

Headteacher: Mrs R Williams
Telephone: 01706 847093
Fax: 01706 882775
e-mail: office@stthomasnewhey.co.uk



St Thomas' CE Primary School
Huddersfield Road
Newhey
Rochdale
OL16 3QZ

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Dear Parents

I am writing to you to outline the school's plan for the wider reopening of school to reception, year 1 and year 6 children.

In order to be able to offer places to as many children and as safely as possible, children in reception, year 1 and year 6 have been split into two groups. Each group will access school every other week **Monday – Thursday** only starting on Tuesday 2nd June. Each year group will be given a different start and finish time. There will be no access to before and after school club and children can only attend on their allocated days. If the key worker group becomes too big to manage in one classroom, then provision for those in year 6 will stop.

This will allow us to keep groups to a maximum of 12. Provision for key worker children remains unchanged.

The children will be expected to wear their own clothes, which should be clean on every day. The only items that can brought into school are a water bottle and a lunch box if needed. Bags, pencil cases and toys will not be allowed.

I understand that you will have lots of questions and I know some of you responded to the survey I sent out last week. I intend throughout the rest of the letter to answer those concerns and questions you may have.

What days and times will my child be able to be in school?

Children in group A can attend on the following weeks starting on TUESDAY 2nd JUNE.

Week beginning - 1 st June (start on Tuesday)
Week beginning – 15 th June
Week Beginning – 29 th June
Week Beginning – 13 th July

Children in group B can attend on the following weeks

Week beginning - 8 th June
Week beginning – 22 nd June
Week Beginning – 6 th July

School is closed to all children except the key worker group on a Friday to allow for cleaning, ready for the next group on the following week.

Year Group	Start Time	Finish Time	Allocated Room
Year 6	9.00am	2.30pm	Class 5
Year 1	9.15am	2.45pm	Class 2
Reception	9.30am	3.00pm	Class 1

Year 6 children **MAY** have some or all of their lessons at Hollingworth Academy. I am currently working with Hollingworth to see if this is possible.

Who will teach my child?

The groups will be staffed by a teacher and a teaching assistant. This allows us to create 'bubbles', family type units that will not mix, therefore reducing the risk of infection.

Key worker children who have attended school will not go in their year group bubble. They will stay in the key worker bubble.

Reception	Miss Wardle and Mrs McCabe
Year 1	Miss Hobbs and Miss Thompson
Year 6	Miss Lockley and Mrs Horridge
Key Workers	Ms McAllister and Mrs Robinson (Mon-Thurs) Mrs O'Toole and Mrs Thewlis (Friday)

What will the day be like for my child?

Children will be taken off parents at the school gate at the top of the ramp by a staff member from their bubble. Children and parents are not to come into the school grounds. You will be asked to queue on the pavement on Church Street, which will have markers indicating 2 metre distances between groups. Only one parent should attend with their child.

Children will then be led into school by the relevant member of staff. Children will then queue to wash their hands in their assigned toilet area. We have ordered mobile sinks for the playground – we are waiting for these to arrive. Children will then sanitise their hands before entering their designated room.

Classrooms will be set up to maximise the space, much of the furniture has been removed. All children will be given an allocated desk space and chair. That will be their space for the entire time they are in school. Each child will have their own set of equipment to use that is only for them.

All children will have an English and a maths lesson in the morning and creative activities in the afternoon. Younger children will have the opportunity to play in their classroom with selected toys that are easy to clean.

Break times will be staggered and the playground split into 2 sections. Children cannot mix across the bubbles at playtime.

The children and staff will eat their dinner in the hall with their bubble. The children will be given an allocated seat and their dinner will be brought to them. They will sit at either end of the dining tables facing each other. We will play music during this time as there will be limited opportunities to chat over lunch with friends.

We aim to use the outside as often as possible – but this is weather dependant!

Children will be expected to wash and/or sanitise their hands frequently during the day. This will be supervised by staff and time tabled.

At the end of the school day your child will be taken to the small gate at the top of the ramp by a member of staff from their bubble and handed over to you. The expectation is that you will be stood on the pavement on Church Street at 2 metre intervals, which will be marked.

During this time, parents will not be allowed on the school premises unless previous arrangements have been made or it is an emergency situation.

How will school ensure that social distancing takes place within school?

The simple answer to this is we can't. There will be lots of measures in place to support social distancing, but children are children and they need contact with each other and with adults.

Each bubble will be assigned a toilet area for when they are in school. Reception children will use the infant girls' bathroom, year 1 children will use the infant boys' bathroom. Key workers will use the junior boys' toilet and year 6 children will use the junior girls' toilet. Toilet use will be closely monitored by staff and only one child at a time can use the facilities. This is to prevent different bubbles coming into contact with each.

Most of the furniture around school has been removed from the corridors and from the classroom to maximise space. There will be tape on the floors in the corridors indicating two metre distances and there will be tape down the middle to support passing in the corridor. The bubbles will be kept separate from each other at all times.

Children will spend their first day back getting to know the new school and the new routines.

How will the school manage the cleaning routine?

All classrooms will have their own set of cleaning equipment, including: clothes, mop, bucket, sanitiser sprays, disinfectant, sanitiser wipes, bleach sprays and Milton. Each classroom will also have hand sanitiser and soap for hands. It is up to the bubble staff to ensure that their bubble remains as clean as possible throughout the day.

Over lunchtime, each classroom and toilet area will be cleaned. The tables and chairs in the hall will be cleaned in between each sitting.

All areas will be cleaned once the children have gone home. The school will have a deeper clean on a Friday, ready for the next set of children the following day.

Outdoor equipment will also be cleaned daily and in between changes of children.

We will endeavour to keep surfaces and objects as clean as we can using the recommended cleaning products and solutions.

What happens if a child or adult displays symptoms of COVID-19?

If a child becomes unwell whilst they are at school, we will isolate that child and the adult dealing with that child will wear disposable PPE – face mask, gloves and apron. The child may also be given PPE. Parents will be called and would have to collect their child straight away.

All surfaces that the child had touched would be cleaned and the bubble would be shut down. This means that all people within that bubble and their families would have to self-isolate for 14 days. This would include the staff and may impact on the group that was to attend the following week.

The ill child would be expected to go for a coronavirus test. If it came back negative, the bubble could reopen. Whilst the bubble was shut, there would be a specialist deep clean of the classroom.

Will staff wear PPE?

PPE is available for all staff to use, if they choose to. The current Government guidance states that it is not necessary in school. Whilst we have had key worker children in school, we have only worn PPE whilst cleaning.

The items we have available in school are: face masks, face shields, gloves and aprons.

How will you manage a child who presents with challenging behaviour?

Children with challenging behaviour will have an individual risk assessment, which will outline the steps needed to keep everyone safe. If any child's behaviour puts another child or a member of staff at risk from possible infection, they will not be able to attend school, even if their parent is a key worker.

Staff who are asked to work closely with these children will be given the option of PPE. In the event of a child spitting, biting and hitting, they will be isolated from the other children by trained staff who may choose to wear face shields and other protective clothing.

How will you manage first aid?

All bubbles will have a staff member who is trained in first aid except for the year 6 bubble. Year 6 first aid issues will be dealt with by Mrs Williams.

All classes will have first aid equipment in them. Staff members issuing first aid to children will have access to PPE. Gloves will be worn. An apron and mask may be worn if the member of staff chooses to.

Inhalers will be kept in classrooms. Medication will be kept in the head teacher's office.

What will you do if my child is upset?

Upset children will be managed with care and compassion in our usual way. In the first instance staff will try to console the child from a distance, but it may not work. Distressed children need comfort from an adult and we will continue to give this where needed. Sometimes children, particularly young children need their hands holding. Staff will assess the situation and do what they think is necessary. This is a situation where we cannot guarantee social distancing will take place.

How will you manage the work?

Books will not be individually marked by staff. Staff will give verbal feedback. The work will be designed so that as many children as possible achieve it, without too much close intervention from the teacher.

The main priority for younger children will be reading. We will continue to listen to children read. However all books will remain in school. Any books that are at home can be sent in with your child on their first day back and we will box them up and quarantine them for an extended period of time before using them.

Teaching staff will still post online work for those children at home. Bearing in mind, that most teaching staff will also be in school, this may not be to the same extent it is now. We are currently looking at using The Oak National Academy online lessons for the majority of home learning tasks.

What will happen if I choose to keep my child at home?

Nothing. The Government have temporarily suspended the issuing of fines for non-attendance at school.

It is up to you as a parent to make the decision for your child. I have tried to give you as much information as I can, so that you can make an informed choice.

What happens next?

I will be contacting each family individually to ask what your intentions are around sending your child back to school. You are able to change your mind later on in the term, but your child can only access the bubble they are being put into. Children cannot change bubbles.

For those children of key workers, who **have not been** in school so far, you will need to decide whether you want them to be in the key worker bubble or their year group bubble.

The allocated lists for the year groups will be put on the website in the parent portal, so only parents can see the information.

I understand that you will have to make some very tough decisions over the next couple of days regarding your child. Although I can put many measures in place to reduce the risk I cannot guarantee that your child will be 100% safe in school. By giving you the relevant information, you should be able to decide what is best for you and your family as everyone's circumstances are unique.

In addition, I cannot guarantee that the above plan would be the one that happens. As we are all aware, the guidance changes regularly – last week alone the guidance was issued on Monday and updated on Tuesday, Thursday and Friday – so who knows what it will look like by June 1st. It also appears that the Government won't make a final decision until May 28th on the opening of schools. Furthermore, the Local Authority could decide not to open schools as others have done.

I would like to take this opportunity to thank you all for your continued support throughout this challenging situation. All the way through this difficult time, I have felt that you, as a group of parents, have allowed and trusted me to make the decisions I have felt are needed and to do what is right for your children. My staff and I will continue to work to keep your children as safe as we can under the circumstances and although we are all desperate to be back teaching your children in school, we want it to be the safest it can be for everybody.

Yours Sincerely,

Mrs R. Williams
Headteacher