



Our School September Plan

You will have already seen our letter on the school website, 'Returning to school in September' This information is aimed to provide further information on the latest guidance and measures we have in place in school. Please make sure you read both letters.

We believe that our pupils will benefit greatly from returning to school. As well as for learning, this is especially for their well-being, social and wider development. The benefits of being back at school far outweigh the very low levels of risk the virus currently poses within our community.

We know that some of you may be feeling anxious about your child returning to school at this time. Please be assured that we have followed the Government guidance to take the steps that are required. Through our partial re-opening in June, we have an understanding of what is needed to minimise risk, and were able to direct measures into practice for the summer.

COVID-19 can be contracted from anywhere and brought into school by one person who transmits it on. By putting in place the measures outlined, we reduce the risk of transmission. It is also important that parents/carers, pupils and staff follow the Government guidance on minimising the risk of transmission when they are outside of school.

We all need to continue to work together to make our school as safe as possible for the children, the staff and the community.

We are looking forward to welcoming all of our families back to school.

Current guidance

The Government has provided schools with information required for schools to open to all children from September.

We have been working hard on our plans for a full reopening.

The Parent information is here:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

Attendance

All pupils are now expected to return, and attendance will be recorded as normal.

Shielding advice for all adults and children paused on 1st August. Where a pupil is unable to attend school because they are required to comply with clinical and/or public health advice, please contact the school office and we will work with you to support your child the best possible way we can.

Minimising Risk to keep children and staff safe

All schools have been provided with a set of actions to prevent and respond to infection, summarised below:

Prevention:

- minimise contact with individuals who are unwell
- clean hands thoroughly and more often than usual
- ensure good respiratory hygiene - 'catch it, bin it, kill it'
- enhanced cleaning
- minimise contact between individuals, maintain social distancing wherever possible
- where necessary, wear appropriate personal protective equipment (PPE)

Response to any infection:

- engage 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

Enhanced cleaning regimes

We have had enhanced cleaning systems in place for our summer opening. Particular attention is paid to those surfaces throughout school that are frequently touched, eg door handles.

School staff not normally involved in cleaning duties, such as teachers and support staff, have also been keeping their own classrooms and work areas clean, and extra materials have been provided for this purpose. We anticipate these arrangements will stay in place until further notice.

Hygiene and handwashing

We have established regular handwashing and hygiene routines and will continue to teach and remind children the recommended NHS routines.

Handwashing is our preferred method, especially for younger pupils. Sanitiser is available where handwashing facilities are limited.

All staff and pupils are expected to maintain a regular hand washing regime.

The importance of fresh air

Windows and doors will be left open when possible for ventilation. Teachers will plan outdoor learning activities where they can, and lunch and break times will take place outdoors, including on the field, as much as possible.

We recommend your child brings wellies or similar (named) for outside activities and play. These will need to be *left in school*, to minimise items being brought to school each day.

The School Day : Minimising contact

Drop Off and Collection

- Details for parents/ carers on timings and drop off/collection points are provided in the previous 'returning to school letter'.
- Ensure you drop off and leave straight away so we can use the gates for the next group of children due to arrive as part of our staggered timings.
- If you have more than one child at school and they are in different year groups, make sure you wait in the appropriate place and social distance at all times.
- Social distancing must be followed at all times both inside and outside of the school site.

Contacting the school Office

The office operates on a one in one out system.

As far as possible, all communication should be made by phone or email to limit unnecessary personal contacts.

Please help to ensure your child has all they need at the start of the day.

If your child needs to be collected at a different time, please contact the school in advance to make arrangements.

Communication

We want to be able to maintain communication with parents.

If you would like a phone conversation please phone the office on 01362 872828, email office@lyng.norfolk.sch.uk or contact your child's class teacher via the class email.

So that social distancing and safety precautions can be put in place, meetings with members of staff are by prior arrangement only. Please only request this if essential.

Please do not have face to face conversations at the school gates if at all possible, as staff need to focus on getting the children into school or back to parents quickly.

Class 'Bubbles'

- Each class is grouped into 'Bubbles' which will remain consistent and separate from other 'Bubbles' during the day.
- Your child will have lessons, breaktime and lunchtime in their class Bubble.
- Your child will have the same members of staff teaching and supporting them for most of the time; however, they will be taught and supported by different members of staff when required, such as when your child will have other members of staff teaching them or supporting them – PPA cover for teachers, specialist teachers (Music and PE), Pastoral Support or outside agencies supporting pupils with SEND.
- There is not a requirement for Social Distancing between pupils within the Bubble.
- All staff will, as much as is practical and possible, social distance from children and other staff at all times.

Lunchtimes

- For those having school meals, we will for the first half of term be providing a packed lunch option only, with a 'meal in a box' such as fish and chips, each Friday. This enables us to have children outside as much as possible. It also supports minimal contact, mixing of hubs, and movement around school- all measures we are required to have in place.
- Pupils can continue to bring a healthy packed lunch from home.
- We will be providing Universal Free School Meals (UFSM) for Cherry and Willow children and Free School Meals (FSM) for those from Year 3 to Year 6 who qualify.
- We are aware that the situation may have changed for many families due to COVID-19 and your child may now be entitled to free school meals and pupil premium funding. If you think this is the case, please check on the Norfolk Schools website.
- There will be staggered lunchtimes, as there is in normal circumstances, and your child will be seated only with the other children in their class Bubble.
- Each class Bubble will be allocated a zone for eating and play.
- At times, your child's class Bubble will be in their classroom rather than outside.

Learning resources

- For individual and very frequently used equipment, such as pencils and pens, staff and children will have their own set of items that are not shared.
- Classroom based resources, such as books and games, can be used and shared within the class Bubble; these will be cleaned regularly, along with all frequently touched surfaces.
- Any resources that need to be shared between Bubbles, such as sports or art equipment will be cleaned frequently and meticulously between Bubbles, or rotated to allow them to be left unused for a period of 48 hours (72 hours for plastics) between use.
- Each Bubble has their own set of play equipment for use at break times.

School Uniform and PE Kit

- All children are expected to wear the school uniform.
- Your child should change out of their uniform as soon as they get home and that the clothes are stored away from other clothes and surfaces.
- Children are asked to wear the school PE kit on PE days to remove the need for PE bags and changing in school. Class teachers will let you know when this is for your child's class.

Items for school - Your child will need: *All items must be clearly named.*

- Water bottle- filled freshly each day.
- Suitable outdoor clothing / footwear (children will be outside much more).
- Packed lunch if bringing own.
- Book bag/ folder with reading book and reading record diary. Your child's class teacher will let you know which days your child should bring this in, as they will not be required every day.
- Bus children will need a bag to keep their face covering whilst in school.

Do not send your child with:

- Equipment or Toys such as a pencil case, games, show and tell items
- PE kit/ PE bags.
- Any other bags
- Face coverings to wear in school

Reading at home

Your child will have reading books to take home for the week. When returned, these will be placed in 'quarantine' before being reused by any other pupils. Your child's class teacher will provide information that is specific to their class.

Please continue to record your child's reading in their reading diary as before, but do not write other messages, as these will not be checked daily.

Curriculum

We are confident that many children will quickly 'bounce back' on returning to school, whilst we recognise there will be some who may need time to readjust.

To start out school year, we will all be ensuring that children are ready to learn and as such, social and emotional learning, building relationships and readjusting to school life will be prioritised.

For teaching and learning, teachers will make adaptations; establishing what needs to be learned, establishing starting points for their pupils and class, and planning accordingly. They will use their expertise to move forward with confidence.

There are some curriculum restrictions in place (such as singing) but we plan to continue with our normal curriculum in all subjects from the Autumn Term as far as possible.

Pupils with additional needs

Staff will continue to respond to the needs of individual pupils and additional support will be provided as necessary. Small group or 1:1 support may take a different form so that adults and children remain safe, for example, sitting side by side, staff and children working at a greater distance from each other. Staff who are in close contact with individual children may wear PPE

Assemblies

There will be no traditional whole school collective worship or gatherings at the moment.

These will be replaced by class collective worship or virtual assemblies, which will be watched by children in their class Bubbles.

We are keeping an open mind about events such as Harvest and Christmas but at this point whole school performances look unlikely for the time being.

After school clubs and School Trips

- We are hoping to run a limited number of after school clubs which will be offered to Bubbles. We will send out more information about these in the new term should we be in a position to offer this.
- Day trips are permitted. We will liaise closely with our providers and the County Visits team to ensure the right measures are in place for this to happen.
- Residential trips are currently not allowed; we are hopeful that by the summer we can run the Oak class residential that was missed this year, but are unable to say at the moment if this will be the case.

PPE , use of face masks

Staff may wear PPE in certain circumstances.

Pupils travelling on the school bus are advised to wear a face covering which can be removed and placed in a plastic bag on arrival.

Current World Health Organisation (WHO) and government information is that children under the age of 11 do not wear a face mask in school. Our school is following this current guidance for primary schools.

Management of Infection

Before Your Child Leaves Home in the Morning

Please check for any of the following symptoms

- a high temperature
- a new, continuous cough
- a loss of, or change to the sense of smell or taste

If any of these symptoms are evident do not send them to school, contact us straight away on 01603 872828

Government advice must be followed.

It can be found here: <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/>

Children or staff suspected of having COVID-19

In line with DfE guidance in the case of a suspected infection the school will:

- engage with the NHS Test and Trace process.
We ask that parents/staff inform the school immediately of the outcome of any test
- manage confirmed cases of coronavirus (COVID-19) amongst the school community. The school will text or e-mail parents with a notification of a confirmed infection including which 'bubble' this may affect. We will not share the names or details of people suspected of having or confirmed to have coronavirus;
- contain any outbreak by following local health protection team advice. For the avoidance of doubt the advice says we 'must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious.

'Close contact' now means:

- 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);
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual;

Suspected case in school

- When a case is suspected in school the child will be immediately isolated from other pupils and staff. Staff supervising these children will also try to ensure they remain two metres away while still aiming to provide the reassurance and care particularly young children will need. Enhanced PPE is available for staff. Older children may be offered a

mask. The school will contact parents and request they collect their child from the school immediately.

- We ask that parents whose child has been identified as having a suspected case of COVID-19 should seek immediate medical advice. The guidance says '*Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test.*'
- If no test is undertaken then we expect children to self- isolate according to the Public Health England guidance here: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Households with a confirmed case of Coronavirus should follow the advice laid out by Public Health England here: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance> regarding isolation and should keep their school informed about their planned date of return following isolation.

In the event of a local authority wide lockdown: The school would revert to the arrangements similar to those which were in place during the nationwide lockdown and remote learning would be continued.

We hope this update is helpful and provides the assurance and information you need for the start of term.

Our measures are kept under review and are subject to change, particularly in the event of updated guidance.

Please check our school website regularly and if you have a specific question that is not covered, then please do contact us.