

BALFOUR JUNIOR ACADEMY

(Part of the FPTA Academies)

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Friday 17th July 2020

Dear Parents and Carers,

As you're likely aware, the government has announced that schools should fully reopen from the start of the upcoming autumn term. This has been decided on the basis of:

- The prevalence of coronavirus decreasing
- The new NHS test and trace system being in place
- More clarity about the measures that need to be in place to create safe environments in schools
- Time out of school being detrimental to children's development
- The low risk to children of becoming severely ill from coronavirus

This means we are planning to open to all of our pupils in September.

We are looking forward to welcoming everyone back on Thursday 3rd September, as well as meeting our new children and their families, and we're working hard to make the school a safe, enjoyable environment.

We wanted to get in touch to explain what you can expect from us and what we will expect from all of our parents and carers.

Attendance

Attendance will be mandatory in September, as the government expects all pupils to attend school. The usual rules will apply, meaning we'll be recording attendance and following up on any absences.

If your children have been staying at home due to the current shielding guidance, the government is due to pause this guidance on 1 August if there's a continued decline in coronavirus transmission rates. That means they should be able to come back to school in September.

However, if you've received clinical or public health advice that your children should still remain at home, please let us know and continue to follow that guidance. We'll be offering remote education to these pupils.

We understand that some parents may feel hesitant or anxious about their child/ren returning to school. If you have any specific concerns, please feel free to discuss them with us.

Safety measures

The DfE guidance for the full reopening of schools sets out the following essential measures, which will be adhered to at all times:



- 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 practical.

Pupils must only attend school if they or a member of their household do not have COVID related symptoms.

When your children come into school, we'll have the following protective measures in place:

- Staggered start and finish times to avoid congestion at the beginning and end of the day

In the morning:

- Year 6 should arrive between 8:30am and 8:40 am
- Year 4 should arrive between 8:40am and 8:50am
- Year 5 should arrive between 8:50am and 9:00am.
- Year 3 should arrive between 9:00am and 9:10am

In the afternoon:

- Year 6 will be dismissed at 3:00pm
- Year 4 will be dismissed as 3:10pm
- Year 5 will be dismissed at 3:20pm
- Year 3 will be dismissed at 3:30pm

Each child will need a recognised adult before they are let off the school grounds, unless they have permission to travel home on their own.

Please continue to use the existing one-way system and exit to the right of the school office once your child has entered the school.

It is essential that you keep to these times please, as they are designed to reduce crowding on entry and exit and ensure parents and carers can maintain a safe distance from each other.

- Avoiding non-essential movement around school.
- Ensuring children and adults clean their hands thoroughly and more often than usual.
- Ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach and using lidded bins in all classrooms.
- Introducing enhanced cleaning, including cleaning frequently touched surfaces more often.
- Minimising contact between individuals and maintaining social distancing wherever possible.
- Doors will be propped open (except fire doors) and windows open to allow ventilation.
- Children will be allocated toilets for their year group only to use and will be asked to remain within their year group area as far as possible.
- Lunch and break times will be staggered to limit the number of pupils on the playground and field at one time.



- Children will eat lunch in their classrooms and any school lunches ordered by parents will be delivered to them. The kitchen will provide a “Hot Lunch Pot” - we will share menus with you when they are finalised.
- There will be no assemblies taking place in the hall. Class assemblies and mindfulness activities will take place within the classrooms.
- Organising classrooms to space desks out; all pupils will face the front of the room.
- Pupils in Year 3,4 and 5 will remain in their class for the duration of the day, only Year 6 pupils will work in English and maths sets for at least the first term.
- Teachers’ release time will be covered by school staff and limited as far as possible to minimise staff contact with different classes.
- Peripatetic teaching (French and music) will be delivered to a smaller number of classes for the first term.
- Staff will wear PPE when they are attending to a child for medical reasons and first aid.
- School trips will not be booked for the first term, to ensure we have time to safely plan how to conduct visits off the school site.

How we will respond if a pupil or staff member develops symptoms at school:

- If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell, they will be sent home and advised to follow ‘stay at home: guidance for households with possible or confirmed coronavirus infection’, which sets out that they must self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus.
- Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.
- If a child is awaiting collection, they will be moved into the small room outside the main office where they will be isolated with adult supervision.
- If a pupil needs to go to the bathroom while waiting to be collected, they will use a separate toilet. The bathroom will be cleaned and disinfected before being used by anyone else.
- PPE will be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained.
- Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them will not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test & Trace.
- Everyone will wash their hands thoroughly for 20 seconds with soap and running water or use hand sanitiser after any contact with someone who is unwell. The area around the person with symptoms will be cleaned.

The school’s full risk assessment will be available on the school website by the start of the autumn term.

Curriculum

Although there will need to be some changes to reflect the teaching time that was lost during the lockdown, we’ll still be doing our best to provide an ambitious, broad curriculum.



- We will assess pupils coming back to school to identify their starting points and gaps in their knowledge created over lockdown. This will enable us to plan on the basis of the educational needs of pupils.
- We will continue to teach an ambitious and broad curriculum in all subjects from the start of the autumn term but work more flexibly to create time to cover the most important missed content.
- Catch-up teaching will be provided as needed, prioritising English and maths.
- We aim to return to the normal curriculum by the summer term of 2021.
- In case of local lockdowns or due to individuals or groups of pupils needing to self-isolate, remote learning provision will continue – more details of the plan will be shared in the autumn term.

Pastoral support

We're aware that the lockdown has been a difficult time for many of us, including our pupils. Please let us know if you think your children might need extra support when returning to school, such as if they feel anxious about coming back or they're experiencing bereavement. You can let us know by completing the questionnaire via the link sent out with this document.

Our current plans to support your children's wellbeing during this time are:

- We will support general pupil wellbeing through the curriculum, for example in PSHE lessons, circle time and assemblies. We will also incorporate pupil wellbeing strategies into daily school life, for example games and activities to boost pupils' self-esteem.
- We will specifically help pupils who are vulnerable or who have difficulty re-engaging in school.
- We will ensure we continue to provide academic and/or emotional support for pupils with SEND.

The school's usual behaviour policy will still apply and it will be essential that all pupils are expected to follow it in order to maintain safety standards and provide a secure and consistent working environment for all pupils and staff.

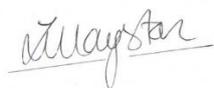
We have included a document alongside this one, called Preparing To Return, which has some helpful advice about things you can do over the summer to help your child feel ready to come back to school.

If you have any questions or concerns about the points we've set out above, and they are not answered in the FAQ section below, please get in touch with us via email or by phoning the school office.

We're extremely grateful for all the support we've received so far from the school community. We'll continue to keep in touch if there are any updates to our plans or if we need to make changes due to new or updated government advice.

We hope you have an enjoyable summer break and we can't wait to see you in September!

Warm regards,



Mrs Z Mayston

Headteacher



Frequently asked questions

What will be different about my child's experience at school in September?

Most of your child's experience of school will remain the same, particularly in terms of school rules and routines. Infection control will be managed by increased hygiene measures and social distancing from other classes and year groups wherever possible.

The children will receive a full curriculum, although some activities are not currently possible such as contact sports in PE lessons and singing in large groups

The children will be supported to wash their hands more frequently and thoroughly and staff will supervise this.

The playground will be divided up in to sections to ensure pupils are sharing the outdoor space with pupils from their class or year group. Resources will only be used by the children in the same class or year group. Resources will be cleaned or isolated for 72 hours after use.

How can I get a message to my child's teacher or the school office?

To maintain social distancing and avoid transmission, communication with school staff will be in one of the following ways:

- Your child's planner is for non-urgent messages.
- Call the school office with urgent messages.
- Please do not approach the staff on the playground with messages. Staff are trying to keep contact between themselves and you to a minimum to maintain the safety of the class and year group bubbles.
- Only visit the school office to drop forgotten items or if your query cannot be answered by phone or email.
- Be aware only one person is allowed in the office area. No waiting is allowed.

Communication from the school will be via telephone, email, notification via Schoolcomms or via the school website

Can I bring siblings on to the school site?

Siblings are always welcome, however, to help keep the class groups as safe as possible we ask that adults ensure that all children walk safely by the side of their adult. Please do not allow the children to run ahead and play on the school playground before/after school with other children

Can my childminder drop off at the school?

Childminders are welcome on the school site. Please ensure that children stay close to them and do not play with others.

Will my child need to wear their school uniform?

Yes please, we ask that all pupils wear their full school uniform and ensure they have a PE kit in school for PE lessons. Detail of the school's uniform can be found on the school website.



Should my child wear a face covering, mask or other PPE?

Wearing a face covering or face mask in schools or other education settings is not recommended.

What do I do if I have children in different year groups with different start and finish times?

In the morning, please drop off both pupils at the later time and they will go straight into class.

In the afternoon, please wait in the designated area of the playground if one child finishes later. Please be patient and respectful and wait at a distance from others.

How will I be informed if my child becomes unwell or if there is a confirmed case in my child's class or group?

If your child becomes unwell during the school day, you will be notified by telephone and asked to collect them immediately.

If we are informed of a confirmed case within school, you will be notified via Schoolcomms if your child is affected in order to send the message to everyone as quickly as possible.

What will children need to bring to school?

Pupils should only bring items to school that are necessary, this includes a packed lunch (If they are not having a school meal) PE kit, named school water bottle and other essential personal items such as glasses.

Pupils should not bring their own reading books, stationery items, toys or pencil cases please.

Will children be able to bring reading books home?

Yes, it is essential for pupils to be able to continue their home-reading. All books returned from homes will be isolated for 72 hours before going back on the bookshelf to reduce the risk of transmission.

