



Parent’s Guide for Children Returning to School - Phase One (Pre-School, Reception and Year 1)



This information is for parents with children in **Caterpillar Pre-School, Reception and Year 1** as these are the children able to return to school in the first phase of the government's plans for reopening schools. We do not yet have any information on wider opening for other year groups and so this information is purely about our plans for the younger children returning to school.

Further government information for parents regarding reopening schools can be found in the link below:

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

All our planning and the actions we are taking in preparing for the children to return has been done following the guidance provided by the government and local authority. I have written the below information to help prepare parents and in turn help you to prepare for your children for how school will be upon your return. We are not able to run school as we normally would given the need to put in place measures to keep everyone safe. After reading this document if you have any questions please don’t hesitate to get in touch with me.

Mrs See, May 2020

<p>Groupings and Staffing</p>	<p>During Phase one we will be splitting the children who are able to return into two groups, each of these groups will have designated staff with them:</p> <ul style="list-style-type: none"> ★ Pre-School with Miss McIntyre and Miss Gatrill all day and with Mrs Mullett at lunchtime. ★ Reception and Year 1 with Miss Taylor all day and Miss Bagwell each morning and at lunch. <p>The children and the staff that run these groups will not be able to mix with each other and we have taken this into consideration with where they will be on the school site.</p> <p>Mrs Collett, spreading her usual hours for 3 days, will work across the whole week providing for all our continued remote learning for any children still at home during this time. Mrs See and Mrs White will cover the admin side of the school. Mrs Collett (pre-school) and Mrs See (Reception/Year 1) will also be on hand to provide cover for any staff who may be absent during this time.</p>
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<p>Social Distancing in and around school</p>	<p>The following statement is taken from our Phase One Planning Risk Assessment:</p> <p><i>We will adopt new behaviour expectations to encourage and reinforce social distancing amongst children (and staff) as outlined in Annex A: Behaviour Principles, in the ‘Planning Guide for Primary Schools’ (Gov.UK, published 14 May 2020). However, as acknowledged on page 6 of ‘Coronavirus (COVID-19): implementing protective measures in education and childcare settings’ (Gov.UK, updated 12 May 2020) given the age and nature of the children returning to school in Phase One of reopening, it will not be possible for us to say that we can enforce this. We will likely need to physically support children if they are upset, injured, ill or require care, such as intimate care or support with eating. We also cannot say children will be socially distanced from each other within their groups even though we will encourage and stipulate this as a rule as part of our updated Behaviour Policy.</i></p> <p>We will be reinforcing expectations for social distancing, where possible, with positive reinforcement, following our new rules of: ‘Be Ready’ ‘Be Respectful ‘ ‘Be Safe’</p> <p>Despite government guidance, please be reassured that we will not be sanctioning any children who struggle to socially distance, but rather will reinforce the above rules in a positive way.</p> <p>Similarly to life outside of school at the moment, we will be expecting and encouraging parents to follow social distancing measures outside of school and these will be most prevalent during drop off and pick up times. Please see below.</p>
<p>Drop off/ Pick Up Arrangements</p>	<p>We will be retaining our usual start and end time of each day (Rec and Y1 8:45am - 3:15pm / Pre-School 9am -3pm) apart from Friday when we will finish early at 1pm for pre-school and 1:30pm for Reception and Year 1 children. This is to enable teaching staff to have their required Planning, Preparation and Assessment (PPA) time and to carry out a thorough deep clean of all learning spaces (on top of the daily ongoing cleaning) on a Friday afternoon. The school bus will be running earlier on this day to accommodate this.</p> <p>Breakfast and any After-School Clubs are not able to run during Phase One of reopening due to the guidance on not mixing groups of children. Our usual staffing rotas are also having to change as a result of the new ways of working and the requirements for staff to carry out additional cleaning.</p> <p>Only one parent should drop their child(ren) to school and should not (where possible) be</p>



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	<p>accompanied by any of the child's siblings. We will set up a queuing system outside the drop off points (see below) with a two metre gap between to maintain social distancing. One staff member for each group will meet the children at the drop off point and direct children around to wash their hands before they enter the classroom where they will be met by the other member of staff. We shall do this in reverse at collection time. Unfortunately at this time we will not be able to have parents or other visitors on the school site. If you need to speak to your child's teacher, Mrs White or Mrs See please see the details below.</p>
The Front Office	<p>The front office will not be accessible during Phase One of reopening. We would encourage parents to continue to contact staff in school via phone (01258 837306) or email at this time. If you feel a face to face meeting is required please phone or email Mrs See to arrange this.</p> <p>There will be a 'post box' at each drop off point so anything that needs to be handed in to the school office can be put in there. We will be working to minimise sending any paper correspondence home at this time.</p>
The Classroom & Resources in School	<p>As stated above, all children able to return in Phase One have been split into two groups and have been allocated space across the school site. Staff have been working hard to prepare these spaces ready to use.</p> <p>Reception and Year 1 children - will be working in the main school building, using the cloakroom toilets and playground. We are making the most of not having the other year groups back at this time and are spreading them out across both classrooms during this time. Each child in this room will have their own desk and stationery to use at this time. The drop off/pick up point for this group will be the main (small) school gate.</p> <p>Pre-School - will be in the Village Hall and this area has been set up ready for this. This will mean this group has access to their own toilet and kitchen space, plus outside area. All areas to be used by our youngest children will be made thoroughly safe for use. The drop off/pick up point for this group will be marked on the village hall car park. (Parents' cars will not be able to park in this area at this time.)</p> <p>Government guidelines state that any outdoor equipment/apparatus/play equipment/climbing frames should not be used unless it is able to be thoroughly cleaned regularly. We will not be using our trim trail in the playground at first until we can establish a cleaning rota for it as school staff will begin by prioritising the cleaning of other more critical shared spaces including toilets in the first instance.</p>
Travel to and	<p>Dorset Transport are working on making bus travel safer by limiting the number of children on</p>



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from School	<p>each bus, to enable them to do this they are currently gauging the numbers of parents wishing for their children to use the school bus. If you wish for your child to travel on the bus to school at this time, please email the office and we can pass this on to Dorset Transport, thank you. We will be in touch to let you know the outcome as soon as we hear anything.</p> <p>Bus Books - all communication about pick up will need to be communicated to the office via email or phone rather than bus books please.</p> <p>Parents will need to pick up their own child and not rely on other parents collecting their child.</p>
Uniform and What to bring to school:	<p>Uniform- it is advised that children have fresh clothes to wear each day in school, which they change out of as soon as they get home. Therefore, during phase one of reopening to support parents with the washing of their children's clothes, we will not be expecting children to wear school uniform to school. If they would like to wear uniform or part uniform to help with their returning to school they can but they will need clean uniform each day. This will be the same for staff who will be in more casual dress at this time. Please ensure children are dressed in suitable clothing such as flat, comfortable shoes, appropriate clothes for practical outdoor activities bearing in mind it is very hot at the moment. Coats will be hung on the back of children's chairs if they are needed to be brought in.</p> <p>Sun cream and sun hats - as we would normally advise at this time of the school year, all children should bring with them a sun hat (which will be stored in their own storage box) and need to have suncream applied before school. We are not able to apply any suncream for children so parents need to make sure they have done this before children come to school. We will be trying to spend as much time as we can outdoors but will always take the heat and sunny conditions into consideration in doing this.</p> <p>Reading Books - we need to minimise the things taken between school and home and so to begin with we will not be sending any reading books home. We will keep this under close review as we move through the first couple of weeks. If you have books at home please continue to encourage your children to read those. Please contact Miss Taylor if you are short of reading resources at home.</p> <p>Lunches and Water Bottles Local Food Links is able to provide hot school meals for children in receipt of universal Free School Meals (Reception and Y1) or children in receipt of Free School Meals. At this stage they are not able to provide lunches for younger children in preschool. A reduced menu will also run at this time and all orders will go through the school office rather than the usual electronic ordering system. The menu is attached to Mrs See's email also.</p>



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	<p>Meals need to be ordered a week in advance. If you would like to order meals for your child please contact Mrs White office@cheselbourne.dorset.sch.uk by the Wednesday of the week before. A selection of meals have been ordered for the first week in case orders are not placed in time.</p> <p>Packed Lunches- all preschool children will need a packed lunch provided please. If you are sending in a packed lunch (including if parents are sending one in for Reception or Year 1 children) please make sure all containers, including lunch boxes themselves, are thoroughly washed (ideally in a dishwasher) each day to reduce the transmission of any germs.</p> <p>Water bottles- all children should bring with them a water bottle each day which only they will handle. As with the lunchboxes, these need to be thoroughly washed at the end of each day. As soon as children arrive in school they will put their water bottle in a designated place where only they will access it.</p>
Learning and our Curriculum	<p>Given the new measures that we are being required to put in place, we are having to adapt our curriculum to support this. Learning may look a little different to normal with no paired or group work and a reduction of activities that require shared resources. However, we are so fortunate at Cheselbourne to have such a fantastic and extremely resourceful and creative teaching team, who are working hard on developing fun and exciting alternatives for our curriculum. We still aim for the education we provide to be engaging, purposeful and fun! We are also planning for as much outdoor learning using the garden and field as we can.</p> <p>Our first focus will be establishing our new rules and routines with a big emphasis on personal hygiene and how we can continue to keep ourselves safe in school. We are also aware that children having spent a lot of time at home with families over the past couple of months will need support in being back in school. Therefore we will be ensuring that we offer as much support as we can for children to maintain a positive mental wellbeing with a big focus on resettling and reassuring them.</p> <p>We would encourage parents to begin this at home over the next week (or longer if we start later than 1st June). Mrs See has attached some documents with this guide for you to share with your children to help prepare them for their return to school.</p> <p>We would also encourage- lots of practise of handwashing, elbow coughing and self-hugging in preparation too.</p> <p>If we find that children are too upset to come into school or cannot be settled once in school, we will contact parents as it may be better for children to be at home where they can be physically comforted.</p> <p>Please can all parents with children returning to school ensure we have an up-to-date contact</p>



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	number for them.
Guidance for if my child or anyone in my household has Coronavirus symptoms:	<p>We also have very clear guidance on what to do if anyone at home or in school displays coronavirus symptoms. If you suspect your child or other member of your household may be ill with a temperature, new cough, lack of taste or smell or other unusual symptoms. DO NOT SEND YOUR CHILD(REN) TO SCHOOL. Please telephone the school to let us know. The child will need to isolate for 7 days following the onset of symptoms and their household will need to isolate for 14 days. We would encourage you seek getting a test done. All children over 5, and members of their household showing symptoms, will be eligible for testing and will need to ring 111 to arrange this.</p> <p>If any child (or adult) displays any of the above symptoms at school they will need to go home as soon as possible. They will be moved to an area away from their group and other people (accompanied by a staff member in PPE) while awaiting collection. Similarly, if they are ill at home, the child will to isolate for 7 days from being sent home and the whole household will need to isolate for 14 days/should contact 111 to arrange for a test.</p> <p>If any child or adult test positive for coronavirus all members of the group that person is in will be sent home immediately to isolate for 14 days. If any member of that group then displays symptoms, they too should then seek to be tested.</p> <p>If test results are negative then children can return to school as soon as they are well enough.</p>