

PLAN OF ACTION FOR WELCOMING OUR PUPILS BACK IN SEPTEMBER 2021

Our operational draft plan is as follows:

General:

- School will be open for all our pupils from Monday 6th of September 2021.
- Nursery and Reception pupils will start on specific days, as communicated to parents.
- All pupils will be expected to wear freshly laundered school uniform each day. Pupils will be expected to wear freshly laundered school PE kits (white tops, navy blue shorts/joggers/leggings/ navy blue top/hoodie) on days when they have PE (twice per week). Your child's teacher will inform your child of their P.E. days.
- On days when your child is not doing P.E. they will be expected to wear their normal school uniform, wearing shoes and not trainers.

Contact Groups (Bubbles):

- Children will be placed in Progression Step Contact Groups i.e. Progression Step 1 - Nursery and Reception, Progression Step 2 - Year 1, Year 2, Year 3, Progression Step 3 - Year 4, Year 5, Year 6.
- Progression Step Contact Groups will be able to play together at break times and lunchtimes in outdoor spaces as well as working together during P.E. sessions and outdoor learning sessions.
- Progression Step Year Groups will be able to mix inside and outside of school buildings.
- Adults will need to continue to follow 2 metre social distancing guidance both in the classroom and when moving around the school.
- Adults will be allocated to specific Progression Step Groups and will avoid any unnecessary mixing between these groups.
- The size of contact groups may change on a temporary basis in response to changes within local and national guidance.

Opening times:

- All gates to the school will be open from 8.50am. Children will go straight to their classroom, there will be no lining up on school yards. Children and parents will be welcomed onto the school site and will be able to escort their children to the outdoor entrance of their child's classroom. Registration will take place at 8.55am.
- School gates will continue to be manned by school staff for those parents who feel comfortable in allowing their children onto the school site unattended. We hope as children get used to their new classrooms we will be able to encourage fewer parents onto the school site. We obviously understand our younger children will need to continue to be escorted.
- Parents will need to leave the school site as soon as possible to allow staff to supervise the gates safely.
- The school day will end at 3.20pm for all our pupils in Reception - Year 6.
- Parents will be welcomed onto the school site at the end of the day to meet their children:
Nursery and Reception - collection from their classroom doors.
Mrs Boyle's class - collection from playground (adjacent to the field).
Miss Bishop, Miss Price, Miss Eaton, Miss Gilmore and Ms Reynolds' classes - collection from top playground.
Mrs Williams' class - collection from classroom door.

Years 5 and 6 classes - collection from playground (adjacent to the field).

- Parents will need to wear face coverings and maintain social distancing when on the school site.
- There will be no staggered start and finish times.

Moving around the school:

- There will be reduced movement around the school to avoid Progression Step Groups coming into unnecessary contact with each other.
- There will be a one-way system within the hall so that different contact groups do not mix at lunch times.
- 2 metre distance stickers on the floor in the corridors will show adults the distance that they need to keep from other adults within the school.
- Children will only attend toilets one at a time or with another child from their contact group and be reminded to pull the flush, close the seat and wash and sanitise hands.
- Urinals and hand driers will not be in use.
- Localised tea/coffee facilities will be created for staff to avoid over-use of the staffroom.
- LSAs will monitor use of toilets and ensure the cleanliness of all toilets is maintained throughout the day.

In the classroom:

- Children will be taught in their classrooms and in outdoor learning areas.
- Children will need to bring their own fruit snack, water bottle and packed lunch (if they are not accessing the school meal service).
- Children will be given a plastic wallet pencil case that will contain the frequently used resources they will need for their activities.
- Children will not be allowed to bring pencil cases in from home.
- Children will be given a laptop to use for part of the day - all laptops will be sanitised after use.
- Classroom based resources and outdoor resources can be shared within a contact group (progression step) but will need to be cleaned as often as possible.
- Resources that cannot be cleaned thoroughly need to be left for 48 hours (or 72 hours for plastics) before being used by another contact group.

Hygiene:

- All staff will be required to wear PPE (face mask, apron, gloves) when attending to the personal needs of children.
- Staff will have the option of wearing face coverings in all communal areas and classrooms.
- Children will be required to clean their hands (preferably with soap and water) on entry to the classroom, prior to eating, before and after visiting the toilet/blowing their nose and prior to going home at a minimum.
- Children will only be allowed to visit toilets one at a time or with another child from their contact group.
- Children will visit different toilet facilities dependent on the position of their classroom.
- Hand-driers and water fountains will be out of use.

- All classes will have a closed lid pedal bin, children will be requested to put tissues, paper etc into the bin. Teachers/LSAs to ensure plastic wallets/computers/toys/tables/chairs/handles are wiped down at the end of each day.
- Our team of cleaners will be on site every day 3.15-6.15 to ensure all areas are deep cleaned.
- The cleaning of high touch areas (door handles, light switches, toilets) will continue to take place between 11.00-2.00 each day.
- The school will continue to be bio-misted once a week.

Break times and lunch times:

- Snacks and packed lunches will be eaten within designated classrooms and all rubbish or leftovers put back in the container provided and taken home.
- School meals will be eaten within the Hall.

Teaching:

- Where possible, teachers will aim to maintain a 2 metre social distance from all pupils.
- Teachers will ensure all hygiene procedures are effectively carried out by their pupils.
- Teachers will ensure all shared resources are sanitised whenever possible or left for a suitable period of time before being used by another contact group.
- Where it is possible, teachers will have seating plans for their classrooms to enable contacts to be quickly and easily identified and shared with the contact tracer if a positive case occurs.
- Teachers will continue to make the most of the space available, including outdoor space.
- Teachers will continue to teach towards the requirements of the New Curriculum.

Planning:

- We will continue to share our planning on our website using the edited version of the format that we are currently using as this is accessible to all pupils and parents.
- HLTAs/LSAs will teach classes in order for teachers to have PPA (Preparation, Planning & Assessment) time.

Wellbeing:

- Wellbeing and Personal, Social and Emotional Education will continue to be a large focus of our studies and our approach to the school day.
- Our aim will be to make all children and staff feel safe, comfortable and relaxed throughout the school day.

Breakfast Club:

- Breakfast club will commence on 6th September 2021.
- Children will be sat in Progression Step contact groups.
- Children will have their own Progression Step activity box and will be supplied with individual pencil cases for use throughout their time in Breakfast Club.
- Children will be escorted to their classrooms at 8.55am by a member of staff.
- Due to limited space children will be notified by letter if they have a space in the Breakfast Club.

- If you would like your child to go on the waiting list for a space please contact the school office.

Prevention:

Staff members and pupils displaying the three main Covid symptoms will not be allowed to attend school and must remain home and self-isolate, arrange a Covid-19 test and notify the school. They should self-isolate for the appropriate period of time, or until they have a negative test result.

Staff and learners should also not attend school if members of their family/household display Covid-19 symptoms. They must remain home and commence a period of self-isolation.

Staff members and pupils displaying the wider symptoms (fatigue, myalgia (muscle aches), sore throat, a headache, runny nose, nausea, vomiting or diarrhoea) are not required to self isolate but are encouraged to take a Covid test. If well enough they can attend school whilst waiting for the results of a test. However, Local Health Boards are encouraging the individual concerned to self-isolate while they await their test result. Children and adults with diarrhoea and/or vomiting should stay away from school until they are symptom free for 48 hours even if their COVID-19 test is negative.

Staff will continue to have the opportunity to undertake twice weekly lateral flow tests. The results will be reported to the Headteacher and to the Local Authority. Procedures are in place for dealing with a positive test result.

Our plan has been based on the latest Operational Guidance from Welsh Government:

[Operational guidance for schools and settings \(from 1 September 2021\) , HTML](#)

The updated Risk Assessment is available on the school website.