



26th February 2021

IMPORTANT INFORMATION REGARDING THE FULL OPENING OF SCHOOL FROM 8TH MARCH 2021

Learning priorities

Our main priority for all children upon the full opening of our school in March will be about supporting the children's mental wellbeing and ensuring they are happy and able to settle into our school routines and expectations. Over the remaining weeks of the term we will be informally assessing the children's learning so that we can identify any gaps in knowledge and understanding particularly in literacy and maths and then plan to fill the gaps. We will continue to teach a full and exciting curriculum that is broad and ambitious with an emphasis on enjoyment.

In order to best support the children, we have increased the adult support within the school to best help children where it is needed. Details of how we are using our Covid Catch up funding is available to view on the website <https://www.buriton.hants.sch.uk/covid-catch-up-premium>. To help us in our assessment of each child, it would be very useful for teachers to see the learning that has taken place at home. Therefore, upon their return to school, please can your child bring in any work they have been doing during lockdown, if possible. It can then be returned to you once teachers have taken a look at it.

Children will be taught in their class 'bubble' and will not mix with other class 'bubbles' during the school day. There will be no opportunities for classes to come together and there will be no assemblies. The guidance recognises that young children will not be able to maintain social distancing and it is acceptable for them not to socially distance within their group.

Peripatetic music teachers and supply teachers can continue to be engaged during this period, but will be expected to comply with our school arrangements.

If there is a local lockdown, then home learning for the children involved will resume during this period.

Attendance will be mandatory:

School attendance will be mandatory for all pupils from 8 March 2021. The usual rules on school attendance apply, including:

- parents' duty to secure their child's regular attendance
- the ability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

Parent / Teacher Consultations

Towards the end of the Spring term, we will be holding Parent/Teacher meetings via Zoom as an opportunity for parents and teachers to talk about how your child is doing. During this 10 minute meeting, we will share with you how your child is progressing and if there are any particular areas that we need to focus on following our informal assessments of their learning. It's also an opportunity for you to share how your child has been during the lockdown.

Teachers will be allocating a 10 minute slot in alphabetical order and they will take place during the school day towards the end of term. Timings will be sent out nearer the time.

As these meetings will take place three weeks after all children have returned to school, if there is anything that you feel your child's class teacher needs to be aware of upon their return to school, please do not feel you have to wait until the Parent /Teacher Consultation. Please ring the school office to make an appointment to discuss any urgent matters with the class teacher of myself.

Organisation of classrooms and school day:

- Small adaptations to each classroom's layout and seating plans have been made to allow greater distancing or for children to be facing the front.
- Each child has either a tray or plastic wallet with stationery for only their use.
- Year 6 children **ONLY** may bring in their own pencil case which must be kept on their desk. All pencil cases must be made of either plastic or tin so that they can be wiped down before coming into school, no material pencil cases will be allowed. Alternatively they will be supplied with their own stationery to use in school.
- Equipment must not be shared with any other child unless the item has been cleaned by the teacher.
- Year R will have toys that will be used on a three day rota.
- Reading books will be used in school and home and will not be re-circulated into the library until they have been left for several days.
- Children will come into contact with several different adults during their time in school and these adults will work with more than one group of children in a week.
- Children will stay with their class group to minimise contact with children in other classes.
- Each class group will have their specific zone in which to play on the meadow. This will be used for play and lunch times, as well as for outdoor learning. If the playground has to be used for playtimes, then these will be staggered at different times for the classes, it will also be zoned to enable the children to stay in their class group.
- Eating lunch will also take place in their class groups in the classrooms or, if weather permits, children may eat in their zoned area on the meadow.
- Each class will have a selection of outdoor play equipment to use on the meadow which will be kept in their classroom for their use only each day.
- Children may use the Timbertrail and outdoor buildings on a rota basis.
- Wherever possible the school and classrooms will be well ventilated with windows and doors open, whilst still maintaining a secure site.

Organisation for drop off and pick up times including staggered start and end of the day:

- In order for this to be effective, so that everyone is as safe as possible, parents **must** socially distance (not gather together too closely) at drop off and pick up times.
- Parents will not be allowed to enter the school site, unless they have a prearranged appointment.
- To avoid too many people gathering at the designated drop off and collection points only **one** parent should bring their child/children to school.

Start of the day:

8.40-8.50 am **Children in Emeralds (Year 6)** to use the left gate to enter the school, the gate leading to the school administration offices. Parents should form a socially distanced queue on the path and pavement away from the school railings. The children will enter the school via Emerald's Class door, where they will use the hand sanitizer provided before entering their classroom.

8.40-8.50 am **Children in Pearls (Years 4 & 5)** to use the right gate to enter the school, the gate nearest to the Five Bells. Parents should form a socially distanced queue on the pavement away from the school railings. The children will use the hand sanitizer provided before entering the school building.

8.50 am **Children in Sapphires (Years 2 & 3)** to enter the school via the small gate at the top of the steps leading onto the recreation ground. Parents should form a socially distanced queue on the recreation ground towards the Parish storage shed. The children will enter via Sapphires Class door and they will use the hand sanitizer provided before entering their classroom.

8.40 am **Children in Diamonds (Year R & 1)** to enter the school via the small gate at the top of the steps leading onto the recreation ground. Parents should form a socially distanced queue on the recreation ground towards the village hall. The children will walk into the school via Diamonds Class door where they will use the hand sanitizer provided before entering their classroom.

Siblings Siblings may enter via the gate on the right hand side of the front of the school from 8.40. Siblings in Sapphires Class will be supervised on the playground by a member of staff until they enter their class at 8.50am.

End of the day:

Siblings will be gathered together and will leave via the gate at the top of the steps leading onto the recreation ground. They will leave from 3.15pm.

3.05 pm **Children in Diamonds, Years R & 1** - Parents to collect children from the small gate at the top of the steps leading onto the recreation ground.

3.15 pm **Children in Sapphires, Years 2 & 3** – Parents to collect from the small gate at the top of the steps leading onto on the recreation ground.

3.10 pm **Children of Pearls, Years 4 & 5** – Parents to collect children from the right gate at the front of the school.

3.15 pm **Children in Emeralds, Year 6** – Parents to collect children from the left gate at the front of the school.

Any parent who is first in their queue is requested to please leave at least 1 metre clear from each gate to let the teachers have space to socially distance and allow the children to enter and exit the school site.

Children arriving late:

Please be PROMPT to arrive at school at your designated time. Any child who is going to be late must enter the school via the main school gate which leads to the administration office. The gate will be locked but a door bell is in place for you to use. The pupils will enter the school via the main door where they will have their hands sanitized before being taken to their classroom. If possible, please telephone to inform the school office if you are going to be late.

Parents arriving late for school pick up:

Please contact the school to inform us if you are going to be late. We will then let you know where to collect your child/children from.

Punctuality will be key throughout this period – so please arrive on time at both ends of the day and leave the school site immediately.

Clothing and equipment

- Children will be required to wear school uniform every day except for PE days (see below).
- Uniforms do not need to be cleaned any more than usual, nor do they need to be cleaned using methods which are different from normal.
- Children will need to bring in the following which **MUST** be named:
 - **Full water bottle** – children will be able to refill them from the taps in their classroom, they will not be able to use the water dispenser.
 - Warm waterproof jacket or coat.
 - Cardigan or sweatshirt as the school will be well ventilated.
- Book bags may be brought into school.
- Children may bring in a small rucksack or bag that will fit all these items in including their packed lunch and waterproof jacket.
- Children should be hands-free so that they can easily use the hand sanitizer provided.

PE lessons:

- PE will be taught by external sports coaches from JC Sports and Paul Evans who will provide the school with their own risk assessment for their activities.
- On PE days children will come to school in their PE kit.
- The timetable for PE lessons is as follows:

Class	Day	Time
Diamonds	Tuesday	Afternoon
	Friday	Afternoon
Sapphires	Tuesday	Afternoon
	Friday	Afternoon
Pearls	Thursday	Afternoon
	Friday	Afternoon
Emeralds	Thursday	Afternoon
	Friday	Afternoon

Catering:

- School lunches will be available each day.
- Children will either eat their lunch in their classrooms or outside on the playground or meadow as the weather gets warmer.
- We no longer accept any cash or cheques for school lunches. All payments to be made via Scopay, our online payment scheme.
- Alternatively, please provide your child with a packed lunch. Please could you avoid any item that is in packaging that your child will need assistance to open.
- Your child may have a healthy snack or piece of fruit for break time. The school free fruit and veg scheme will be operating for the infant children as usual.

First Aid, Medicines in School and PPE:

- If a child is unwell and requires medicine they should not be in school.
- The school will always have qualified emergency aid trained staff in your child's class or on site to deal with any accidents and injuries.
- First aid kits have been provided to each class.
- All asthma inhalers will be kept in the child's class for them to self-administer under the supervision of a member of staff.
- Any child who is prescribed or requires medication must be able to self-administer it under the supervision of a member of staff.
- Staff have been provided with personal protection equipment (PPE) for use in their classes and around the school.
- When dealing with any injury that requires close contact with a child, staff will wear either a medical disposable mask or a protective visor.

System of control measures to effectively reduce risks to create a safe school environment.

The school will work through the following essential measures:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- 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

The information in this document is the school's plan for returned opening from 8th March 2021, how it will implement the essential measures and is based on a revised risk assessment that has been approved by the Governors. However, as with any risk assessment, it is a working document that may require alterations due to changing circumstances. Therefore the following information may be subject to modification but please be assured we will notify you as soon as possible of any significant changes.

Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. This document gives details for the return of all pupils to Buriton Primary School for the autumn term that address the risks identified and

the actions it must take. It is a revised and adapted form of the system of protective measures that will be familiar from the autumn term. The essential measures in this document are grouped into 'Prevention' and 'Response to any Infections'.

Prevention:

- a requirement that people who are unwell with the symptoms of the coronavirus (COVID-19), or who have someone in their household who does, stay at home and do not attend school.
- robust hand and respiratory hygiene (promotion of the 'catch it, bin it, kill it' approach).
- enhanced cleaning arrangements.
- keep occupied spaces well ventilated.
- Asymptomatic testing of staff in school will take place twice a week.
- 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 at Buriton Primary School will include us:
 - grouping children together
 - avoiding contact between groups
 - rearranging classrooms and seating plans
 - staff maintaining distance from pupils and other staff as much as possible.

Response to any infection – the following must be followed in every case where they are relevant:

- active engagement with the NHS Test and Trace process
- manage confirmed cases of coronavirus (COVID-19) amongst the school community
- contain any outbreak by following local health protection team advice

The School Site and environment

- The school will continue to be open **only** to essential visitors with pre-arranged appointments. All school gates will be locked during the day to prevent access to the site.
- All visitors to school must wear a face covering and sanitize their hands on entering the building.

Cleaning and hygiene including regular handwashing

We will be following the government guidance: Coronavirus (COVID-19): implementing protective measures in education and childcare settings:

- The school will follow the [COVID-19: cleaning of non-healthcare settings guidance](#)
- Ensure that sufficient handwashing facilities are available. Where a sink is not nearby, provide hand sanitiser in classrooms and other learning environments:
 - Some classrooms have small water tanks and therefore a limited supply of warm water. Warm water is more effective when washing hands however, cold running

water is fine for handwashing as long as the correct hand washing technique is used with soap and hands are rinsed thoroughly. Hand washing with soap will not kill the coronavirus but it washes it off. (Professor Sally Bloomfield, London School of Hygiene and Tropical Medicines).

- Hand Sanitizer – this will be used throughout the school and is an alcohol based sanitizer (above 70%). It will be used as follows:
 - for children, staff and visitors arriving on site.
 - when soap and water is not available e.g whilst on the meadow, playground or on the tennis courts.
 - If needed in an emergency as the sinks are already being used.

Hand sanitizer will not be used as replacement for soap and water if it is available.

- Clean surfaces that children are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters, more regularly than normal. Each class will be supplied with a disinfectant solution and disposable paper towels to wipe down any area surface or object that may be touched regularly or accidentally sneezed or coughed on.
- Ensure that all adults and children:
 - frequently wash their hands with soap and water for 20 seconds and dry thoroughly,
 - clean their hands on arrival at school, before and after eating, after sneezing or coughing, after they have touched equipment or toys, after playtimes and any other times the staff feel it is necessary.
 - are encouraged not to touch their mouth, eyes and nose. Please could children with long hair have it tied back and/or use an Alice band to avoid them having to touch their face.
 - use a tissue or elbow to cough or sneeze:
 - Catch it, Bin it, Kill it – this campaign will be displayed around the school and children will be told by the teachers the importance of this. Please provide your child with a packet of tissues for their personal use. Each classroom and the toilets will be provided with a pedal bin.
- Ensure that help is available for children who have trouble cleaning their hands independently.
- Consider how to encourage young children to learn and practise these habits through games, songs and repetition.
- Classes will have a designated toilet to use and the number of children using the toilets at any one time will be controlled, unless it is an emergency.
- Toilets will be regularly disinfected.
- Hands **MUST** be washed after going to the toilet.
- Toilet break times will be staggered to reduce congestion before break and lunch times, however children will be allowed to use the toilet whenever they need it.

Procedure for a suspected case of COVID-19 in school:

The symptoms of COVID-19 are:

- persistent new cough
- high temperature
- loss or change to sense of smell or taste.

Any child showing these symptoms during the school day will be treated as follows:

- Any children or adults will be moved away from the child discreetly.
- A member of staff will put on the appropriate PPE (apron, gloves, mask and visor).
- The member of staff will accompany the child to the nearest covered outside exit (the children's glass door or the main reception door), and stay with them.
- The parent will be contacted by the school office to come and collect their child immediately.
- Any siblings that are in the school will also be removed from their classroom and await collection by the parent.
- Parents must follow the [COVID-19 guidance for households with possible coronavirus infections](#) (revised 15 February 2021). A copy of this document will be given to parents when they collect their child with suspected symptoms.
- Please inform the school as soon as the results of the test are known.

Any child showing these symptoms **MUST NOT** attend school, nor should their siblings. If a child shows signs of having a temperature on arrival at school, their temperature will be taken using a hand-held non-contact thermometer. If their temperature is raised parents will be asked to take the child/children home.

Response to any infection - Engaging with the NHS Test and Trace process

We will fully engage with the NHS Test and Trace process and parents and staff **must be** willing to:

- [book a test](#) if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit
- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- [self-isolate](#) if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing.

School **must be** informed immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still 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.
- if someone tests positive, they should follow the [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#) and must continue to self-isolate for at least 10 days from the onset of their symptoms and

then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10 day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 10 days. If for any reason you have a negative test result during your 10 day isolation period, you must continue to self-isolate. Even if you don't have symptoms, you could still pass the infection on to others. Stay at home for the full 10 days to avoid putting others at risk.

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

Schools must take swift action when they become aware that someone who has attended has tested positive for coronavirus (COVID-19). Schools should contact the local health protection team. This team will also contact schools directly if they become aware that someone who has tested positive for coronavirus (COVID-19) attended the school – as identified by NHS Test and Trace.

The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.

The health protection team will work with schools in this situation to guide them through the actions they need to take. Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 10 days since they were last in close contact with that person when they were infectious. Close contact means:

- direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- been within 1 metre for 1 metre or longer without face-to-face contact
- been within 2 metres of someone for more than 15 minutes (either as a one-off contact, or added up together over one day)
- travelled in the same vehicle

The health protection team will provide definitive advice on who must be sent home.

Schools must not share the names or details of people with coronavirus (COVID-19) unless essential to protect others.

Household members of those contacts who are sent home do not need to self-isolate themselves unless the child, young person or staff member who is self-isolating subsequently develops symptoms. If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 10-day isolation period they should follow [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#). They should get a test, and:

- if the test delivers a negative result, they must remain in isolation for the remainder of the 10-day isolation period. This is because they could still develop the coronavirus (COVID-19) within the remaining days.
- if the test result is positive, they should inform their setting immediately, and must isolate for at least 10 days from the onset of their symptoms (which could mean the

self-isolation ends before or after the original 10-day isolation period). Their household should self-isolate for at least 10 days from when the symptomatic person first had symptoms, following [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#)

Further guidance is available on [testing and tracing for coronavirus \(COVID-19\)](#).

Contain any outbreak by following local health protection team advice

If we have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, we may have an outbreak, and will continue to work with our local health protection team who will be able to advise if additional action is required.

In some cases, health protection teams may recommend that a larger number of other pupils self-isolate at home as a precautionary measure – perhaps the whole site or year group.

In consultation with the local Director of Public Health, where an outbreak in a school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive. Testing will first focus on the person’s class, followed by the whole school if necessary, in line with routine public health outbreak control practice.

Thank you for your continued support

Danielle Brown

Headteacher