

## Plan of Action – Returning to School from 8<sup>th</sup> March 2021

Below is a list of some of the measures we will be putting in place, along with staffing and layout structures, to prepare for a whole-school return of pupils on March 8<sup>th</sup>. The majority of this document is the same as the September start, however please make note

All actions have been formed using the Government Guidance to make Stretton Sugwas able to operate in a safe and manageable way.

### Social distancing

- Children will return to being taught in their stipulated classes, as normal.
- Classrooms will be set up to in a practical and age appropriate manner. Group tables will be permitted.
- “Bubbles” to increase in line with Stretton’s “Phase” approach. This means that EYFS will be regarded as a bubble (or **group**), Phase 1 (Years 1,2 and 3) will be a **group** and Phase 2 (Years 4,5 and 6) will be a **group**. For the purpose of clarity, the rest of the document will refer to “bubbles” and “phases” as **groups**.
- Different areas of the playground will be split up for each group. Play equipment will also be split. Any shared equipment will be on a rota basis (on separate days) and will be cleaned at the end of each day.
- Windows and doors to be open as much as possible.
- Outside learning when practicable.

### Staffing

- All staff resume work as per agreed hours.
- Additional staff to join during the day as normal (peripatetic and lunch staff etc.)
- Schools can now receive visitors into class. Visitors will follow the same protective measures as the staff.
- All staff will observe social distancing measures with each other, and will adhere to necessary practices if required to move between groups or classes.

Class	Staff
Bumble	Mrs O’Reilly
Busy	Mis Bowen
Honey	Mrs Atkinson
Queen	Miss Gwynne (Mon-Wed) Mrs Cartwright (Thur & Fri)
Worker	Mr Ford
New Bees	Mrs Sue (Podmore)

### Staggered start of day, play and lunch times.

- Staggered start and finish times as follows:

	Drop off	Pick up	Gate
Bumble	Drop off between 8.45am and 9.00am	14.50	Bumble Gate
Busy		14.55	Front Door (Mrs Gardner)
Honey		15.00	
Queen		15.05	Through playground (Mrs Hartley)
Worker		15.10	
New Bees		3.15	At pre-school

- In the case of siblings who attend **school** (this doesn't include pre-school), they must be dropped off in accordance with the earliest sibling's drop-off. **Example: A Queen Bee and Busy Bee pair of siblings would both need to be dropped off at 8:55 as this is the earliest drop-off for those pupils.**
- They should be picked up in accordance with the latest sibling's drop-off. **Example: A Worker Bee and Bumble Bee pair of siblings would both need to be picked up at 15:10 as this is the latest drop-off for those pupils.**
- **Parents are to drop and go. No hanging around. Please remember to socially distance and wear a face covering.**
- Staff to meet children and move directly into class
- Hand sanitiser on the way in
- We will be serving hot dinners. EYFS and Phase 1 will be from in the hall. Phase 2 in their classrooms.

#### PPE

- School will provide a hand sanitiser dispenser, which will be at all entrances and throughout the school building.
- Gloves and facemasks will be available. The guidance states that face masks will be unnecessary, however these can be used during first aid or if a suspected case needs care before being picked up.

#### Washing hands, cleaning etc

- There is no set amount of times or situations when hands should be washed. Children to be sent throughout the day...particularly when moving between areas (lunch and play) or activities. Hand sanitiser can be used, although washing hands (observed) should be the primary way to clean hands.
- Cleaning of equipment to be done by staff throughout the day. Wipes and spray in each classroom and area. Cleaning down of handles and touch 'hot spots' regularly through the day also. This to be managed by the staff and classes.
- Additional handwashing facilities have been installed on-site.
- Junior toilets (used by multiple classes) will be cleaned on a regular basis throughout the school day.

#### Breakfast and Afterschool clubs – Also sports and extra curricular clubs

- To operate as normal (pre Covid). 7.50am start for Breakfast. After School Club 15.15 – 17.30
- **Booking in advance is essential**, you may be refused care if not done so. Please use the form. Please pay in advance via Parent Mail or BACS – older siblings charged at full rate and the younger at the discounted rate.
- This is the only time when groups have the potential to mix...outdoor play will be encouraged as much as possible.
- Separate tables for each group at which to eat or play.
- **We will be starting sports clubs on Monday 8<sup>th</sup> – additional information will come out regarding this.**

#### Equipment

- No pencil cases to be brought in by children.
- Each child provided with their own personal equipment to be used.
- Book bags allowed. Reading books, reading records and homework books allowed.
- Homework items or project work not allowed into school. Work can be celebrated or sent digitally either in a picture or video clip.
- Only 1 other small bag per child to have lunch, drink, suncream, coat and hat included.

## PE and Uniform

- Uniform must be adhered to at all times. We are aware that some may not have had chance to buy new shoes if outgrown since Christmas...however a modest, discrete alternative is permitted until new ones are purchased at the earliest opportunity.
- PE Kits to be worn on PE days (apart from Bumble Bees). Again PE kits need to be in-line with the uniform policy and please dress for the weather.
- PE Days:

Class	Day/s
Bumble	Please send kits in to change at school
Busy	Tuesday every week
Honey	Tuesday every week
Queen	Monday & Thursday every week
Worker	Monday & Thursday every week

## Organisation of classes, toilets etc

- Class staffing as per normal.
- Toilets – Bumbles and Busys to use their 'normal' toilets. These will be split to allow children to move freely.
- Junior toilets to continue to be used by Honey, Queen and Worker. Guidance states that toilets do not need to be separated...however cleaned regularly. A cleaning rota for the junior toilets will be displayed outside the toilets.

## Key information regarding illness and symptoms

- Only children that are well can attend school. Children with any illness or symptoms should not be sent to school. They should not return to school until they have been free of symptoms for 48 hours (this does **not** apply to Covid 19 symptoms where the child and family must be tested).
- No child or adult is allowed in the school if they are awaiting the results of a Covid test.
- Parents will only be allowed onto the premises to collect a sick child.
- Parents should ensure that they and their children have thoroughly washed their hands before leaving home.
- Parents must inform the school immediately if any member of their family develops the symptoms of Covid 19.
- If information needs to be given to a member of staff, then it should be done by email or phone.
- We will use the current government guidelines and isolate children who are showing signs of Covid-19.

### Other medication:

- If a child has a Critical Care Plan – medication will be administered according to the plan. Please ensure all medication is in date e.g. Epipens
- Any self-administered medicines e.g. inhalers; to be sent in as normal. Please make sure they are clearly named.
- If a child requires doses of antibiotics these should be timetabled to be given at home. In **extreme cases**, where this is not possible, please email the school office before sending anything in.