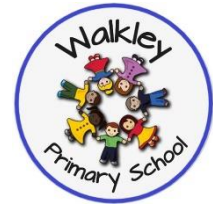


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'Enjoyment, Achievement and Learning for life...'

26th February 2021

Coronavirus Update: Essential information about school reopening to all pupils March 2021

Dear Parents / Carers,

Only a few more 'sleeps' to go before our Walkley family is reunited and we are very excited to be back together again. Obviously, we are starting from scratch organisationally trying to accommodate safe practice, minimal transmission opportunities on an unfamiliar site. Luckily, we did have most of this planned ready for our return on 8th January!! DFE guidance has not changed since full opening in September 2020. We have been meticulous about the way our school is managed and we have reaped the benefits of very few positive COVID cases and bubble closures within the period since March 2020. It is extremely frustrating for us not to be able to use the school as per the vision and design 6 years ago when coronavirus was unheard of. The dining hall, Dance/Music studio, Creative Zone and Discovery Zone will remain out of use until further notice. The challenges are also compounded by the Phase 2 development which means that we do not yet have full capacity playing space; in fact, it is significantly reduced on our present site in comparison to Burnaby and Tennyson and will continue to be until Phase 2 is completed by July this year. Lunches will be eaten in bubbles for the time being, reviewed after the Easter Break. We will review regularly in line with the Government policy of 5 weekly updates allowing us to evaluate and forward plan in line with current information and guidance.

Attached to this Email are the drop off / pick up arrangements for all pupils and parents from 8th March. You will also receive a link to a YouTube video next week explaining the guidance further.

At this time of year, you would usually receive your child's report. However, due to Lockdown during Spring Term 2 we will be completing parent/staff consultation evenings over the weeks beginning 15th and 22nd March instead. These will be booked through the appointment system on the website as last year. Just before the end of Spring Term 2 you will receive a general information letter with three personal targets for your child. You will receive the annual written report in Summer Term 2. More details about how to make an appointment will follow next week.

We have created a **COVID policy and guidance section** on the school website. You can find [this here](#) in the section **Key Information**. This may be helpful to you and provide you with more clarity regarding any information about the school intentions for March. The other FAQs are also available in this section of the website and although related to the old site the principles are very much the same.

1. Can I call into the school office?

If there is a need to come to the office, we request that that you ring first to secure an agreed appointment time. This ensures that only one person will be in the entrance at a time, therefore minimizing risk. There is sanitiser available as you enter through the main door and you will need to buzz the main office for attention to access your appointment. **We ask that you wear a mask on site at all times.**

2. School Gates

The school gates will be locked at 9.05.am. after morning drop off and locked again at 3.35 p.m. after all children have left the site. This is to reduce the safeguarding and security risk to children and staff on site. In the event of being late you will have to ring the main office and attend at a mutually agreed time as this is the only way that you will be able to get onto site. When a member of staff is available, your child will be collected and taken into class. If you need to take your child to a medical appointment please inform the office so that arrangements can be made in advance.

2. Bubbles

The new build has meant that we have had to rethink how we organise our bubbles. As some of the children now share toilet areas and stairwells, and we no longer have dedicated play space, we have had to create some cohort bubbles. Single class bubbles are **Elmer, Aslans and Varjak Paws**. Cohort bubbles are **Reception, Year 1, Year 2, Year 4 and Year 6**. We have planned for minimum risk of transmission although these pupils will share cohort playtimes. There is less risk of transmission outdoors.

3. Ventilation

The new build provides us with a superb internal ventilation system which combined with the top windows of each classroom to be open all day will therefore help us to reduce the transmission risk in each bubble base.

4. Lunchtimes

To help address the playground issues of trying to accommodate 300 pupils on one playground at the same time, whilst using the bubble rationale for eating lunch, we have had to create rotas. Most children eat their lunch within a 10 to 15-minute period, leaving plenty of time for exercising and socialising before afternoon lessons begin. There will be lots of opportunities provided for outdoor PE and dance throughout the week.

5. How will lunch time work to ensure children are safe?

We will run a staggered lunchtime break to maintain as much spacing as is possible in the playground. Initially we will provide a cold packed lunch (with hot sandwich alternatives) to those pupils who normally have school dinners. Children are still able to bring their own packed lunches should they want. All meals will be eaten in bubbles in the classroom. School Meals will be delivered by Walkley staff to the children. **We remind parents that the school has a 'no nut' policy as we have children with allergies.**

6. How do I make payments?

We request that as little money as possible is exchanged on the school site and that you use the online school payment system [SIMS Pay](#). This will aid our attempts to become a cashless school, as well as protecting our office staff from risk, we are asking all parents and carers to make payments to school only via SIMS Pay. There will be exceptions when cash maybe required for small amounts such as a donation for Junk Food or a charity donation. Obviously, some parents/carers may choose not to use these facilities and may have concerns about making payments. Please contact Mrs. Jinkinson or Mr. Clements for further advice or speak to Mrs. Prigmore or Mrs. Amian in the School Office.

7. How do I get medication into school?

The process will be to ring to confirm a time to bring the medicine to the school office where the relevant paperwork will be completed and then we will take the medication to your child's class. We ask that the medication stays on site for the week.

8. Music lessons

The Sheffield Music Hub has been taken by surprise at the amount of schools that still require their services. We are still able to access the resources and lessons delivered by the Hub staff for our pupils and I know that many of our learners enjoyed their musical experiences during Lockdown.

9. Will my child be expected to share resources, such as pens and pencils?

Classroom-based resources like books and games can be used and shared within a group and we will clean them regularly, as we do for frequently touched surfaces. Each child will be provided with their own personal learning zippy bag which will be kept on their table. It will include a pencil or handwriting pen; a ruler; a whiteboard marker pen and white board; a glue stick; and a red, orange and green crayon to complete their own traffic light assessments. Also shared resources –

such as books and games, which are not allowed under current rules – will be able to be used within bubbles, but they should be cleaned regularly.

Equipment that is used across bubbles – such as sports, art and science equipment – will be cleaned “meticulously” between bubbles, or rotated to allow them to be left unused for 48 hours between bubbles. We tend to have the same piece of PE equipment in a bubble for a week, which is then disinfected on the Friday and moved to a new class bubble on the Monday.

10. Visits out

There are no planned visits out at this time. The situation will be reviewed during Summer Term 1.

11. Does my child have to attend?

The Government has indicated that they expect all pupils to return to school and therefore the previous system of Walkley Primary School monitoring and challenging non - attendance will be reinstated including the fining system for persistent absence. We will be looking at an expected attendance of 96%

12. How will you have assemblies?

Assemblies will take place on Mondays via Google Meet. Golden Book assemblies will take place on Friday mornings at 9.15 with Mr. Wallis taking EYFS and Keystage 1 assembly and Mrs. Sian taking Keystage 2. These will also take place via Google Meet with the children in their classrooms and the Deputy Head and Headteacher based in an office. Children who earn a certificate will have their names on the Website on Friday evening as usual. Certificates will be handed out by their class teacher and brought home on Friday after school.

13. Swimming lessons

There are no plans for swimming lessons to take place for the foreseeable and as yet we have no guidance and risk assessments from Zest.

14. What hygiene measures will be in place to keep my child safe?

We will:

- Follow the [COVID-19: cleaning of non-healthcare settings guidance](#)
- Ensure that sufficient handwashing facilities are available. Where a sink is not nearby, provide hand sanitiser in classrooms and other learning environments.
- Clean surfaces that children and young people are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters, more regularly than normal.
- Ensure that all adults and children frequently wash their hands with soap and water for 20 seconds and dry thoroughly.
- Ensure that all adults and children clean their hands on arrival at the setting, before and after eating, and after sneezing or coughing.
- Ensure that all adults and children are encouraged not to touch their mouth, eyes and nose.
- Ensure that all adults and children use a tissue or elbow to cough or sneeze and use bins with lids for tissue waste ('catch it, bin it, kill it').
- Ensure that help is available for children and young people who have trouble cleaning their hands independently.
- Consider how to encourage young children to learn and practise these habits through games, songs and repetition.
- Ensure that bins with lids for tissues are emptied throughout the day.
- Where possible, all spaces will be well ventilated using natural ventilation (opening windows) or ventilation units.
- We will prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation.

15. Will children utilise the same classroom environment most of the day?

Government advice based on the scientific evidence shows that the outdoor environment is much more manageable in terms of virus transmission. With the Spring weather coming, we will still be moving towards more of an outdoor learning approach, where possible. However outside of this we will keep children within one set classroom for the day. Our risk

assessments around contact and spread are based around children being in a fixed and consistent 'bubble' of around 30 children with two adults. Where bubbles potentially will cross, e.g. sharing toilet facilities, then those toilets will be cleaned more thoroughly throughout the day. Each bubble will have its own PE equipment, First Aid boxes etc. We will not be using the halls, there will be no assemblies in the halls and outdoor areas will be allocated to bubbles. **Pupils will need outdoor PE kit suitable for cold and rainy conditions and are asked to come to school dressed for PE.**

16. How will you support my child's emotional wellbeing?

In addition to that mentioned above, a team of staff will be available to provide support. Our Safeguarding Team are part of a very small number of adults in school who are able to cross into bubbles if needed and will observe tight hygiene routines; they alongside teachers and teaching assistants, will all work to ensure that children's needs are met. There will be plenty of opportunities for children to discuss their feelings, play and rebuild friendships. If you have any worries please call us and conversely, if we have any worries we will be in touch to discuss how we can help. The familiar mini five point feeling chart for each pupil is in place, as well as the usual worry box practices we have in school already. We will talk openly about how we have been on the same sea (COVID 19) but on a different boat (different experiences) – another phrase to get used to! Lessons are being prepared to open up the opportunity to discuss ideas in small groups and will be related to bespoke issues as they arise.

17. Forthcoming events (Dressing up)

- Friday 12th March: World Book Day
- Friday 19th March: Comic Relief Day

18. Forest school timetable

Forest school will be reopened shortly on the same basis of each class receiving a three days allocation. You will receive a copy of the new timetable shortly. On forest school days children will be asked to come suitably dressed for the occasion.

19. Will staff and children wear masks or PPE?

The Government guidelines state, 'The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. The Safeguarding Team will wear PPE as they cross into other bubbles. Our PPA staff may also choose to wear PPE. PPE is only needed in a very small number of cases including: children, young people and students whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way.'

If a child, young person or other learner becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A fluid-resistant surgical face mask will be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and a fluid-resistant surgical face mask will be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection will also be worn.'

20. Will my child need to wear a school uniform?

Yes. Children should come to school in school uniform in March as it helps them to feel settled.

21. Will Breakfast club or after school club be open on 8th March?

No. Initially, in order that children and staff do not mix outside their 'bubble' we will be unable to provide any wrap around care at this time. Breakfast Club and After School provision would mean children from different bubbles mixing which increases risk. We cannot offer this facility whilst the Dining Hall is out of use. The school aims to minimise risk and is keen to get these two key aspects of wrap around care reintroduced as soon as the guidance changes. We are working with **After School Club, which is a privately-run club**, to see how we can manage under the new guidance. We await further guidance from the DFE in just over 5 weeks' time.

22. Will we allow visitors and volunteers into school?

Not immediately, until the situation is deemed to be safe, we will minimise additional adults coming in and out of school. We are also requesting that parents, instead of attending our school office or speaking to staff face to face, restrict

themselves to using the telephone where messages are time sensitive or make use of our online platforms. Staff will still be responding to enquiries and Tapestry, albeit with less frequency because they will be teaching through the day.

23. Will extra-curricular clubs run (football club, dance club etc.)?

Not immediately as this brings too many children into contact and mixes the school bubbles although we will be addressing how these clubs can run. Amy 'Dazzle Dance' Burton will be returning to work with Keystage 1 pupils to lead dance as part of the curriculum during lesson time on the playground.

24. Will children and young people be eligible for testing for the virus?

The government advice is:

When settings open to the wider cohort of children and young people, all those children and young people eligible to attend, and members of their households, will have access to testing if they display symptoms of coronavirus. This will enable them to get back into childcare or education, and their parents or carers to get back to work, if the test proves to be negative. To access testing parents will be able to use the 111 online coronavirus service if their child is 5 or over. Parents will be able to call 111 if their child is aged under 5.

In addition, the DFE says that our school will be provided with a small number of home testing kits that can be given to parents collecting a child with symptoms or staff with symptoms, if we think providing one will increase the likelihood of them getting tested.

25. Will teachers and other staff be able to get tested if they have symptoms?

Access to testing is already available to all essential workers. This includes anyone involved in education, childcare or social work – including both public and voluntary sector workers, as well as foster carers. Our staff have used lateral flow testing devices since the 1st February, and will be testing twice per week on full return to school. Results are given after 30 minutes which allows our school to monitor more closely staff who may be asymptomatic.

26. What will happen if a child in the class shows symptoms?

We will follow the Government guidelines set out below.

If anyone becomes unwell with a new, continuous cough or a high temperature in an education or childcare setting, they must be sent home and advised to follow the [COVID-19: guidance for households with possible coronavirus infection guidance](#).

If a child is awaiting collection, they will wait in a safe, socially distanced space in the Interview room with appropriate adult supervision. The window will be opened for ventilation.

27. What happens if there is a confirmed case of coronavirus in school?

We will follow the Government guidance set out below.

When a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 10 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario. Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.

Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 10 days.

As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise schools and other settings on the most appropriate action to take. In some cases, a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.

If school become aware that someone has tested positive, they will contact the [local health protection team](#). This team will also contact school if they become aware that someone at our school has tested positive. The team will carry out a rapid risk assessment to confirm who's been in close contact with the person when they were infectious, and make sure they are asked to self-isolate.

Close contact means:

- Direct close contact - face-to-face contact with an infected person for any length of time, within 1 metre, including:
 - Being coughed on
 - A face-to-face conversation, or
 - Unprotected physical contact (skin-to-skin)
- Proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected person
- Travelling in a small car with an infected person

To help our local health protection team, we will keep a record of pupils and staff in each group, and any close contact that takes place between children and staff. We will not share the names or details of people with coronavirus unless it's essential for protecting others.

28. What happens if there's a possible outbreak?

Process in the event of local outbreaks

If a local area sees a spike in infection rates that is resulting in localised community spread, appropriate authorities will decide which measures to implement to help contain the spread. The Department for Education will be involved in decisions at a local and national level affecting a geographical area, and will support appropriate authorities and individual settings to follow the health advice.

Contingency plans for outbreaks

For individuals or groups of self-isolating pupils, remote education plans should be in place. These should meet the same expectations as those for any pupils who cannot yet attend school at all due to coronavirus (COVID-19). In the event of a local outbreak, the PHE health protection team or local authority may advise a school or number of schools to close temporarily to help control transmission. Schools will also need a contingency plan for this eventuality. This may involve a return to remaining open only for vulnerable children and the children of critical workers, and providing remote education for all other pupils.

Remote education support

Where a class, group or small number of pupils need to self-isolate, or there is a local lockdown requiring pupils to remain at home, the DfE expect schools to have the capacity to offer immediate remote education. Schools are expected to consider how to continue to improve the quality of their existing offer and have a strong contingency plan in place for remote education provision by the end of September. This planning will be particularly important to support a scenario in which the logistical challenges of remote provision are greatest, for example where large numbers of pupils are required to remain at home.

If there are 2 or more cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, PHE will work with our local health protection to decide if additional action is needed. In some cases, the team may recommend that a larger number of other pupils self-isolate as a precautionary measure, such as the whole year group. Whole-school closure will not generally be necessary, but we will adhere to this if our local health protection team advises it. If an outbreak is confirmed, a mobile testing unit.

29. What if another child 'coughs' or 'spits' deliberately in someone else's face?

School will take this very seriously and it will be classed as an assault. We will explain to the child the dangers and consequences of these actions. Parents will be telephoned and may have to come and collect their child resulting in a fixed term exclusion, our behaviour policy has been amended to reflect this.

30. How can I speak to the class teacher if we are socially distancing?

You can contact your child's class teacher through Tapestry (EYFS) or, you can email or phone the office on enquiries@walkley.sheffield.sch.uk who will then pass the message on. It is crucial to keep the one-way system moving and with us all on one site and to create any type of backlog and to lower the risk of transmission to staff

31. What should my child bring to school each day?

We do not want your child to bring anything into school with them other than a lunch box, water bottles, coats and a book bag and packed lunch. We are unable to use cups for those children without water bottles and so if you do not have one please consider saving an empty drinks bottle ready for the start of school that they can use.

32. Can I bring birthday cake into school to celebrate my child's birthday

Unfortunately, under DFE guidance children are not permitted to share food.

Val Sian and the Walkley Team