

School Wider Reopening Plan

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1. Rationale

Children, staff and parents need to be reassured that provision provided has been carefully thought out, is safe, is planned and purposeful before they return to school.

The purpose of this document:

The following information is presented to ensure all families, parents and carers are clear on the expected routines and procedures in place in order to reopen both school sites and safely manage the return of the whole school.

Parents can see how the school is organised and how children will be kept safe. Parents will also know our expectations of them around pick up and drop off and how we will manage in the event of a child showing symptoms of Covid-19.

2. Wider Reopening Return (Year Groups)

Phases	Year Groups in School
Week One (3 rd and 4 th September)	Reception phase, Year 1 to Year 6 Full time
Week Two (7 th September)	Nursery Phase Return, Reception Phase Return, Year 1 to Year 6 Full time
Week Three (14 th September)	Nursery Phase Return, Reception Phase Return, Year 1 to Year 6 Full time
Week Four (21 st September)	Nursery Phase Return, all other classes full timetable – see below
Week Five (28 th September)	All classes full timetable – see below

		Week 1 3rd and 4th September	Week 2 7th September	Week 3 14th September	Week 4 21st September	Week 5 28th September
LOWER SCHOOL						
EYFS BUBBLE	Nursery		8.50 - 11.30	8.50 – 1.00	8.50 – 2.00	8.50- 3.00
	Reception	8.50– 11.45	8.50 – 1.30	8.50 – 3.00	8.50 – 3.00	8.50 – 3.00
KEYSTAGE 1 BUBBLE	Year 1 Classroom	8.45 – 2.45	8.45 – 2.45	8.45 – 2.45	8.45 – 2.45	8.45 – 2.45
	Year 2 Classroom	8.45 – 2.45	8.45 – 2.45	8.45 – 2.45	8.45 – 2.45	8.45 – 2.45
UPPER SCHOOL						
LOWER KEYSTAGE 2 BUBBLE	Year 3 Classroom	8.55 -3.15	8.55 -3.15	8.55 -3.15	8.55 -3.15	8.55 -3.15
	Year 4 Classroom	8.55 -3.15	8.55 -3.15	8.55 -3.15	8.55 -3.15	8.55 -3.15
UPPER KEYSTAGE 2 BUBBLE	Year 5 Classroom	8.45 – 3.00	8.45 – 3.00	8.45 – 3.00	8.45 – 3.00	8.45 – 3.00
	Year 6 Classroom	8.45 – 3.00	8.45 – 3.00	8.45 – 3.00	8.45 – 3.00	8.45 – 3.00

3. Staggered start and end to the day (Drop off and collection)

Drop off

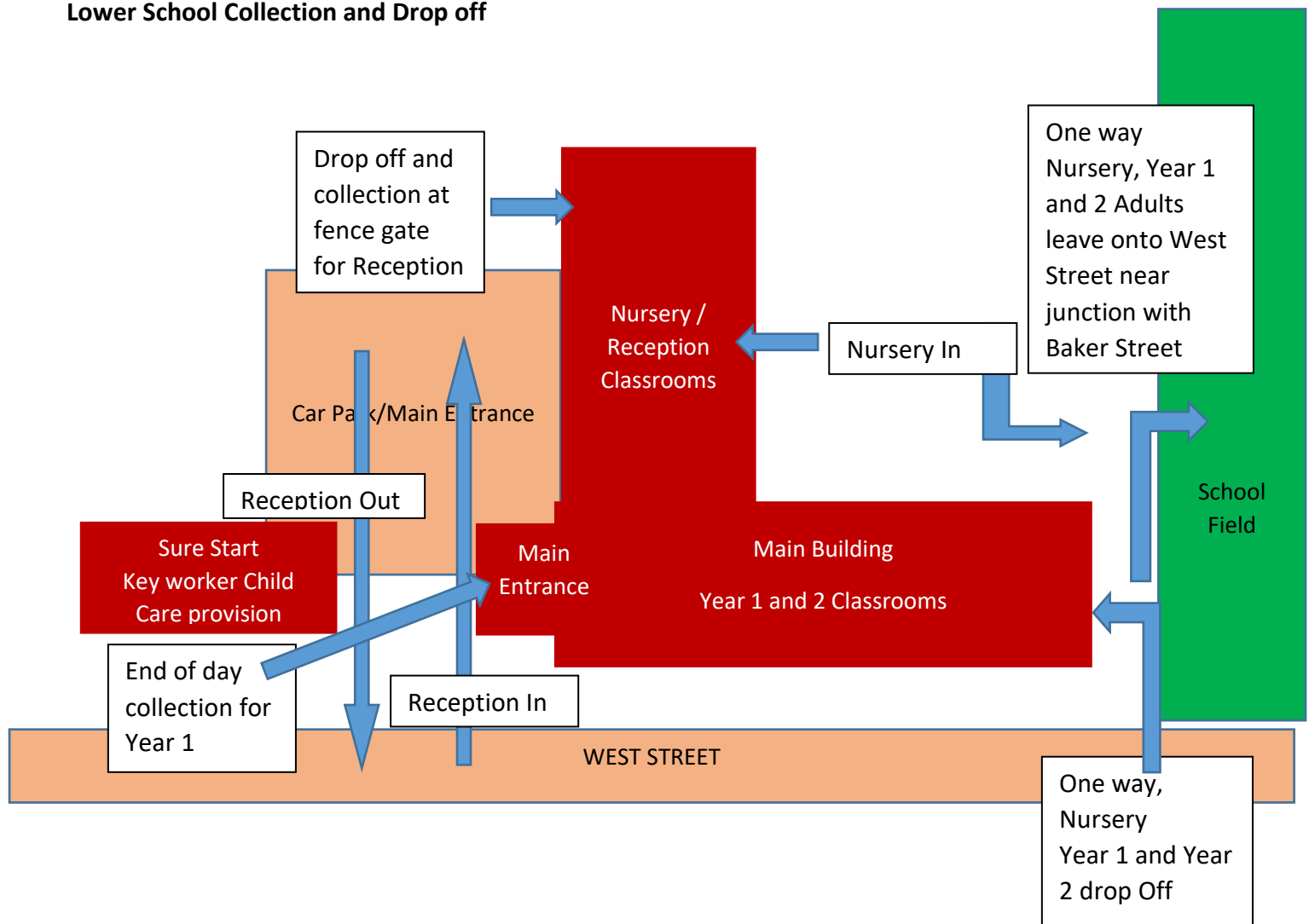
Year Group	Main Entrance	Drop Off Time
Nursery	Nursery Play Area	8.50am – 9.00am
Reception	Reception Door via Staff Car Park Access	8.50am – 9.00am
Year One – Mrs Nesom	Main Morning Entrance from school yard	8.45am – 8.50am
Year Two – Miss Weaver	Main Morning Entrance from school yard	8.45am – 8.50am
Year Three – Mrs Hannon	Enter site from main or back gate – access in through Year 3 & 4 Porch Door	8.50am – 9.00am
Year Four – Mrs Reed	Enter site from main or back gate – access in through Year 3 & 4 Porch Door	8.50am – 9.00am
Year Five – Miss Edwards	Enter site from main or back gate – access in through Year 5 Porch	8.45am – 8.50am
Year Six – Miss Scarr	Enter site from main or back gate – access in through Year 6 Porch	8.45am – 8.50am

Children should not be on site before these times as staff will not be available prior to this and bubbles should not overlap or mix

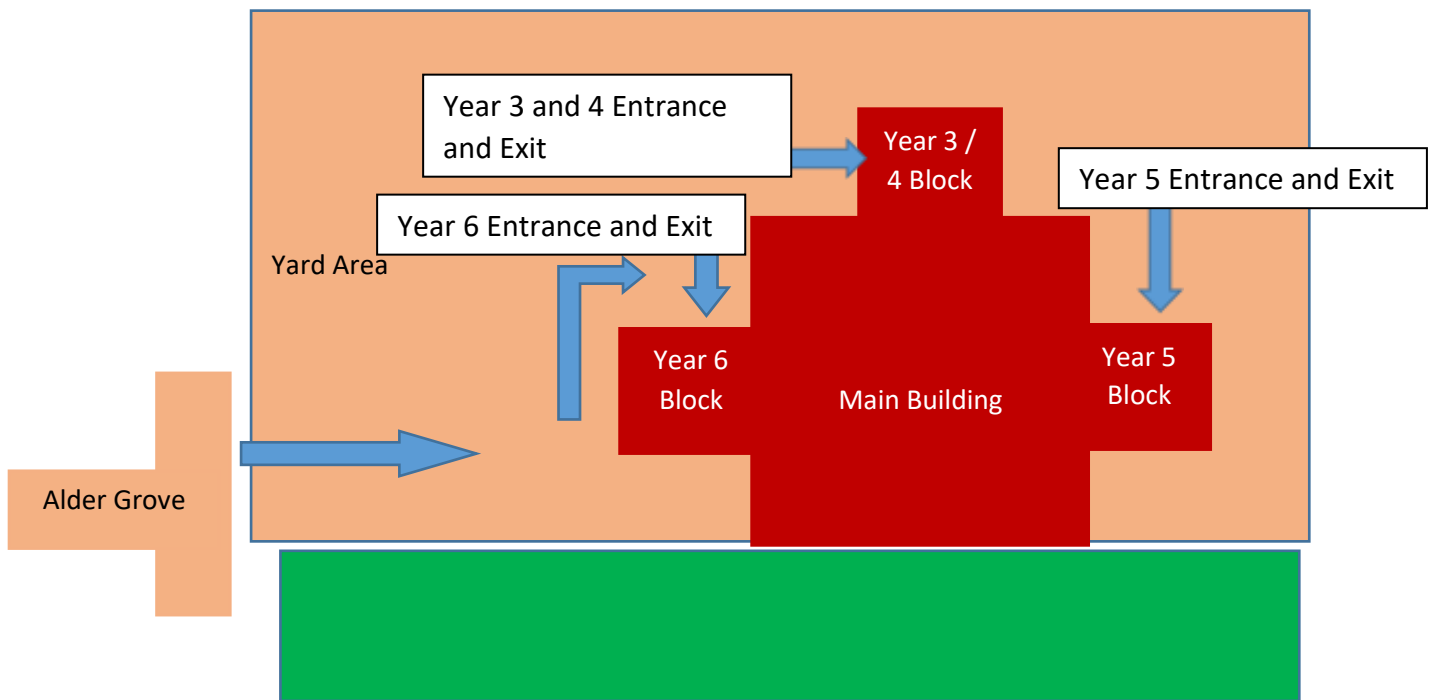
Collection

Main Entrance	Main Exit	Time
Nursery	Nursery Play Area	Allow Five minutes before the end of the Phased Session
Reception	Reception Door via Staff Car Park Access	Allow Five minutes before the end of the Phased Session
Year One – Mrs Nesom	Main Entrance - staff car park	2.45 – 2.50 pm
Year Two – Miss Weaver	Main Morning Entrance – school yard	2.45 – 2.50 pm
Year Three – Mrs Hannon	Main Gate / Back Gate	3.15 – 3.20 pm
Year Four – Mrs Reed	Main Gate / Back Gate	3.15 – 3.20 pm
Year Five – Miss Edwards	Main Gate / Back Gate	3.00 – 3.05 pm
Year Six – Miss Scarr	Main Gate / Back Gate	3.00 – 3.05 pm

Lower School Collection and Drop off



Upper School Collection and Drop off



School Yard drop off and collection

- Please adhere to the appropriate drop off and collection times to minimise and mitigate congestions on the school site, at key pinch points like main gateways and reduce contact.
- Please adhere to social distancing at all times maintaining a 2m gap between yourself and other parents/carers and families.
- Once collected we ask that you leave the site as quickly as possible to allow for the next bubble to be dropped off/collected.
- Please remind your child that when walking to or from school they should maintaining social distancing as much as possible from others that are not in their bubble.
- When dropping off and collecting we continue to ask that you do not gather on the playground or at doorways and keep to 1 adult per child/family. Should you need to discuss anything with the class teacher we ask that you follow current procedures and contact them by phone or via school email. If your child receives medication, we will ask you to contact the school office to arrange drop off and collection if necessary.

Lower School drop and Collection

Staff will be at the doors for drop off and collection and we ask that you keep to one adult per child. Staff will release children to each adult in turn.

Upper School Drop off and collection

Children arriving at the correct time should report to their own porch door entrance which staff will open at the times given above. There will be no mixing of bubbles on the yard so there is no need to attend

school early as there will be no play time before school starts. At the end of the day children will be walked to the main gate and back gate and released to the adults waiting.

For new year 3 Parents we ask that you only enter the site within the first week and from then children will be handed over at either the front or back gate moving forward.

4. After School Club Provision

After school clubs will not resume until after the October Half term at the earliest. This will continue to be reviewed by senior leaders and the schools Governing Body.

5. Breakfast Club

As both sites have now been split into 4 separate Bubbles we will be unable to provide full breakfast club provision to different age groups. Therefore, from the 7th September Breakfast club will resume on Lower School site from 8am for Years 1 and 2 only. Plans are currently be prepared to open a keystone 2 Breakfast club from the 14th September on Upper School site. I will be contacting parents who usually use this facility to book allocated places within the next week.

6. Uniform

From September we will be suspending the requirement to wear school uniform every day and ask that your child continues to wear a **clean change of clothes** each day (you may choose to include uniform). For older children they may wish to wear their sports gear rather than bring a change of clothes to school – this will also minimise the transfer of materials/bags between school and home. Children should not bring anything other than themselves, coat, hat (if necessary) packed lunch and water bottle. We must minimise the amount of objects moving between school and home setting. We will provide all other resources required and this will greatly reduce the movement of items between households and the school setting.

7. SEN and Meetings

Parents are asked to communicate with the school via telephone or email – all meetings will be by appointment only. Those children receiving SEND support from outside agencies will resume in line with agency protocol. Those agencies, e.g Speech and language, attending school will be allocated a separate room to work in and will not be able to move around the rest of the school.

8. Behaviour

Our behaviour policy has been updated to include any anti-social behaviour that may contribute to the spread of Covid-19 – including biting and spitting. Before your child arrives please ensure you have discussed with them the expectation around behaviour and contact with others. Children need to be aware that they must follow staff directions around expected behaviour such as washing and drying of hands, use of tissues etc.

9. Remote Learning

In the event of a local lockdown or identified Positive case of Covid-19 the appropriate bubble will be shut down and further learning for the next 10/14 days will be completed remotely. Staff will already have a 1 week paper based pack that will be sent home, alongside this we have already set up provision for online learning through a range of platforms. Passwords are available/will be resent out in the new term. Class Dojo will form the basis of online communication and marking of work. If you have not joined already please do so as soon as we return to school and your password is sent home. Shortly after reopening school we will survey all families on the degree of online access they have in case we need to amend our provision.

10. Lunches and resources

The children will not need to bring any additional resources/equipment to school other than their coat/hat and a named water bottle. Pens, Pencils and Pencil cases should not be brought into school. If your child is on packed lunch this will be wiped with a disinfectant wipe on entry and stored in the classroom. In line with our risk assessments we ask that you wash and disinfect packed lunches and water bottles as soon as they return home.

11. Risk Assessment

Risk assessments and procedures including school provision and wrap around care, start and end times will be reviewed weekly.