



NEWBOTTLE & CHARLTON CEVA PRIMARY SCHOOL

Every person matters, every moment counts "I can do all this through him who gives me strength"

Green Lane, Charlton, Banbury, Oxon OX17 3DN. Tel: 01295 811480

Email: bursar@newbottle.northants-ecl.gov.uk

Interim Headteacher: Mr Peter Smith

Chair Of Governors: Lady Hayter

Welcoming back all children on Monday 8th March

Monday 1st March 2021

Dear Parents and Carers,

I am writing to explain what procedures we have put in place ready to welcome all children back into school on Monday 8th March. We have looked carefully at our risk assessments and have decided to make some temporary changes from our procedures in September which will help further minimise the risk of the spread of the virus until the Easter holidays.

Safety Measures in school include:

- 1) Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.
- 2) Ensure face coverings are used in recommended circumstances.
- 3) Ensure everyone is advised to clean their hands thoroughly and more often than usual.
- 4) Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.
- 5) Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.
- 6) Consider how to minimise contact across the site and maintain social distancing wherever possible.
- 7) Keep occupied spaces well ventilated.

In specific circumstances:

- 8) Ensure individuals wear the appropriate personal protective equipment (PPE) where necessary.
- 9) Promote and engage in asymptomatic testing (Staff will be carrying out lateral flow test twice a week)

Response to any infection:

- 10) Promote and engage with the NHS Test and Trace process.
- 11) Manage and report confirmed cases of coronavirus (COVID-19) amongst the school community.
- 12) Contain any outbreak by following local health protection team advice.

Attendance

Attendance will be **mandatory** from Monday 8th March, as the government expects **all** pupils to attend school. The usual rules will apply, meaning we'll be recording attendance and following up on any absences. A small number of pupils will still be unable to attend in line with public health advice to self-isolate or shield because they:

- have symptoms or have had a positive test result
- live with someone who has symptoms or has tested positive and are a household contact
- are a close contact of someone who has coronavirus (COVID-19)
- Have been advised to as confirmed as clinically extremely vulnerable

If you are feeling worried or anxious about your child returning to school please do contact us to discuss any concerns you have.



School Organisation

Until the end of term, children will be in **classroom bubbles** rather than key stage bubbles to reduce mixing and there will be four separate break-times and a rota to go outside during lunch-time. Most staff will be staying within one bubble and may be wearing face coverings around school. After Easter we will then continue to have two key stage bubbles so that more adults can move around to support children and we can continue with Ash and Oak class working closely together as both classes contain Year 1 children.

Timings

We will continue to stagger the start and end of the day to ensure social distancing from families can still happen outside the school gates. Birch and Elm will be welcomed at the Office or Birch class' fire exit, while Oak and Ash can continue to use the side exit that goes up onto the playground. We have tweaked the times to ensure there is a more staggered finish at the end of the day.

Elm and Birch 8:45/8:50-3:25

Oak and Ash: 8:55/9am- 3:10

Please can adults continue to wear face coverings when coming onto school grounds for any reason and continue to socially distance while waiting for your children to leave school at the end of the day.

Equipment/Uniform

Essential items will be allowed into school- including **coat, hat, lunch-box**, and we will continue to avoid bringing book bags or PE kits into school. Reading books can be brought in to be swapped every **Monday** and **Thursday** (this includes books for the library) and they will be quarantined before going back out to another child. Normal uniform will need to be adopted with some leniency if items don't fit until Easter. Children will need to wear PE kits on the following days: **Tuesday- Elm and Birch and Wednesday- Oak and Ash**. Please can children wear trainers every day, as they will be carrying out some active tasks outside. Please see the office if you need any further guidance or support with this.

Lunches

Fresh Start meal manager is now open for you to book your child's lunches. The deadline for the week beginning 8th March is Thursday 4th March at midday.

Curriculum

Again we will be adapting our curriculum to reflect the subjects and topics that weren't able to be covered during remote learning while still doing our best to provide an ambitious and broad curriculum. Our main focus when we welcome all the children back into school will be on **wellbeing** while also looking at teamwork/cooperation, independence and resilience. Teachers will plan a range of activities across many subjects linked to this to ease children back into full-time education, which will include lots of outdoor and active tasks. We will start to assess children informally (quizzes, short tasks, etc with reading, writing and mathematics in the first month to see where any gaps are in their understanding. We will then do more formal assessments after Easter.

I know how hard parents have worked to in order support their child's education during lockdown under many different circumstances and lots of children will have made good progress in many areas of the curriculum. The government has decided to give each school extra money to support children to catch-up with their learning. We will assess and provide boosters, interventions or extra resources to help children in different curriculum areas depending on where their need is from our assessments. As we weren't able to hold a parents evening in February, we will be holding these after Easter to discuss how they children are settling back into face-to-face teaching.



We will continue to set online platform tasks for children to complete but will not be setting formal homework until after Easter. We encourage children to continue reading regularly at home and to pick new books from our school library to read to or with you.

Pastoral support

We're aware that the lockdown has been a difficult time for many of us, including our pupils.

Please let us know if you think your children might need **extra support** when returning to school, such as if they feel anxious about coming back or they're experiencing bereavement. You can get in touch with the office or your class teacher to do this.

Our current plans to support your children's wellbeing during this time are:

- Regular focus on wellbeing and mental health in class collective worship and PSHE lessons
- Extra support for individuals who have been identified as needing extra emotional support using our specially trained staff.
- Regular professional development for staffing in mental and emotional health in order to support children effectively.

Wrap-around Care

We will not be carrying out any extra-curricular clubs due to minimising the mixing of adults and the extra cleaning that is needed at the end of each day until at least term 6. We will still offer breakfast club and after-school club to all children and it will continue to be in the hall socially distanced following national guidance. Please note after-school club will finish at **5pm**. Please do book in the normal way if you need wrap-around care for the following:

- the provision is being offered as part of the school's educational activities (including catch-up provision)
- the provision is as part of their child's efforts to obtain a regulated qualification or meet the entry requirements of an education institution
- the use of the provision is reasonably necessary to support them to work, seek work, undertake education or training, attend a medical appointment or address a medical need or attend a support group

Reasons for self-isolation

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

- they have one or more coronavirus (COVID-19) symptoms
- a member of their household (including someone in their support bubble or childcare bubble if they have one) has coronavirus (COVID-19) symptoms
- they are required to quarantine having recently visited countries outside the Common Travel Area
- they have had a positive test

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)

Anyone told to isolate by NHS Test and Trace or by their public health protection



team has a legal obligation to self-isolate, but you may leave home to avoid injury or illness or to escape risk of harm. More information can be found on NHS Test and Trace.

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 anyone tests positive whilst not experiencing symptoms but develop symptoms during the isolation period, they must restart the 10-day isolation period from the day they developed symptoms.

The DfE have stated, that about 1 in 3 people with coronavirus do not have symptoms but can still pass it on to others. Regular testing of people without symptoms is important to help stop the virus spreading. Currently all staff in school have the option to carry out twice weekly lateral flow tests at home. They report their results and if tested positive they would follow the same procedures by phoning the school and self-isolating. School would then decide on which bubbles we may need to close after contacting the DfE Coronavirus helpline. From 8th March, adults in households, childcare and support bubbles of primary age pupils can also have access to regular rapid lateral flow tests. [Click here](#) to see who is eligible and find out how you can get hold of lateral flow tests (as they can't be handed out from school). If you do use these and test positive you and your household would need to contact school and self-isolate before then booking a full PCR test to confirm that they have tested for covid-19.

How parents can help us?

- If you need to speak to the office, myself or your child's teachers, we do advise that if possible for you ring or email to minimise contact but do understand that this isn't always possible. If you need to come to the office, please use the tape markings which will be marked 2m apart to socially distance appropriately. We still won't be able to invite you in for assemblies etc at the moment.
- When dropping off the children please do not bring them into classroom but drop them off at the appropriate points mentioned above.
- We also request that as parents you do not congregate in the grounds but deliver/pick up your child. When waiting at the end of the day to collect we ask you stand a sensible distance apart from other parents and carers.
- If you do for whatever reason need a meeting about anything this will be by appointment only and with strict social distancing in place.
- If you, your child or another member of your family is showing Covid-19 symptoms please self-isolate and book a test as per the national guidance, let us know straight away you are self-isolating and then communicate with us promptly if the test results are positive. (see matrix for more information).
- Please ensure we have the most up-to-date email address and phone number we can get hold of you on.
- Please keep communicating with us via email or phone as we want to work support families as much as we can.

If you have any questions, don't hesitate to contact the school.

Kind regards,



A handwritten signature in black ink, appearing to read 'Peter Smith'.

Peter Smith
Interim Head Teacher