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July 17th 2020

Dear Parents/Carers

IMPORTANT – SEPTEMBER ARRANGEMENTS

As you will know the Government has provided all schools with the guidance for re-opening schools to all pupils in September. We have been working through the details to ensure we can welcome all pupils back whilst still ensuring their safety and the safety of all staff and the wider community.

All children will be returning/starting in September, however we have adapted our normal arrangements in order to follow the guidelines and keep everyone safe. For your information I have copied the main headings from the DfE guidance.

System of controls from the DfE

This is the set of actions schools must take. They are grouped into ‘prevention’ and ‘response to any infection’ and are outlined in more detail in the sections below.

Prevention:

- 1) minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- 2) clean hands thoroughly more often than usual
- 3) ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach
- 4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
- 5) minimise contact between individuals and maintain social distancing wherever possible
- 6) where necessary, wear appropriate personal protective equipment (PPE)

Numbers 1 to 4 must be in place in all schools, all the time.

Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.

Number 6 applies in specific circumstances.

Response to any infection:

7) engage with the NHS Test and Trace process

8) manage confirmed cases of coronavirus (COVID-19) amongst the school community

9) contain any outbreak by following local health protection team advice

Numbers 7 to 9 must be followed in every case where they are relevant.

We have carefully considered the guidance and we have put in the appropriate measures to suit our school and protect our children, staff and community. I have attempted to summarize (but it is still long, sorry!) the main changes below that you need to know:

The main arrangements are:

Year Group Bubbles - we have assessed our circumstances. To offer a full range of subjects and to manage the practical logistics within and around school, we are implementing year group sized 'bubbles'. The children will be kept apart from other year groups. In Year R, the children will be working in 4 mixed groups in the morning and will access through child initiated play, a range of areas in the afternoon session. Children will work with all four adults in the Year R team.

Managing cases across the school - based on the advice from the health protection team, schools 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 means:

- direct close contacts - 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

We will ask you to keep your child at home if they have any symptoms of Covid-19 and to inform the school immediately. You will be asked to arrange a test for your child, currently the results do come back quickly, and inform the school of the result. If your child's test

comes back negative but they are still feeling ill we will expect you to keep them at home until they are better.

If your child shows symptoms of Covid-19 in school we will follow the guidance which is to isolate the child, keep them safe but send them home. This is not different to what we are currently doing.

Contain any outbreak by following local health protection team advice - if schools have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus (COVID-19) is suspected, they may have an outbreak, and must continue to work with their local health protection team who will be able to advise if additional action is required.

In some cases, health protection teams may recommend that a larger number of other pupils self-isolate at home as a precautionary measure – perhaps the whole site or year group. If schools are implementing controls from this list, addressing the risks they have identified and therefore reducing transmission risks, whole school closure based on cases within the school will not generally be necessary, and should not be considered except on the advice of health protection teams.

Staffing - all teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable. Where staff need to move between classes and year groups, they will try and keep their distance from pupils and other staff as much as they can, ideally 2 metres from other adults. Teachers in primary schools can work across groups if that is needed to enable a full educational offer.

Staff to maintain a 2m distance from children where possible. However, the government recognises that younger children will not be able to maintain social distancing and it is acceptable for them not to distance within their group (which will be their year group). (Government Guidance for full opening dated 2nd July)

Staggered drop-off and pick up times. To avoid mixing the year groups and to prevent large group gatherings on the playground or around the school gates, we have arranged different start and finish times. This will not reduce the amount of overall teaching time as we have adapted our timetables accordingly. Year R will enter and exit via the small blue gate at the front of the school which leads directly into the Year R playground. Your child will be met at the gate by a member of staff and asked to hand sanitise before they enter the school building. Parents should then exit the premises in front of the bike shelters and out through the car park. We will share a video on Tapestry for you to see how this needs to be done. Whilst queuing up, please can we ask that you observe social distancing.

Your child will come to school on their Induction Day at their appointment time detailed in the class allocation letter, emailed to you in June and will go home at 1pm.

The following week, beginning Monday 7th September, your child will only attend the morning session. Drop off will be between 8:40 and 8:50am, going home after lunch at 1pm. From Monday 14th September the children will stay all day, (drop off will be between 8:40 and 8:50am) and collection will be at 2:55pm.

Late Arrivals/Collections

If you arrive late, you will need to take your child to the school office. At the office door you will need to wait until you are let in, please do not use the buzzer but wait until your child is let in.

If you are late collecting your child, then they will wait at the office and will be sent out to you when you arrive. Again, please wait at the door until you are seen.

If you need to collect your child for an appointment please let the office know via email or a phone call. We will make sure your child is at the office ready for collection.

Bikes and Scooters. Bikes and scooters can be ridden to school and parked in the scooter rack outside Year R.

Lunches will be eaten in the creative area in Year R with their year group bubble. Please ensure you pack all the cutlery your child will need e.g. spoons for yogurt and pasta, if your child is having a packed lunch from home. All children will need to bring in their own drink.

School uniform. We are returning to our usual uniform policies in the Autumn term. Earring(s) must be taken out on PE days or you must provide Micropore tape to cover your child's earring(s).

PE. Every child will wear their PE kit to school on their PE days. Your child will need plain blue/black jogging bottoms/tracksuit bottoms to wear with their light blue T-shirt and school sweatshirt.

Equipment. In order to fully access the curriculum in all areas, writing pencils, colouring crayons, scissors, tape and glue will be provided and will be rotated regularly. This, alongside frequent handwashing on entry and exit of each room will allow this sharing of resources.

Other Equipment

Wellington Boots – to stay in school

Water bottle – named (water fountains are not in use)

Lunch box (separate drink preferable e.g. a carton)

Hand sanitizer for personal use

Tissues

Bags. Your child will need a book bag (named). They will also need a full change of clothes in a small, named, drawstring bag which will remain in school.

Reading books. We will be assessing the children across the curriculum and these will be sent home when your child is ready. No reading books will go home before half term. To promote early reading we will be sending home, 'Talk about Pictures' for you to share and discuss with your child. More information will follow.

PPE The majority of staff in education settings will not require PPE. PPE is only needed in a very small number of cases, including:

- where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained
- where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used

Regular handwashing. The children will be asked to wash or sanitise their hands thoroughly periodically during the day, e.g. on entry/exit to and from the school, before and after eating, after using the toilet and when moving in and out of the classroom. You may wish to supply your child with a small hand sanitiser, for their own use only.

Ensure good respiratory hygiene. We will use the 'catch it, bin it, kill it' approach with tissues in every classroom. Children will be encouraged to use them and wash hands immediately afterwards. You may wish to provide your child with their own handy pack of tissues to use outdoors. Public Health England does not (based on current evidence) recommend the use of face coverings in schools. They are not required in schools as pupils and staff are mixing in consistent groups, and because misuse may inadvertently increase the risk of transmission. Please do not send your child to school in a mask. If you feel the need to do so please take the mask with you when you have dropped your child off otherwise we have to safely bin it (if disposable) or ensure your child stores it safely in a plastic bag (which you would have to provide) during the day.

Cleaning. There will be regular cleaning during the day of rooms and shared areas that are used by different groups and frequently touched surfaces will be cleaned more often than normal.

No large gatherings. We have staggered times for our children to be on the field or out on the playground. This also means parents cannot gather on the playground. You may wait if you have to collect a sibling with a different start/finish time but please wait away from the other parents. Currently we have been able to organise it so siblings have the same start/finish times but that just isn't going to be possible in September.

OOSC and Quackers. We will be working with these groups to ensure that the children who go there are kept within their year group bubbles where possible. We are also liaising with them regarding the staggered times.

Curriculum. We will be making our own Base-line assessment which will enable us to teach an ambitious and broad curriculum from the start of the Autumn term, but make use of existing flexibilities to create time to cover the most important missed content, including prioritisation within subjects of the most important components for progression which pupils may struggle to pick up again later. In particular, we will consider how all subjects can contribute to the filling of gaps in core knowledge, for example through an emphasis on reading.

We will not be undertaking any school trips in the Autumn term.

We will be looking at timetables and planning our 'in school' interventions so that some are possible under the guidance. All children with an EHCP will have their 1:1 support and we will ensure all children are supported within the means that are available to us.

We will keep you fully informed of any changes we make as Government advice alters and we can see where changes can be made in school. All of our decisions are based on keeping the children and staff safe and have been made based on our school environment. Even the Government has recognised you can't have a one size fits all solution, so we will be doing some things differently to other schools. Some of the guidance we have to follow may well seem at odds with that other settings and organisations have to follow.

All of this information will be on the school website in the Covid-19 section. If we have to change plans over the summer we will be in touch with you. I hope you all have a safe summer holiday and look forward to seeing you in September.

Yours sincerely

K. Gwynn