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Plans for the Phased Re-opening of The Hendreds School

Group size Government guidance states that a **maximum of 15** children are allowed in each group. At present, our group sizes in the **Priority Group, Reception and Year 1** are all below this number. However, our **Year 6** group exceeds 15 and, therefore, we are only able to offer this group a part-time return to school on a rota basis. **Year 6 Group A** will attend school on a Monday and Tuesday; **Year 6 Group B** will attend on a Wednesday and Thursday. Friday mornings will be shared on an alternating basis, **Group A** one week and **Group B** the next. I will communicate these groupings to Year 6 parents via email.

Timetable The start and finish time of the school day will be altered so that groups of children and parents can arrive and leave in 15-minute intervals. The times for each year are as follows:

- **Year 6:** 8.15am – 3:15pm
- **Priority Group** (children of key workers etc.): 8.30am – 3.30pm.
- **Year 1:** 8.45am – 3.00pm
- **Reception:** 9.00am – 2.45pm

Teachers are legally entitled to a statutory amount of non-contact time for planning, preparation and assessment. Usually, this would take place during PE, Judo etc. To ensure that this obligation is met, the school will be closing after lunch on Friday for all children, except those in the **Priority Group**. Friday collection times will be:

- **Reception:** 12.45pm
- **Year 1:** 1.00pm
- **Year 6:** 1.15pm
- **Priority Group:** 3.30pm

Breakfast Club and After-School Club Children attending these clubs will only be able to mix with other children in the Priority Group. Therefore, we are only able to provide Breakfast Club and After-School club, **booked in advance**, for the **Priority Group** for the time being.

Arriving at school In line with government guidance, we would ask that you walk or cycle to school where possible. If you have to drive, then please be considerate of others when you park at Snells Hall. We would also ask that **one parent only** accompanies each

child (or family in some cases) to school and where at all possible, this should be the same parent every day.

Children in **Year 6** will enter school and leave via Class 5 as per usual: there will be 2m markings for queuing before the start of school and at collection. Children in **Reception, Year 1 and the Priority Group** will enter via the school gate to walk around to their classrooms (Class 1, 2 and 3 respectively). There will be a 2m queuing system up to the school gate and parents will say goodbye to their children there. These children will also be collected at the gate at the time listed above.

Once in their classrooms, the children will stay in their own classroom for all lessons and will not move around the school. Break times will be staggered and children from different groups will play separately. **Year 6s** will walk around the outside of the school, past the office, to access the field and playground at breaks.

Lunch The School Lunch Company will continue to provide our meals. These will be packed lunches, rather than hot meals, and the children will eat these in their classrooms. Lunches will continue to be free for children in **Reception and Year 1**. Parents of children in the **Priority Group and Year 6** can elect to send their children to school with a packed lunch or to pay for a school packed lunch at the usual cost. We ask all children to bring a named water bottle to school even if they will be having a school packed lunch.

Hygiene Throughout the day, we will be taking all reasonably practicable measures possible to ensure high standards of hygiene in school. The children will have their own desk (or space for children in **Reception**) to work at, where they will store their belongings and where they will keep their own set of stationery (provided by the school). We ask children not to bring anything to school except their water bottle, lunch box if needed and coat if necessary. They will not need indoor shoes and we are not initially asking children to bring in PE kits. Desks, frequently touched surfaces and resources will be regularly disinfected throughout the day. Staff will ensure that children wash their hands, as per the government directives, and use the 'catch it, bin it, kill it' approach to using tissues – tissues will be placed in lidded pedal bins. Children will be taught and supported by as few members of staff as possible to reduce the number of social interactions. At the time of writing, government advice is that there is no need for anything other than normal personal hygiene and washing of clothes following a day in school.

Social distancing Where possible, 2m social distancing will be in place e.g. at drop-off and collection times. However, government guidance accepts that social distancing of 2m will not always be possible in schools and with young children. Excess furniture has been removed from classrooms and desks/seating places spaced out as much as possible. Children's play activities will be restricted but they will not be isolated in 2m² areas, as you might have seen in some photographs from other countries.

PPE Government guidance states that staff should not wear PPE during normal practice. We have two full sets of PPE in school for use in the event of a suspected COVID-19 case. Staff will administer general first aid with the same precautions as usual e.g. wearing gloves to treat a blood injury.

Please do not hesitate to contact me if you have any questions about the information above.

Mr. J. Veness