 2 (Years 3 – 6) should bring in a fruit snack each day. Children in Reception and Key Stage 1 (Years 1 and 2) receive a free piece of fruit daily from the government scheme.

Parents visiting school

Meetings between parents / carers and the school should take place by telephone or email and this includes informal conversations that might normally take place.

To communicate with the office, please use office@cringleford.norfolk.sch.uk and 01603 454946. This email address can be used for messages to be passed on to teachers as well, or you can continue to use the [classname@](mailto:classname@cringleford.norfolk.sch.uk) email addresses (e.g falcons@cringleford.norfolk.sch.uk).

Visitors/parents should only attend the school office where it is absolutely necessary. To maintain social distancing, we would ask that only one person enter the school office lobby area at a time. Please email or phone first with a query. Please do not approach the school office windows.

Please ensure that all items required for the day are brought in with your child on arrival. The school office will not be in a position to take forgotten items into class bubbles e.g. water bottles, coats etc. Every class has cups and water available in the case of a forgotten water bottle.

Attendance

The DfE guidelines make it clear that attendance is mandatory from Monday 8th March 2021. We will be following our usual attendance policy arrangements. If there are any concerns/worries, please detail these on the survey link sent to parents today in Newsletter 22.

Holidays & absence

No term time holidays will be authorised – in line with Local Authority guidance. Due to the amount of time some children have been out of school this year, we would request that all routine dental and optician appointments are made outside the school day wherever possible.

Illness

Please do not send in your child if they are feeling at all unwell - please notify the office if they will NOT be attending school (office@cringleford.norfolk.sch.uk or 01603 454946).

Please bear in mind that some of the arrangements listed above might have to change if government guidance changes.

Kind regards,

N. Henery

Mr N. Henery
Headteacher