

LIONEL WALDEN PRIMARY SCHOOL
COVID-19 GUIDANCE FOR PARENTS/CARERS AND PUPILS
FOR SEPTEMBER 2020

We are all very much looking forward to having your children back in school. The following information is intended to be a helpful guide, ahead of school reopening, so that you are aware of our expectations and can practise routines to minimise risk for our children, families and staff.

- Pupils will spend their day within their class 'bubble'
- Class bubbles will have a staggered entry into school, and exit from school, to minimise the number of adults on the premises at any one time and allow social distancing measures to be adhered to - this is a temporary measure with the expectation that, at some time in the future, start and finish times will revert to normal
- Pupils from Year 3 upwards are expected to enter through the pedestrian gate (adjacent to the Road Crossing Patrol) on their own - there will be members of staff available to guide them to their classroom
- Children are not to bring bicycles or scooters to school
- Mobile phones - if you feel that it is essential for your child to bring their mobile phone to school (for emergency use whilst walking to/from school), please contact the School Office; school policy is that all mobile phones are handed in on arrival at school and are kept secure until home time - under these circumstances, the School Office would prefer not to have personal belongings unless absolutely necessary
- Only one adult to accompany Pre-School, Reception, Year 1 and Year 2 pupils onto the playground.
- A one way system will be in place:-
 - Enter through the pedestrian gate remaining at a distance of 2 metres from other adults/pupils
 - Pupils to walk to the classroom door where a member of staff will be waiting to greet them
 - Parents to immediately leave the premises via the vehicular access, again staying socially distanced. In order to keep everyone moving, no lengthy discussion between parents and/or school staff can take place
 - If a parent is dropping off more than one young child, at different times, they may wait at the bottom of the playground for a minimum amount of time - please remember that children from Year 3 upwards should be entering independently
 - No adult or pupil must cross through the car park at any time

- No adults are to enter the school building
- All contact with the school must be via email or telephone
- Parents are expected to socially distance at the end of the day when waiting on the playground for the pupils to come out of class. When collecting your child, please arrive at the allotted time and exit immediately via the vehicular access
- Pupils of Pre-School, Reception, Year 1 and Year 2 will be supervised at home time - staff will look for parents waiting on the playground before releasing pupils; pupils in Years 3 to 6 will be released from their classrooms at the time specified - parents may wait on the playground (socially distanced), if deemed necessary, but it is expected that parents will ensure their own children know whether they will be there to meet them or, in the case of older children, whether they are to walk home independently - **PLEASE EMAIL THE SCHOOL OFFICE TO CONFIRM IF YOUR CHILD IS TO WALK HOME INDEPENDENTLY**
- DUE TO THE STAGGERED ENTRY AND EXIT TIMES, ALL PUPILS MUST ARRIVE AT SCHOOL ON TIME (NEITHER EARLY NOR LATE); ALL BUBBLES WILL BE DISMISSED PUNCTUALLY AT THE END OF THE DAY
- Parents/carers should not congregate at the school gates (or on the playground) at any time
- Pupils should not bring any items with them except for:-
 - A coat in inclement weather
 - A lunch box (if applicable - school meals are available), a healthy snack for break time and a drinks container (water or weak squash) - in a small bag (preferably no bag, if possible)
- Pupils are required to wear smart, school uniform (consisting of a white shirt/polo shirt, navy jumper or sweatshirt, black, grey or navy skirt/pinafore or black or grey trousers/shorts. School sweatshirts and navy reversible coats are available to purchase from the School Office). **Please ensure that all clothing is clearly named (including shoes, plimsolls and coats).**
- Pupils should come to school in PE kit - plain white t-shirt, dark shorts (black or navy) and trainers which are suitable for outdoor exercise - **on specified days when PE is timetabled** - further information will follow; this is to avoid unnecessary items of clothing in school and to alleviate the need for children to change in school
- No jewellery is to be worn, except for small stud earrings that can be removed by the pupil, if necessary; on days when PE is scheduled, pupils should leave earrings at home
- The behaviour of pupils will be closely monitored and parents/carers called upon for support, as required - we will not have capacity in terms of staffing or space to accommodate pupils out of class

- Details relating to reading books and homework books (including spelling and multiplication tables books) will be circulated at the start of the new term
- IF ANY MEMBER OF THE FAMILY DISPLAYS SYMPTOMS OF COVID 19, YOUR CHILD MUST NOT COME TO SCHOOL
- Please check your child's temperature each morning before they come to school
- If your child is taken ill whilst at school, you will be contacted in the normal way and be asked to collect them - we are aware of a rumour which is circling on social media suggesting that children will be taken to a government testing centre and parents denied access - **this is entirely untrue**
- The school day will be timetabled differently due to there being no assemblies or indoor PE and different entry and exit times.
- School lunches will be available - they will usually consist of freshly made sandwiches, crisps, yogurt, fruit, home-made cookie or dessert; other items such as home-made pizza, hot dogs or other cooked items will be available on different days - this style of lunch allows for easy transportation to each classroom and is a temporary measure until the school hall can be used again by all pupils - the children who attended school during lockdown enjoyed this service and these food options
- Lunches to be paid for via the online payment system

The following hygiene routines will be carried out in school in order to help staff and pupils remain safe. It would help enormously if you could practise these at home with your child prior to starting back to school (and also in the future) so that they are familiar with them:-

- 'Catch it! Bin it! Kill it!' - children will be asked to use tissues which will then be disposed of in a lidded bin and double bagged during the day
- Children will be encouraged to cough/sneeze into the crook of their elbow
- Children will be reminded not to touch their eyes, nose or mouth
- All internal doors will be propped open to prevent the touching of door handles and push plates - although these will be cleaned regularly
- Toilets will be monitored and cleaned regularly throughout the day. Taps and sinks will be also be cleaned regularly. All children must wash their hands after going to the toilet - hand washing reminder posters are placed around the school. Anti-bacterial soap is provided in ALL hand washing areas
- All tables will be wiped before children have their lunch. They will eat their lunch at their own table in the classroom. Tables will then be wiped after they have eaten - and at other times through the day
- Children will wash/sanitise their hands as soon as they arrive at school, before and after using classroom equipment, before and after eating,

before and after breaks and lunchtimes, before and after PE and before they depart at the end of the day

- Children will be provided with their own items of stationery (pencil/pen, ruler, eraser, as appropriate) - all classroom resources will be cleaned regularly
- Every bubble has its own first aid provision and first aid, where possible, will be administered under the direction of an adult within the same bubble
- Any serious first aid incident will be dealt with by the school's qualified Workplace First Aider
- Each bubble will remain separate from other bubbles including at breaks and lunchtimes
- All areas will be cleaned at regular intervals throughout the day, in addition to the usual, thorough, daily clean after school

Updated 02.09.2020

	TIMINGS - PLEASE BE PROMPT	
	INTO CLASS	DEPART FROM CLASS
PRE-SCHOOL	11.50	2.50
RECEPTION	9.15	3.15
YEAR 1	9.10	3.10
YEAR 2	9.05	3.05
YEAR 3	9.00	3.00
YEAR 4	8.55	2.55
YEAR 5	8.50	2.50
YEAR 6	8.45	2.45

These timings are likely to remain for the foreseeable future but are subject to change as government guidance is updated