

'A Caring Christian Family Where We Grow Together'

Bunbury Aldersey CE Primary School

School Lane, Bunbury, CW6 9NR
01829 260524 or 261332

Executive Headteacher: Mrs Nicola Badger

Principal: Mrs Nicola Badger

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23rd February 2021

Dear Parent/Carer,

I would like to start by saying how pleased we are to be finally welcoming **all** our children back to Bunbury school on **Monday 8th March** following this latest closure. We hope you have all kept safe and well during these past few months since you have been away from school. Although some things will undoubtedly feel a little different in school, we are determined that the 'love for learning' will continue and that the challenge, fun and excitement of our lessons will make the return an enjoyable and positive experience.

The following plan for the safe reopening of our whole school will hopefully answer many of the questions and concerns you may have. Obviously, situations can change rapidly in this current climate and I will continue to keep you all updated with any guidance amendments, as quickly as possible. As new information becomes available the plan may well be adapted to meet any new guidelines.

The measures we have set out provide a framework for the school to put in place proportionate protective measures for children and staff, whilst also ensuring that all pupils receive a high-quality education that enables them to thrive and progress. In welcoming all children back this spring, we are continuing to work on minimising the number of contacts that a pupil has during the school day as part of implementing the system of controls outlined below to reduce the risk of transmission.

When will my child return to school?

The government have stated that all children will return to school in the second half of the spring term from **Monday 8th March**. All children will return to school on this day and attendance at school will once again be mandatory.

The school will resume **5 days** a week for all children.

What is a 'bubble'?

You may have heard the term 'bubble' used over the past year. This refers to the groups that children are required to be in throughout the day. 'Bubbles' from March will continue to be class bubbles and there will be just one bubble for each year group, therefore all children will be back together in their classes. 'Bubbles' will continue to take break and lunchtimes at different times during the day and will not mix with other bubbles. Classes will be taught by:

Reception: Mrs Armitage, Mrs Hunt, Miss Pegg

Year 1: Miss Cork and Miss Porter

Year 2: Ms Charlesworth and Mrs Harding

Year 3: Mrs Smith and Mrs Walker

Year 4: Mrs McShane and Miss Snelson

Year 5: Mrs Gabriel and Miss Snelson

Year 6: Miss Hickson and Mrs Gray

PE: Mr Friel and Mrs Walker

Tuesday – Year 1, Year 2, Year 3 and Year 5.

Wednesday – Year 5, Year 1, Reception, Year 6

Thursday – Year 2, Year 4, Year 3, Year 6, Reception



We will restart our broad, balanced and ambitious curriculum for all but with a strong RSHE focus. Mental health and well-being will be our top priority and we will be working with all children on this upon their return. Attached are some well-being resources we would like you to work through with your children over the next 2 weeks. Assessment of pupils will take place to inform our future plans for the rest of the school year. Sports and music provision (Year 4 Love Music Trust) will be brought back with additional safety and hygiene guidelines strictly adhered to.

In order to provide a broad and balanced curriculum, whilst also supporting pupils where needed, staff movement between bubbles will be kept to a minimum but is permitted in the latest guidance.

Uniform:

All children can return to school in their full school uniform from March. If children wish to come back in summer uniform this is permissible and winter uniform may also be worn. PE hoodies may continue to be worn **over** the top of pupils' current school uniform until **Easter**. Current guidance continues to state that uniform **does not** need to be cleaned daily and so ties and blazers can be worn. Children are able to leave their blazers in school if preferred. On the days that your child has PE we are asking that they come to school in the morning in their full PE kit. They do not have to bring their school uniform with them as they will remain in their PE kits all day. Black jogging bottoms may be more advisable until the weather changes further into the term as PE lessons will continue to take place outdoors. PE hoodies/ plain black hoodies may continue to be worn on PE days as part of the PE uniform although I ask that no branded sweatshirts are worn by pupils.

Bunbury Badgers

Bunbury Badgers will resume from the March 8th. We will be open for before and after school care from 7.45am and after school till 6pm. As we will need to maintain social distancing between the year groups attending the provision will continue to take place in the school hall to provide the space to do this. The provision will be available to all year groups and parents needing extended care.

What arrangements are in place for the start and end of the school day?

Staggered start and finish times will continue in the spring and summer term, the amount of hours each child spends in school cannot be shortened from the required hours therefore our staggered times will need to take into account the expected number of hours of schooling for a KS1 and KS2 pupil. Parents will be given a drop off and collection time for each year group. Parents **must** adhere to this time. We ask that children are **not** brought to the site any earlier than the specified times to reduce congestion and queueing. We ask that only **one** parent drops off and picks up to avoid more numbers of adults coming to school.

When dropping off or collecting parents must follow the one-way system around the playground and observe current **social distancing guidelines**. The one-way system will be clearly signposted for parents.

Children must remain near parents at all times and we ask that playgrounds continue to be cleared as promptly as possible. Please do not let children run around the areas whilst waiting for siblings.

There will be specified drop off times at 2 different entrances, both entrances will be manned by a member of staff to ensure children are moved into the building quickly. Siblings will be catered for so that parents are not having to drop off twice in the morning.

Times and locations

All pick up and drop off times and locations will be listed outside school and members of the school staff will be outside to support where necessary.

Dropping off

Reception, Year 1 and Year 2

School drive one-way system drop off:

8.40 Year 1, Early Bird siblings and any school siblings via the main drive

8.50 Year 2, Early Bird siblings and any school siblings via the main drive

9.00 Reception, Early bird siblings and any school siblings via the main drive

School staff will be on the playground to support children moving to classes.

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The gate will close promptly at 9.10am



Year 3, Year 4, Year 5 and Year 6

Please only drop children off at their allocated times.

Front of school drop off:

8.45 Year 3 to arrive at Zone A class staff will be outside to supervise

8.45 Year 4 to arrive at Zone B class staff will be outside to supervise

9.00 Year 5 to arrive at Zone A class staff will be outside to supervise

9.00 Year 6 to arrive at Zone B class staff will be outside to supervise



Collection

Reception, Year 1 and Year 2

School drive one-way system collection:

3.10 Reception children will be handed over to parents on the playground. Children will be brought to Zone A and parents to wait in Zone B area at the back of school

3.20 Year 1 children will be handed over to parents on the playground. Children will be brought to Zone A and parents to wait in Zone B area at the back of school

3.30 Year 2 children will be handed over to parents on the playground. Children will be brought to Zone A and parents to wait in Zone B area at the back of school



Any parent collecting siblings in KS1 may wait on the playground in Zone B for the required KS1 class to be brought out. Parents will be asked to follow the latest social distancing guidelines. All KS2 children will leave through the front entrance and any KS2 siblings will exit via the front entrance. We are aware that parents may need to collect from the back and front of school and so therefore no child will be left unattended.



Year 3,4,5 and 6.

Front of school pick up:

3.15 Year 3 collection from Zone A

3.15 Year 4 collection from Zone B

3.30 Year 5 collection from Zone A

3.30 Year 6 collection from Zone B (Year 6 children will be allowed to walk home from school as normal and all permissions need to be emailed to admin before we will allow a child to do this)



What will a typical day look like?

Lessons and activities will follow a broad, balanced and ambitious curriculum with a strong focus on mental health and well-being. We will make use of existing flexibilities to create time to cover the most important missed content: for example, through an emphasis on reading, writing and maths.

Timetable:

- 8.40 - 9.00** - **Parents handover and initial hygiene routine and registration**
- 9.00 - 10.15** - **Lesson 1**
- 10.00-10.45** - **staggered play times**
- Hygiene routines implemented after each playtime**
- 10.30-12.00** - **Lesson 2**
- 11.45-1.15** - **staggered lunch**
- 1.00.1.15** - **hygiene routine and registration**
- 1.15- 3.00** - **Lesson 3**
- 3.00** - **hygiene and collect belongings**
- 3.10-3.30** - **Release of pupils.**

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What about Lunchtimes?

Lunch is to be eaten at the children's desks in the classroom area. Lunch can be pre-ordered from the school and you will receive further information on this but at present we will not be able to serve the full hot lunch option. A modified hot lunch menu has been devised and a sample can be seen below. At present, we will not be able to offer a hot snack option at break and we ask you to send something with your child if they want a break time snack.

Monday	Tuesday	Wednesday	Thursday	Friday
Fish Finger Bap Or Vegetarian Sausage Roll	Southern Style Chicken Fillet in a Bun Or Cheese Toastie	Roast Gammon or Turkey in a Bap Or Cheese Bap	Butchers Sausage in a Roll Or Egg Mayo Bap	Cheese & Tomato Pizza Or Beef Burger in a Bun
~~~~~ Served with Vegetable Sticks & Flapjack with Fresh Fruit	~~~~~ Served with Vegetable Sticks & Shortbread with Fresh Fruit	~~~~~ Served with Bag of Roasted Potatoes & Vegetable Sticks & Choc Crunch Finger with Fresh Fruit	~~~~~ Served with Vegetable Sticks & Lemon Bite with Fresh Fruit	~~~~~ Served with Bag of chips & Vegetable Sticks & Fruity Oat Biscuit with Fresh Fruit

Children are not to access the building during lunch time and movement of the children will be strictly supervised so that they remain in their bubbles throughout the lunchtime period.

## What changes have been made inside of school?

### Classroom spaces

- All desks are forward facing where children can sit side by side
- There will be minimal movement around the corridors with all classrooms using exterior doors for access
- All children will have their own pencil case with all the equipment needed in (these will be provided)
- Channels for the teacher have been created behind the desks for teachers to move
- All furniture not being used has been stored, including soft furnishings which cannot be cleaned.
- Doors to be propped open to allow for ventilation and limit the use of door handles (where safe to do so bearing in mind fire safety and safeguarding)
- Windows will be opened across the school as soon as the school is open
- Cloak rooms to be left empty and children to keep their coats on the back of chairs.
- Children discouraged from bringing anything from home that is unnecessary. Only a water bottle, snack, and coat will be required with a lunch box if they are not having a school meal. Clear waterproof wallets will be provided for reading books to travel to and from school (these can be wiped down with antibacterial spray if needed). School bags **are not** required at present due to lack of space for storing within classrooms.
- Classroom spaces will be accessed from a singular entrance and directly from outside
- Children will not be allowed to use the corridors unaccompanied
- Children to come dressed in PE kit on their allocated PE days. NO uniform needs to be brought into school on these days as children will remain in their kit



- Children in Year 6 may wear a mask/face covering in school if they choose. We do not feel it is appropriate for children in younger years to wear them

### **Other Spaces**

- Corridors are marked with arrows for pupils to follow.
- One-way circulation implemented for corridors.

### **Outdoor Space**

- Different areas for each class will remain.
- Where lessons and weather permit, learning is to take place outside, teachers should use outdoor education wherever possible.
- Children are not to enter the building alone during break time.

### **Toilets**

Toilets will not be allowed to become overcrowded and staff will supervise entry/exit.

Toilet breaks will be timetabled throughout the day for all children, although emergencies will be catered for with children being accompanied by a member of staff

Children are to wait in the corridor until it is their turn.

Toilets will be cleaned more regularly during the day

### **What hygiene measures has the school put in place?**

**Please note, the systems we have in place are aimed at reducing the risk. They will not eliminate the risk.**

Enhanced hygiene practices will continue throughout the school.

There will be regular cleaning throughout the day and all shared equipment will be cleaned thoroughly before passing onto another bubble – IT equipment. Enhanced and rigorous cleaning practice will take place at the start, end of the day with a deeper clean on a Friday evening. Additional cleaning will also occur during the day after any shared equipment has been used. This will include lunchtimes.

Teachers will talk with the children about safe hygiene practice. It will include regular hand washing for the recommended time throughout the day. This will generally be every 90 minutes. It will include talking to children about the *Catch it. Kill it. Bin it.* approach to good infection control.

Cleaning materials will be available in all classrooms, including soaps and hand sanitisers.

### **Can I come into school?**

Parents should still not enter the school building. Any communication should be done via email, telephone, conference call or via our new postbox outside the main office. Until further notice, all meetings will be conducted either via Zoom or over the phone.

### **Staff LFD testing**

Staff LFD testing takes place twice a week on a Sunday and Wednesday evening. The tests are to pick up any asymptomatic cases among ALL staff both teaching and in support roles. Should any staff member test positive we will be following the advised guidelines we have been given in that any close contacts would be contacted. It may also mean that we will need to close bubbles should the lateral flow test pick up a positive case. As the tests, will be taken in the evening and all results reported to me by 8pm on a Sunday and Wednesday you will be notified on any closures that night. I appreciate that the closure of bubbles will not be ideal however, we will do everything we can do minimise any further disruption. At this point there is no directive to test any primary school pupil either before re-opening or during the subsequent weeks. Staff will continue to wear face coverings in communal areas, however, they will not wear them during teaching.

### **What if my child is ill/shows symptoms at school?**

**Please do not send your child to school if they have coronavirus symptoms or have tested positive in the last 10 days.**[\(coronavirus \(COVID-19\) symptoms\)](#)

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 (anosmia), they will be sent home. Whilst, a child is awaiting collection, they will be moved to our isolation room where they can be isolated behind a closed

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door with adult supervision. PPE will be worn by the member of staff caring for the child while they await collection.

Any child sent home will be 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). At this point an alert letter will be sent out to the bubble and any other contacts they may have had in school – Before school club/After School club – to ask them to remain vigilant to symptoms. Any child displaying symptoms should remain off school until the test results have been received. We ask that all parents inform us immediately of the results of a test so that any appropriate action can be taken. If the test is negative the child's bubble will be informed that there is not a case in school.

If someone tests positive, they should follow the '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)' and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days. At this point school will contact the local health protection team who will work with the school to guide them through the actions which will need to be taken. The health protection team will provide definitive advice on whom must be sent home.

### Remote Learning

With Covid-19 still circulating in the community there may be a time when I will need to either close a bubble or close the whole school. Bubbles will only be closed if there is a confirmed case and the school maybe closed if there was an outbreak.

Any bubble or school closure would result in remote learning re-ignited for those pupils affected and this would be offered immediately. This would take the form of the procedure we have already put into place during the latest closure in January 2021. The same format would be provided which would involve a weekly timetable of activities and twice daily face to face teaching via the google classroom platform with the class teacher.

### What to do now....

Throughout the autumn term 2020 we were working with 7 bubbles within school and I wanted to reassure you that all the systems, procedures and processes we had implemented were working extremely well. I do understand however that for some of you this may be an anxious time thinking about sending your children back to school and should you have any concerns or worries about returning to school please don't hesitate to contact me.

I do firmly believe though, that returning to school on March 8th is vital for children's education and well-being. The risk to children themselves of becoming severely ill from Covid-19 is very low and there are negative health impacts as well as academic effects of being out of school for such a long time. For the vast majority of children, the benefits of being back in school far outweigh the low risk from coronavirus.



In order to help the children, prepare for their return, I will be using the welcome back booklet produced for those who returned in the summer term, writing a letter to the pupils and producing a welcome back video. This will be shared with parents using our school website and Facebook page during the week, 1st March – 5th March.

I appreciate that this is a lot of information to absorb. However, I thought that it was important to confirm with you how the full re-opening of Bunbury Aldersey CE Primary will look on March 8th. Should you have any further questions please don't hesitate to contact me.

Thank you as always for your support, patience and understanding during these past few months and I look forward to welcoming you all back to school soon.

Kind regards

A handwritten signature in black ink that reads "Nic Badger". The signature is written in a cursive style with a large, stylized 'N' and 'B'.

Nic Badger  
Principal Bunbury Aldersey CE Primary School  
EHT for Rural Church Schools Academy Trust