



Sawley Infant School



Sawley Superheroes Back to School Guide Updated March 2021

Willows Academy Trust ... ASPIRE ... ACHIEVE ... THRIVE



Dear Parents and Carers,

We are very excited to be welcoming back all pupils on Monday 8th March.

We have updated our risk assessments to make sure we can reduce any possible transmission and keep everything as safe as we can for children, parents and staff.

On the following pages, you will find our updated response to the latest government guidance. Many things have remained largely the same with some minor changes. Amendments will continue to be made when needed.

Hopefully this will go some way to answering some of your questions however, once you have read this information, if there is something you are still unsure of then be sure to contact us and we will endeavour to find an answer for you.



Dear Children,

It seems such a long time since we have all been together and we are so looking forward to welcoming you back to school.

Mrs Harral and her team are busy preparing for your return. Our friendly faces will be there to greet you and help us get used to any new routines.

We know you will **be resilient!**



Be Ready

We are pleased to say that all children should be returning to school on Monday 8th March 2021. Please be aware that all children are expected to return, unless they are clinically advised otherwise.

The government has instructed schools to follow the normal procedures for low attendance which includes penalty notices for unauthorised absence.



Be Respectful

Pupils, staff and other adults must not come to the school if they have [coronavirus \(COVID-19\) symptoms](#), or have tested positive in the last 10 days.

If anyone in the school begins to exhibit COVID-19 symptoms, they will be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they must self-isolate for at least 10 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should also self-isolate for 10 days from when the symptomatic person first had symptoms.

Families have a community responsibility to report any suspected cases to the school.



Be Resilient

We have implemented a variety of measures to minimise risk and are really pleased to be welcoming everyone back. However, it is a challenging time for everyone so we need to be resilient!

Preventative Measures

Training: All children will be reminded how to minimise risk when they return to school. There are posters and signs around school to help the children remember about things like hand washing and social distancing and we will continue to teach all about this using songs, rhymes and video clips.

Minimising contact:

Children and staff will operate in class and year group bubbles. Everyone in school will wash hands thoroughly and more often than usual. We will continue to encourage social distancing where possible.

Children will be encouraged to play non-contact games on the playground. The PE curriculum has been redesigned to ensure non-contact activities.

Hygiene:

We will be encouraging lots of hand washing or sanitiser use; on arrival and before and after certain activities.

Children are not allowed to bring in their own hand sanitiser as it is a flammable liquid. If you do not wish your child to use hand sanitiser, please email closure@sawley-inf.derbyshire.sch.uk

We promote the 'Catch it, Bin it, Kill it' approach for sneezes and have dedicated tissue bins which are emptied during the day.

Cleaning:

We have enhanced our cleaning plan with more frequent cleaning of regular touched surfaces (e.g. tables and door handles) and shared areas.

Bubbles have their own toilets allocated for use, wherever possible.

We are following advice and may now use some bleach based cleaning products in school. As with hand sanitiser, systems are in place to ensure products are stored, handled and used safely.

Resources:

We have made each child their own resource pack of frequently touched equipment i.e. pencils, whiteboards, crayons etc.

Classroom and whole school resources e.g. PE equipment, will be cleaned regularly and thoroughly after use, or quarantined (left for 72 hours) before being used by another bubble.

Suspected case of COVID-19:

The school operates a supervised isolation area for anyone who shows symptoms whilst in school awaiting collection and thorough cleaning afterwards. The school will engage with the NHS Track and Trace system. Additional measures beyond those mentioned above, can be found in our COVID-19 Risk Assessment - a copy is in the parents section on the school website

Drop off and pick up arrangements

We have found implementing **allocated entrances and routes** for drop off has been successful and welcomed by parents in order to avoid overcrowding. We intend to continue this, and also reintroduce **staggered start times** when we welcome back much larger numbers in March.

Parents are politely requested to use the allocated entrances/exits and time slots and to refrain from gathering at the school gates. We also request that only one adult comes with the children to drop off and pick up.

We apologise for any inconvenience but hope parents will support us in keeping the entrance and exit routes clear as part of our arrangements to help keep your child safe.

Allocated entrances	
Nursery Group	Entrance/Exit
Nursery – Children attending fulltime Conservatory Door	Wilmot Street Entrance
Nursery – Children attending part-time Main Nursery Door	Wilmot Street Entrance
Reception Classes	Drop off Time
Class 1- Sunstones	Draycott Road Entrance
Class 2 -Turquoise	Draycott Road Entrance
Class 3 – Diamond	Draycott Road Entrance
Year One Classes	Drop off Time
Class 4 - Opal	Draycott Road Entrance
Class 5 - Sapphires	Draycott Road Entrance
Class 6 - Topaz	Wilmot Street Entrance
Year Two Classes	Drop off Time
Class 7 - Amethyst	Wilmot Street Entrance
Class 8 – Aquamarine	Wilmot Street Entrance
Class 9 - Emerald	Wilmot Street Entrance

Children will be met at the class or nursery door. We are not able to invite parents in at this point so one member of staff will welcome the children whilst the other supervises handwashing, ready to start the day.

For siblings, please use the entrance/exit allocated to your eldest child at the infant school. For parents who have junior school children, please drop them off first and then continue to your allocated entrance, or take the most direct route to your child's infant classroom if you are already on site.

Staggered start/finish times

Arrival Group	Drop off Time	Pick up Time
Surnames A-K	8.40am - 8.50am	2.50pm - 3.00pm
Surnames L-Z	8.50am - 9.00am	3.00pm - 3.10pm

For siblings, please use the surname of the eldest child on site (infant and juniors). Childminders and before/after school clubs should pick whichever time slot and entrance best matches the names of children in their care and use the same every day.

Part-time Nursery	Nursery Pick up Time - Lunch	Nursery Drop off Time - Lunch
Surnames A-K	11.40am - 11.45am	12.00 - 12.05pm
Surnames L-Z	11.45am - 11.50am	12.05 - 12.10pm

Lunchtime arrangements

Derbyshire County Council have re-designed their menu to support classroom dining. We will be operating three sittings. For those children bringing their own sandwiches they will bring their sandwich box and place it on the labelled lunch trolley in the morning, it will then be used at lunchtime and collected at the end of the day.

For All Reception and Year 1 classes, the dinners will be served in the classrooms. The Year 2 classes will eat slightly later, Class 7 & 9 will be eating in their classroom, Class 8 in the hall. Children must have the same dinner arrangements for each half-term.

Uniform

We expect school uniform to be worn by all children in school (optional in Nursery) except for on PE days, which is explained later.

School uniform can be purchased from:

Just Schoolwear - Shop in Long Eaton or <https://just-schoolwear.co.uk/shop/Primary-School-Uniforms.html>

Uniformity - Shop in Borrowash or <https://www.uniformity.co.uk/sawley-nurseryinfant-and-junior-256-c.asp>

My Clothing Online ordering - <https://myclothing.com/ueslink/7290.school>

Classroom organisation and 'bubbles'

Bubbles

Each year group will operate as a 'bubble'. We have been mindful that this allows:

- the children to mix at break times to support the children's social development, mental health and well-being;
- small group intervention work to take place to address catch up teaching and support more individualised learning programmes.

Staff have been allocated to year groups and as far as possible, will not change.

Individual classes will operate as a 'mini-bubble' within the year group bubble for the majority of their day.

Each year group bubble will remain separate to other year groups and not come into contact with each other at break and lunch.

There will be no whole-school events such as assembly or class assemblies for the time being. Assemblies in school will take place virtually.

Changes from September

Classroom layouts will be different – following the government guidance children will be seated at tables for teacher input more often, and we will not have 'carpet time'.

We had adopted table seating last year in Key Stage One classes, and for phonics teaching in Reception. It was proving very popular with the children and successful for learning, so we are not too concerned about the impact of this change.

Sensory, role-play, creative activities in EYFS will be managed differently and the resources organised carefully and cleaned throughout the day

Children will not be allowed to bring in any pencil cases/stationery items or toys from home.

The following changes will be implemented to reduce items coming into the bubbles from home environments.

Resources – School will provide all children with their own individual stationery packs i.e. pencils, rulers, glue sticks, whiteboards etc.

Additional equipment will be provided by school and managed in line with our school risk assessment, thus minimising any potential risk of infection or unnecessary transmission of the virus.

Bags and water bottles - Children will not be allowed to bring school bags in the first instance. They should only bring a drinks bottle, with clean fresh water daily, and their plastic reading book wallet, We have implemented a *quarantine system* for returned books in every classroom.

PE – children should arrive in PE kits on the days they have PE. We aim to do PE outdoors as much as possible. PE Kit:

- PE t-shirt with school jumper over;
- PE shorts with joggers over (can be removed easily if we do PE indoors);
- Trainers (trainers are preferable for outdoor PE and also suitable for indoors if necessary. Plimsolls are not suitable for all day wear.)

Swimming – there are no plans to open the swimming pool in the first half-term. We hope to open it as soon as possible. If your child was in Year 1 last year and missed sessions, the payment will be carried forward until they resume.

Curriculum

Returning to school is vital for children's education and for their wellbeing. We continually endeavour to ensure children receive a high quality education that promotes their development and prepares them for the opportunities, responsibilities and experiences of later life.

Please be reassured that all staff fully understand and have endeavoured to reduce some of the challenges presented by learning at home. We know it is not always easy!

We are aware that all the children will be in different places when they return to school. Some families have continued Home Learning throughout lockdown

and others have found Home Learning more challenging for a variety of reasons.

Once the children are back in school and have had chance to settle back into classroom life, staff will be assessing where any gaps in knowledge exist and will use this information to inform their planning.

Some areas of learning are harder to deliver outside the classroom. As a result, some learning may not have been covered from the previous year. School is fully prepared to work flexibly; teachers are busy planning to make sure any gaps in knowledge and skills are addressed before children move on.

Our curriculum provision will continue to remain broad and ambitious; all pupils will continue to be taught a wide range of subjects that are relevant, engaging, accessible and linked as per our curriculum offer.

Mental Health and Wellbeing

Firstly, our priority is welcoming the children back and helping them settle back into the school environment and routines.

We understand that while most children will be looking forward to seeing their friends and teachers and getting back into a school routine, some might be feeling worried after such a prolonged period at home. Each class teacher will be delivering a number of specially designed sessions and will have the flexibility to respond to needs during the first half term.

Our excellent team of teaching assistants and specialist support staff are always on hand to offer a friendly, encouraging ear and support children who may need a little reassurance as they settle into school.

We are mindful that every family's experience has been different, there may be particular issues or circumstances that school should be aware of. If this is the case, to help us to support your child, please speak directly to us as soon as possible using contact details at the end of this leaflet.

Will the school continue to provide a variety of 'experiences' e.g. guest speakers, workshops etc. and will there be any provision of after-school clubs in the autumn term?

We need to respond flexibly and build this up. Each 'experience' will be risk assessed and organised as is appropriate. We currently hope some sports clubs

will go ahead, however these will be restricted to year group bubbles initially and are likely to be restricted to numbers.

What happens if there is a suspected or confirmed case of COVID-19 in my child's bubble?

Any member of the school community who is exhibiting COVID-19 symptoms should not attend school and remain at home for 10 days.

Their household members must remain at home for 10 days and advised to follow *Stay at home: guidance for household with possible or confirmed case of coronavirus infection*:

Current recognised symptoms:

- **a high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **a new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **loss of sense of taste or smell** (anosmia)

Where a person begins to show symptoms in school they are immediately isolated to our identified isolation zone. Parents will be contacted to collect the child and any siblings immediately.

Could my child's bubble close?

What will happen if my child's bubble is closed?

PLEASE ensure we have an up to date method of contacting you. If cannot answer a mobile phone at work – we will need contact details for your workplace.

Yes – bubbles can be closed.

Schools have clear procedures to follow for managing any **confirmed** case of coronavirus within the school community or cases identified through the NHS Test and Trace system.

Swift action will be taken by the school working in partnership with the local Health Protection Team. The local Health Protection Team will decide if the class or Year Group will close. They will also advise on time scales.

If your child's bubble closes:

- We will contact you – via Parentmail text in the first place. Children will need to be collected immediately.
- We will advise you of timescales and family isolation requirements following advice from the Health Protection Team.

How will the school support learning from home if my child's bubble closes?

Online learning will be provided on Microsoft Teams as it has throughout the January – February lockdown.

If you want any further information, please look on our website at the 'Home Learning Definitions' at <https://www.sawleyinfantschool.co.uk/school-policies/>

How will school communicate with parents/carers going forward?

We are politely requesting that parents/carers do not enter the school buildings from September and until further notice. This is a big change for us, as we have always had such an open door policy. It doesn't mean that you can't communicate with us and keep in touch.

You can message the class teacher via Class Dojo/Tapestry. The class teacher will respond as soon as possible. You can also request a telephone appointment with the class teacher via ClassDojo/Tapestry. Telephone appointments are usually at the end of the school day.

Teachers will check ClassDojo/Tapestry at least weekly. If your message is urgent, please telephone the school office.

If you have any queries regarding dinners, attendance or you need to share any medical information, please email Mrs Crowder or Mrs Green on enquiries@sawley-inf.derbyshire.sch.uk or telephone the school office on 0115 9732652

You can currently get in touch with the senior leadership team via our closure email (closure@sawley-inf.derbyshire.sch.uk) or via the school office on the email and phone number above. You can also contact the Headteacher and Assistant Head/ SENCO via direct email.

Mrs M Harral – Headteacher/ Designated Safeguarding Lead

headteacher@sawley-inf.derbyshire.sch.uk

Mrs R Morley – Assistant Headteacher/ SENCO

rmorley@sawley-inf.derbyshire.sch.uk

We hope this has gone some way to answering some of your questions. It has been a particularly difficult time for many people and we know some people may feel a little nervous about the return – and that is just the teachers!

We will continue to work hard to try to give the children some sense of 'normality'. Just like yourselves, we want to do the best for the children. By

working in partnership, we can move forward and offer the support they might need.

If you have questions or concerns, please get in touch.

To ensure you are up-to-date with the latest information and don't miss out – please make sure:

- we have your most recent personal/work contact details
- you are signed up for our **Parentmail**
- you have registered on **Class Dojo**
- you have registered on **Tapestry** for EYFS (Nursery and Reception classes)
- you keep checking the **school website**.

A final word...

Some children have completed some excellent work at home during the last few months. Some children have found it quite hard to work at home. The good news is that we will soon be learning together again.

Take care and stay safe!

