



Burton Salmon Community Primary School  
*Proud to be part of The White Rose Federation*

Burton Salmon Community Primary School  
Ledgate Lane  
Burton Salmon  
LS25 5JY

## ***One family branching out together***

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5<sup>th</sup> March 2021

### Back to school arrangements for Burton Salmon Community Primary School

I am writing to you to share our organisational structure and risk assessments for the first part of the Summer term as we move towards the wider opening of Burton Salmon school. They will be reviewed and updated as government guidance is released, with an in-depth review at half-term in May.

We will open on 8<sup>th</sup> March and we will be open to all year groups. We are fortunate that, as a small school, we can operate as a big bubble, but where possible, classes will operate in class bubbles, learning, playing and eating together. We will continue to reinforce regular handwashing and encourage social distancing, though we appreciate that this may not be possible with our younger children. We will continue to operate a staggered start and finish time each day, alongside our one-way system when collecting children from the school. There are a few changes that we ask you to follow in order to minimise the risk of transmitting the virus.

1. Ideally, all children must attend school wearing full school uniform. We recognise that some parents may struggle to purchase new uniform or shoes before March 8<sup>th</sup> so please be reassured that we understand that there may be a transition period whilst you wait for it to arrive. It's much more important to us that your child/ren attend rather than what they wear.
2. On P.E. days, children will attend school in their P.E. kit and remain in their kit all day, rather than change. Your child's class teacher will tell you when this is – **THURSDAYS** for all 3 classes.
3. School dinners will run as normal. Children only need to bring a packed lunch if they are not having a cooked lunch. All children can bring a water bottle which must be taken home, washed and refilled each day.
4. Book bags and rucksacks are welcome in school if they are needed but we ask that all other items such as pencil cases and toys are left at home. Please speak to your child's teacher if your child has particular requirements.
5. We will be able to operate our wrap around care, in the form of breakfast club and after school club. Please email the school admin address to book in.
6. After school clubs will begin as soon as possible after the Easter break. We will email you after Easter with more details.
7. Medical and dental appointments must be made outside of the school day, unless it is an emergency, to restrict the movement of children, staff and visitors across the school.
8. The staggered beginning and end of each day will continue, with the organisation the same as during the Autumn term.



9. And finally, we are not able to offer child care during the Easter or the May half-term break. We will consider summer holiday child care once lockdown has eased and we are in a better position to assess the need in consultation with parents. We are also aware that there may be a number of government proposals regarding holiday education over the next few months and we believe that at this point, it's wise to respond to such proposals once they are shared by the government, rather than make promises now which may change as the months move forward.

The drop off and collections times will continue as arranged during the summer term.

| Year Groups      | Drop Off  | Collection   |
|------------------|---|--|
| Year 5/6         | Between 8:45am and 8:55am at the school gate. Parents do not enter the playground. A staff member will be at hand to meet and greet. The children will go straight into the main building to deposit their coats and wash their hands before entering Class 3. Please observe the 2m distancing ribbon markers on the fence.  | Parents who are collecting 1 child may collect from the main blue vehicle access gate between 3:00pm and 3:05pm. Please do not enter the playground. After collecting, cross over the road to avoid the line of waiting parents. Please do not stand on the opposite side of the road if you are waiting to collect a child. |
| Year 2/3/4       | Between 8:45am and 8:55am at the school gate. Parents do not enter the playground. A staff member will be at hand to meet and greet. The children will go straight into Class 2, through the main door into school which has 'boys' marked above it. They will then wash their hands. Please observe the 2m distancing ribbon markers on the fence.   | For parents who are collecting more than 1 child, please collect between 3:10pm and 3:15pm using the same procedure.   |
| Year N/R/1       | Between 8:45am and 8:55am at the school gate. Parents do not enter the playground. A staff member will be at hand to meet and greet and support the children to walk into their classroom. The children will go straight into Class 1 via the EYFS playground and wash their hands. Please observe the 2m distancing ribbon markers on the fence. If your child becomes distressed, please wait until the other children have entered school and a staff member will support you. | Pupils who have permission to walk home alone will leave at 3:15pm.<br><br><b>See risk assessment for further details.</b>   |
| Wrap Around Care | Pippins Breakfast Club and Orchard After School Club can be accessed by entering the school through the car park and ringing the front doorbell.  |  |

#### Key Questions:

1. What will the non-teaching times of the day look like?

In terms of lunchtimes and playtimes, the children will eat in their classrooms and play in their bubbles, minimalising contact. Assemblies and occasions which are normally attended by parents will not go ahead until government guidance is changed.

2. What will the cleaning rota look like each day?

The school caretaker will clean the school each day from 3:45pm. This clean will be thorough and in line with government guidance. Staff will also continue to clean key areas throughout the day.

3. Can my child wear a face mask?

There is contradictory information about the effectiveness of facemasks but I believe that you are best placed to make this choice. If a child attends school wearing a face mask then we will respect this decision but please consider the age of the child and the impact on learning and interaction. If it is constantly being taken on and off, it impacts on its effectiveness and the safety of other children as the fabric may be contaminated.

4. Will there be visitors to school?

Visitors to our school, such as contract workers, will be asked to wear a face mask whilst on site.

5. What will happen regarding the catch-up curriculum'?

We have devised a catch-up curriculum which we will share on our website for you to view, and we intend to continue with this during the summer term. As we have a high adult ratio at our school, we have allocated our own tutors in school, comprising of our existing staff in school, to deliver afternoon catch up sessions. We are also going to teach our history and geography through English each morning which will allow for greater whole class catch up as it will free up our curriculum to teach more of the catch-up elements. Homework will be shared using the Seesaw app to reduce the amount of paper being shared between home and school.

6. Does my child have to attend?

In short, yes. The government have withdrawn their directive that parents have the choice to send their child to school or keep them at home. This is not something that any school in the country can overturn. This means that if you choose to keep your child at home, the normal protocols for addressing attendance will be adhered to, including penalty fines to parents.

However, this is a last resort and one that I am keen to avoid, particularly during a period of understandable worry as a parent. I would rather sit and discuss any concerns about your child returning to school and work together to address them. If you do have concerns, and you still have these concerns once you have read the risk assessments, please don't ignore them and allow for September 9<sup>th</sup> to come and go. Instead, contact the school using the above admin address. There is a staff member who is responding to emails and we are all happy to talk to you before the term begins and address your concerns thoroughly.

7. What if my child displays the symptoms of coronavirus?

We have copied the guidance below from the government website. Please read the guidance carefully and follow it. If you need support, we ask you to ring us before leaving the house with your child and send a follow up email to [covid@wrfed.co.uk](mailto:covid@wrfed.co.uk). Staff are in from 7:30am each day and are regularly checking emails and will support you with next steps.

Pupils, staff and other adults must not come into the school if:

- they have one or more coronavirus (COVID-19) symptoms.
- a member of their household (including someone in their support bubble or childcare bubble if they have one) has coronavirus (COVID-19) symptoms.
- they are required to quarantine having recently visited countries outside the Common Travel Area.
- they have had a positive test.
- have been in close contact with someone who tests positive for coronavirus (COVID-19).

They must immediately cease to attend and not attend for at least 10 days from the day after:

- the start of their symptoms.
- the test date if they did not have any symptoms but have had a positive test (whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test).

Anyone told to isolate by NHS Test and Trace or by their public health protection team has a legal obligation to self-isolate, but you may leave home to avoid injury or illness or to escape risk of harm. More information can be found on NHS Test and Trace: how it works.

If anyone in your school develops a new and continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), you:

- must send them home to begin isolation - the isolation period includes the day the symptoms started and the next 10 full days.
- advise them to follow the guidance for households with possible or confirmed coronavirus (COVID-19) infection.
- advise them to arrange to have a test as soon as possible to see if they have coronavirus (COVID-19).

Other members of their household (including any siblings and members of their support or childcare bubble if they have one) should self-isolate. Their isolation period includes the day symptoms started for the first person in their household, or the day their test was taken if they did not have symptoms, whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test), and the next 10 full days. If a member of the household starts to display symptoms while self isolating they will need to restart the 10-day isolation period and book a test.

If anyone tests positive whilst not experiencing symptoms but develop symptoms during the isolation period, they must restart the 10-day isolation period from the day they developed symptoms

**If you test positive for Covid-19, please ensure that the school are the first to know, not social media or a text alert to families who may have a child in your child's class. It's important that we know immediately so that we can follow our procedures and communicate clear next steps and advice to parents.**

8. What about summer activities, such as sports day?

I appreciate that it seems a long way off, but we feel that it's important for the children to hold a sports day this year. At this point, it's highly unlikely that parents will be invited in for the afternoon, and we will update you once the government update their guidance information in May.

Yours sincerely



Mr Craig Bealey  
Head of School