

Chase View
"Welcome Back"
Plan
September 2020

Current guidance

The Government guidance released on 2nd July 2020 provided us with a context for their decision to request all schools to open to all children from September and issued guidance for schools to adhere to and manage when opening. The guidance issued can be found in full [here](#).

At Chase View Primary we have been working hard on our plans for a full reopening ensuring that we:

- fulfil the expectations required of us
- ensure that the safety of everyone is paramount in all our decisions and actions
- continue to provide a high quality, well balanced curriculum to best support our pupils in their education.

Keeping children and staff safe

All schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Essential measures include:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school, wherever possible, and minimise potential for contamination so far as is reasonably practicable

All schools have been provided with a set of actions to 'prevent' and 'respond to infection' which are 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 and 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

Class and phase 'Bubbles'

We will group each year group into 'Bubbles':

Pre-School, Nursery and Reception - Bubble 1

Year 1, 2 and 3 - Bubble 2

Year 4, 5 and 6 - Bubble 3

These 'Bubbles' will remain consistent and separate from other 'Bubbles'.

For the majority of their time in school the children will be in their own class Bubble with their own teacher and support staff and at playtimes and lunchtimes their Bubble will expand to accommodate the larger Bubble where necessary.

This will 'make it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible'.

Attendance

All children will be welcomed back to Chase View Primary School from Wednesday 2nd September and attendance is now deemed mandatory.



The government says:

- *parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;*
- *schools' responsibilities to record attendance and follow up absence;*
- *the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct.*

Shielding children

Shielding advice for all adults and children will pause on 1 August. Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, please contact a member of the SLT team and we will work with you to support your child the best possible way we can.

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 our absence line on 01889 228750 or email office@chaseview.staffs.sch.uk
Government advice must be followed, it can be [found here](#).

Travel to and from school

In accordance with our current risk assessment we encourage parents, staff and pupils to walk, or drive to school if at all possible. Children and families should ensure they are following social distancing guidelines whilst travelling to and from school.

Face coverings are required at all times on public transport (including for children, over the age of 11)

Morning Drop Offs

First day back - Wednesday 2nd September

Staggered starts and finishes have been drawn up alphabetically:

Group A - surnames from A-H 8:20 start & 2:45 finish

Group B - surnames I - Z 8:35 start & 3pm finish

If siblings have different surnames, then it'll be the oldest child times to go for. It is important that parents adhere to the times as closely as possible trying not to be late or too early. Waiting for children on the school site will not be encouraged. Gates will be opened at the specific times given.

It is important that we do not have parents congregating at the school gates and that we limit the number of interactions across bubbles.

We would encourage only 1 parent/adult to drop off and collect to help minimise the number of adults on site.

Parents will not be allowed on the school site and in the mornings after the first 2 days we are encouraging a kiss and drop approach at the gate. There will be lots of familiar staff to welcome the children and guide them to their classrooms.



End of the day - Collection

To ensure we are minimising contact and ensuring social distancing at the end of the day a maximum of 1 parent will be allowed on site.

The children will be brought out to their parent/adult at their allocated time. Parents are requested to wait at an appropriate socially distance spot at the child's class exit and the class will be brought out to them.

Once your child's class has been brought out and you have collected your child, please leave the school site as quickly as possible to allow the next group of parents to collect their children.

Please can parents ensure they are on time to ensure a swift collection. This system has been working very effectively during reopening for the priority year groups, however in September there will be a greater number of pupils being collected and shorter period of time between each collection. This is to support families with siblings.

****Please note we will review the collection arrangements regularly in September to ensure they are working effectively and we are happy with the safety precautions in place. Please be aware we will make amendments to timings if we feel it is necessary.**

PARKING:

There will be NO parking on site due to the limited nature of the parking facilities.

On arrival at school, children in Pre- School, Nursery and Reception will have to be introduced into entering the building on their own, saying goodbye to their parent at the external gate to the Pre-School, Nursery and Reception where they will be greeted by their teachers. Where possible, please limit the number

of adults accompanying a child to school or collecting them at home time to one per child.



Arrangements in school

Children in Pre-School, Nursery, Reception and Year One (in the Autumn term) will be following a free flow, play based curriculum. Whole class teaching sessions will be no longer than 15 minutes and all classrooms will be well ventilated. It will not be possible, nor is it required, to enforce social distancing measures with children in EYFS. This means that children will come into contact with all the children in their class and they are likely to come into contact with all the children in the year group during outside free flow and lunchtimes. Children will wash their hands often and surfaces and equipment regularly sanitised.

Learning resources

For individual and very frequently used equipment, such as pencils and pens, staff and pupils will have their own 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. In KS1 and KS2 resources that are shared between classes or Bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously and always between Bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours between use by different Bubbles.

Assemblies

There will be no traditional whole school or key stage assemblies during the first part of the autumn term. These will be replaced by a Class assembly led by the Headteacher (Mr Minott) or class teacher.

We are keeping an open mind about Harvest, Diwali and Christmas productions but all should be aware that, even at this early stage, full-scale productions look unlikely in the autumn term.

Reading Books

Reading books can still be brought home, however on their return to school they will be placed in a box and left for 48 hours before returning to the shelves. If your child has a reading book at home, please return on the first day back in September.

Enhanced cleaning regimes



Since lockdown and opening for keyworker children our school has had enhanced cleaning systems in place and has also been regularly deep cleaned. We have adjusted our cleaning rotas with our site team to ensure that much more cleaning goes on during the school day - with particular attention paid to those surfaces that are frequently touched like door handles. School staff not normally involved in these duties like teachers and support staff have also been helpful in keeping their own classrooms clean and extra materials have been provided for this purpose. We anticipate these arrangements will stay in place until further notice.

Coats and bags

As children have their own cloakroom facilities in their individual classrooms coats and bags can be left in their normal places. Please keep items brought into school to a minimum as much as possible, which means NO pencil cases.

The importance of fresh air

Windows and doors will be left open as much as possible to aid ventilation. Teachers will plan many outdoor learning activities and therefore it is essential that the children come suitably dressed for all weather possibilities.

Activity clubs

There will be no outside providers for activity clubs in the autumn term.



School office

School offices will remain closed to personal visitors. Parents should do all they can to ensure that children have all that they need for the day (e.g. packed lunches) at the start of the day and if there is an instance where their child needs to be collected at a different time, they should telephone the school to make arrangements. Office staff will then arrange to meet parents with their child in the open air.

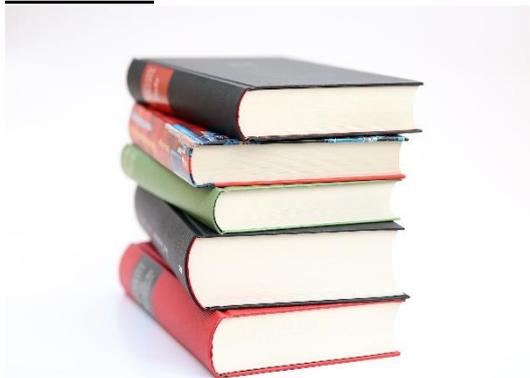
All other communication should be done by telephone, e-mail of Class Dojo as far as possible.

Communication

Communication with parents is really important to us. Due to the current restrictions we would request that meetings with members of staff are by prior arrangement only so that social distancing and safety precautions can be put in place. If you would like a phone conversation or a face to face meeting please email office@chaseview.staffs.sch.uk or telephone the office 01889 228750 or use Class Dojo to support making these arrangements.

Please keep face to face conversations to a minimum at the school gates

Behaviour



Additions (addendum), to our behaviour policy were formulated in June 2020 when the first groups of children returned to school and remains in place. In the addendum we have had to change some of our expectations around pupils' behaviour and make these clear to all. In these times of heightened risk to our health, it is important that children and staff are aware that unhygienic behaviour is taken very seriously.

Our Chase View values and ethos remain unchanged, and children are expected to aim to uphold them.

- Stay at least 1+ metres apart from each other wherever possible (with a common-sense approach taken to EYFS and younger pupils);
- Use their own specific equipment (including resources) and not share any of these;
- Not share any food, drinks, cups or water bottles;
- Work, eat and play in our designated group, and minimise contact with children from other groups (including in the playground, anywhere on the school site and on our way to and from school)
- Move around school as instructed by our teacher/adult and avoiding other people
- Never cough, sneeze or spit towards another person; catch all coughs and sneezes in a tissue and throw it away (catch it, bin it, kill it), then wash our hands

- Wash hands frequently (including whenever we are asked to), with soap and water for 20 seconds or with hand sanitiser if soap and water are not available;



It is essential that the children listen to and follow instructions at all times and adhere to the guidelines set by the government and the school. This is required inside school and outside during breaks and lunches. Any child who is unable to do this is risking the safety of themselves, other children and staff and we will ask parents to collect them immediately.

A risk assessment will then be completed to determine whether it is safe to have the child back in school. If we deem a child to be unsafe to have in school, we will work with parents to arrange provision the child can access safely.

School lunches.

Packed lunches are the preferred option for dinnertimes .

However, Free School Meal children can order a hot meal or a sandwich to be provided.

Year 3 parents should be aware that universal free school dinners do not apply in KS2 and that payment for meals booked will be required.

If parents are unsure about whether they are entitled to free school meals and need to pay or not they should contact the school office. We are aware that many families' situations have changed due to the COVID-19 pandemic and therefore if you could now be entitled to free school meals and the pupil premium funding please contact the school office and we will support you with this.

We have arrangements in place to ensure that during lunch time separation between 'Bubbles' is maintained. Children will always have the chance to wash their hands within the classroom before eating.

Packed lunches

Please ensure your child has all the cutlery they need and their meal is easy for them to manage on their own.

Availability of water on site



All pupils should have their own water bottle that is untouched by other children or staff. No water fountains are currently available at school. Disposable plastic cups may also be available that should be thrown away after use.

School uniform

It is an expectation that all children will wear the approved school uniform. We expect our children to take great pride in their school and this is reflected in the way they dress for school.

As we are an active school, we encourage the children to come in their PE uniform on their day



for PE so they can join in all the physical activities in practical and comfortable clothing.

Uniform Supplier

Uniform Plus is our major supplier of school clothing. They are located in Rugeley Town centre:

Address: 2 Anson St, Rugeley WS15 2BB

Phone: 01889 575515



"Welcome Back" Curriculum

Whilst we are confident that many children will quickly 'bounce back' after the lockdown we are aware that there will be some children returning who have experienced bereavements amongst friends or family or who have experienced anxiety or stress during this time.

In September we have planned to begin our updated PSHE curriculum and we have now reconfigured this for autumn 2020 so that work in all year groups centres on health and wellbeing.

Collective positive mindset - contextualising the lockdown

Our staff do not feel that it is helpful to focus on what has been 'lost' during the shutdown. A young person's school career is typically 468 weeks long and most children have been out of school for 14 weeks, which represents below 3% of their total school career. Moreover, during that time many of our children have been working hard and producing good work and have benefited from time spent with their families, exploring and experiencing different opportunities to grow, learn and achieve in different contexts.

Our staff will remain calm and measured in September knowing that whatever the situation we have the staff with the best knowledge and experience of how to teach, support and help our children in 'closing the gap' where required.

We will not make our children worry unnecessarily or make them think that things are worse than they are and where issues present themselves our language will reflect our established 'growth mindset' philosophy - '*you can't do it yet*'.

Assessment

Our teachers will make adaptations establishing 'what has to be learned' rather than sticking rigidly to our usual long term plans. Class teachers will use their own expertise to establish starting points for each class in the autumn term and will likely have to take 'a step back' in order to help children then move forward with confidence but each child and class will be different. In schools this way of assessing what should be taught next is known as 'formative assessment', that is the judgements teachers make on a day to day basis during class work which allow them to assess attainment and progress. To strengthen routines, relationships and resilience it is important that, in a measured supportive way, teachers and children get back to established ways of working rather than spending too long on a formal testing regime, especially when children's confidence will be low.

Broad and balanced curriculum.

Although there are some restrictions in place (eg singing in large groups) we fully intend to continue with our normal ambitious and broad curriculum in all subjects from the start of the autumn term. We will make use of existing flexibilities to begin at appropriate starting points for all our children and this may mean that not all subjects are taught every term.

Pupils with additional needs.

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

Children or staff suspected of having COVID-19

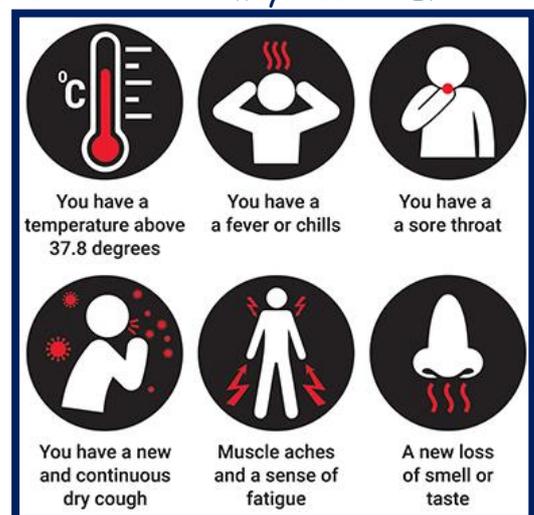
In line with DfE guidance in the case of a suspected infection the school will:

- engage with the NHS Test and Trace process.

We ask that parents and 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 conformed to have coronavirus;
- contain any outbreak by following local health protection team advice. For the avoidance of doubt the new advice says that 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;
 - travelling in a small vehicle, like a car, with an infected person.
- When a case is suspected in school the child will be immediately isolated from other pupils and staff. Staff supervising these children should 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 these staff and 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 (Staffordshire or Rugeley) lockdown similar to that in place in Leicester from Saturday 4th July, the school would revert to an enhanced version of the arrangements which were in place during the nationwide lockdown.

We will be offering After School Club from Wednesday 2nd September.

Wherever possible we will try to keep children within their own Bubbles with the same set of staff.

Booking is available on the day via the office as normal.

Session prices have not changed.