



Our Lady of Lourdes RC Primary School

**Covid-19 - Information for Parents for full school reopening
on Monday 8th March 2021**

**The information in this protocol applies to pupils on both
sites, Our Lady of Lourdes and St. Bede's.**

**Risk assessments for both sites have been completed to
ensure the safety of all children**

Date: 8th March 2021

Review: Ongoing

Our Lady of Lourdes RC Primary is committed to providing pupils, staff and all stakeholders with a safe place to be. These protocols for reopening are based on rigorous risk assessments in partnership with our external health and safety consultants; consultations with all stakeholders; and the government guidance for the full opening of schools on March 8th.

Please note, as always, these plans are conditional, depending upon government guidance and the scientific advice, as well as our own regular risk assessments, and could change at short notice.

Although, we have tried to put rigorous plans in place, it is important for parents to note there are a number of situations that continue to lead to a partial or full school closure from March 8th onwards. These are:

- Low levels of staff
- Insufficient cleaning capacity
- Covid-19 outbreak

Our Aims

Our aims continue to be to:

- Do everything we possibly can to keep your children safe;
- Offer a caring environment for all;
- Support children with their wellbeing whilst they are with us;
- Provide a broad, balanced and engaging curriculum for all year groups.

Much of the information within this document remains the same and we will largely return to operating within school how we did prior to the Christmas holidays, ensuring the same mitigations are in place to reduce the risk of transmission of COVID-19 in school. However, please take some time to read through the information prior to the return of all pupils on Monday 8th March.

School Day & Parent/Carer Access

From the 8th March the following timings will be in place to welcome our children back to school:

	Drop off Time	Pick Up Time	Entry/Exit Point
Reception	Between 8.25am-8.40am (Please note vehicles must have left the school site by 8.40am to allow for KS2 traffic)	3.15pm (Vehicles must exit the school site promptly to allow for KS2 traffic)	Reception Early-Years Entrance

	Drop off Time	Pick Up Time	Entry/Exit Point
Year 1	Between 8.25am-8.40am (Please note vehicles must have left the school site by 8.40am to allow for KS2 traffic)	3.15pm (Vehicles must exit the school site promptly to allow for KS2 traffic)	<ul style="list-style-type: none"> Drop off point a.m. Gate on main yard Collection p.m. from Year 1 door
Year 2	Between 8.25am-8.40am (Please note vehicles must have left the school site by 8.40 am to allow for KS2 traffic)	3.15pm (Vehicles must exit the school site promptly to allow for KS2 traffic)	<ul style="list-style-type: none"> Drop off point a.m. Gate on main yard Collection p.m. from veranda door
Year 3	Between 8.45-8.55am Children to arrive at gate on the main yard and parents to drop and go wherever possible, rather than parking, to avoid congestion.	3.45pm	Children will be walked to the yard and dismissed to parents from this point and not from the bus.
Year 4	Between 8.50-8.55am- Children to arrive at gate on the main yard and parents to drop and go wherever possible, rather than parking, to avoid congestion.	3.45pm	Children will be walked to the yard and dismissed to parents from this point and not from the bus.
Year 5	Between 8.50-8.55am- Children to arrive at gate on the main yard and parents to drop and go wherever possible, rather than parking, to avoid congestion.	3.45pm	Children will be walked to the yard and dismissed to parents from this point and not from the bus.
Year 6	Between 8.50-8.55am- Children to arrive at gate on the main yard and parents to drop and go wherever possible, rather than parking, to avoid congestion	3.45pm	Children will be walked to the yard and dismissed to parents from this point and not from the bus.
Please note, if you have a child in Reception-Year 2 who will be attending Our Lady of Lourdes School site, but also have another child in KS2 based at St. Bede's, then the younger child can be dropped off collected at the same time as their older sibling.			

NB: We have managed to secure a bus that will transport KS2 pupils from Haswell and Haswell Plough to St. Bede's directly and then return the children back to Haswell after school. As with all of the buses there will be an adult on board to support the children during their journey.

Parents of children who live in Haswell, and are attending St. Bede's, will receive a timetable showing collection/drop off points and timings.

This arrangement will be in place for the next 3 weeks whilst we are working over a split site.

Breakfast Club

As you know, we understand the importance of Breakfast Club and how this helps our working parents. However from the 8th of March up until Easter, due to having **limited space** in school, **we ask that all parents make alternative arrangements for breakfast club wherever possible, as we are not able to offer this on our usual scale.**

After Easter these arrangements will change and breakfast club will be able to be offered on a wider scale. The cost for breakfast club is £2 per session.

After School Clubs

We plan to resume some of our after school clubs after the Easter holidays.

Dropping Off and Collection of Children

A reminder that when dropping or collecting children to/from school, parents should note the following:

- **We would ask, where possible, only one adult to drop off/pick up children**
- Children will walk into school from the gate themselves
- KS1 parents are asked to drop off their children via the allocated drop off point and exit promptly to make way for KS2 traffic
- KS2 parents are asked to use the drop and go system which will be in place- this will help to ease congestion
- We would ask that you keep a 2 metre social distance at all times whilst on site
- Parents should not stop or congregate anywhere on the school site when dropping off or collecting children;
- Any parent who refuses to adhere to these protocols will be asked to leave the school site.
- All adults must wear a mask whilst entering the school site unless exempt

Uniform

Children will be required to wear full uniform once again from Monday 8th March. Children will come to school wearing their PE kit on a Monday and a Friday. No other bags should be brought into school. Children should only bring to school with them a coat and named water bottle. They should not bring anything else to school including bags, pencil cases or show and tell etc. The only exception to this is for children who may have toileting needs that require them to bring a change of clothes.

Class Organisation

Following risk assessments and in accordance with government guidance, children will once again be organised into group bubbles, with one class in each bubble. Our plan is to keep bubbles separate throughout the day.

Where possible, children's desks are organised so that children are not face to face. Staff will look to try and maintain social distancing between themselves and the children.

Curriculum

Upon the full reopening of school on Monday 8th March, children will be taught a full curriculum, which will be broad, balanced and engaging. PE, music lessons, and some Outdoor Learning sessions will all take place and these have been carefully risk assessed in line with government guidance.

Once back to school, homework will be provided via Teams for the children. Children can complete and hand in their homework using Teams and staff will provide feedback using this platform. We continue to encourage our KS2 children to use Reading Plus, our online reading resource, to access further reading material at their individual level at home.

Children will be working in books and staff will be marking them under our own risk assessment.

Worships

Children will take part in collective worships within their class and our aim is to extend this to whole school collective worship via Teams.

Playtimes and Outdoor Learning

To minimise risk, playtimes will be staggered to ensure bubbles do not mix. The playground will be split into sections, with one bubble using each section. Children will not have access to playground equipment and the trim trail will not be in use. We will use the field when we can, weather permitting.

Lunchtimes

The same as playtimes, lunchtimes will be staggered to ensure different year group bubbles do not mix. The children will eat their lunch in their classrooms and will have access to outdoor provision in their groups during their lunchtime period.

Hygiene

Hand washing and hygiene will be continue to be a key priority for school. We continue to ensure that we have adequate hand washing facilities and plentiful supplies of soap and hand sanitiser. Children and staff will be expected to wash their hands or use hand sanitiser on entry to their bubble and each time they exit. Within these areas, children will be encouraged to wash their hands or use hand sanitiser throughout the day.

In order to deliver a full and engaging curriculum, children will need to have access to resources throughout the school day. Although we cannot eliminate all risk whilst delivering a full curriculum, we aim to mitigate risk as far as possible. Therefore, within their bubbles, children will be allocated their own set of resources that are used regularly throughout the day, such as pens, books, rulers etc. Resources which are used occasionally may be shared but will be cleaned between uses. For some resources, such as books and games, this may not always be possible but such resources will not be shared with other bubbles.

Staff will also regularly disinfect any other identified key risk areas, such as door handles, regularly.

To reduce transmission, pedal bins will be used for waste.

All areas of school will be deep cleaned at the end of each day.

Emotional Wellbeing of Pupils

Please be assured that the emotional wellbeing of children will continue to be a priority for all staff in school. Miss Brack, our School Wellbeing Lead, will still be available to provide advice and resources to staff to support with emotional wellbeing and all staff will be ready to support children on their return.

Fire Evacuation Procedures

Our current fire evacuation procedures will remain the same. Fire evacuation assembly points will remain the same but social distancing will be in place between bubbles, where possible. Children will be made aware by the staff where their nearest fire exit is and reminded of the procedures.

Arrangements and fire procedures for pupils attending St. Bede's, will be explained to the children when they arrive on site

First Aid & Intimate Care

Where social distancing is not possible in dealing with first aid or intimate care in bubbles, we will have designated first aiders/key staff in school who will administer the required first aid/care to children using personal protective equipment (PPE).

Suspected and confirmed COVID-19 Cases

When all children return, there will still be the risk of COVID transmission, which is likely to go on for some time, and we may have further cases within school. Our commitment to you is that we will continue to communicate with you promptly and clearly if we have a concern, however, we ask that parents also act swiftly and in accordance with guidance if we are worried about your child.

If any child begins to show symptoms of COVID-19, they will immediately be taken from their bubble and taken to a designated area for such a case occurring with a staff member using full PPE. This room will be well-ventilated and away from the other bubbles. Parents will be contacted immediately to collect their child.

We will need you to ensure that if your child is showing symptoms of COVID that they are isolated and tested as quickly as possible. Please let us know the result of your child's test as soon as possible. In the event of a positive case, we will immediately contact Public Health England who will risk assess the situation and advise us of what further actions, if any, need to be taken.

As we have all now learnt, many childhood bugs and viruses that are not COVID can manifest themselves in a similar way. Please understand that if their symptoms are the same as COVID we will ask you to seek a test and your household will need to isolate until the outcome of that test is known.

If a parent of a child in school or any member of their household displays symptoms of COVID-19, the whole household, including your child, will need to stay at home and isolate until either a negative test result is obtained or after the period of isolation following a positive test result.

Staff and Parent Testing

You may have seen recently in the press that the government has introduced rapid lateral flow testing for households and support bubbles of primary (and secondary) aged pupils. We have now received further information on this and, although primary school children will not be asked to test, parents and any adults in their household, support or childcare bubble will be able to access testing twice a week, should they wish to do so. Lateral flow tests are easy to self-administer and provide a result after 30 minutes- these are the tests staff have been doing for a number weeks.

You can access the twice-weekly testing:

- Through your employer, if they offer testing to employees.
- At a local test site- you may need to book an appointment to do this. To find your nearest rapid lateral flow test site please visit <https://maps.test-and-trace.nhs.uk/>
- By collecting a home test kit from a test site. You can collect up to 4 home test kits at a local collection point. Each kit contains 7 tests. Anyone 18 or over can collect. The online service to find your nearest home test kit collection point will be available through the link below.
- By ordering a home test kit online using the link below.

[Rapid lateral flow testing for households and bubbles of school pupils and staff - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/news/rapid-lateral-flow-testing-for-households-and-bubbles-of-school-pupils-and-staff)

Staff in school will continue to test twice per week.

Lockdown or Bubble/School Closure

In the event of a possible further 'lockdown', which may lead to school closure, we will immediately switch to our online learning platform, Teams. In addition, in the event of any bubble or school closure due to an outbreak, we will move to an online curriculum using Teams for the children.