

# Yelvertoft Primary School

School Lane, Yelvertoft, Northampton, NN6 6LH

Telephone: 01788 822 498

Head Teacher: Mrs Melanie Servent

Chair of Governors: Mr Paul Starkey

Website: [www.yelvertoftprimary.com](http://www.yelvertoftprimary.com)

Dear Parents & Carers,

We are all very much looking forward to welcoming the children back onto the school site on Monday 8<sup>th</sup> March. We are making sure that the classrooms are all set up for the children and the teachers have many exciting activities planned for them with in a safe and secure environment.

The arrangements will be very similar to those, which were put in place for the autumn term. Please read the below carefully as there are some updates from the previous letter. The children will need to bring back the workbooks that the teachers handed out as part of their remote learning over the last term.

We are really looking forward to having all of our children back at school but we must ensure that we follow the guidelines to minimise the risks that are still there as much as we can. The guidance that we have followed can be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/958906/Restricting\\_attendance\\_during\\_the\\_national\\_lockdown\\_schools\\_guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/958906/Restricting_attendance_during_the_national_lockdown_schools_guidance.pdf)

Advice for parents and carers and be found at:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/964120/210223\\_Parents\\_Guidance\\_vF.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964120/210223_Parents_Guidance_vF.pdf)

## Our plan

The children will be in class bubbles in their classrooms throughout the school day. They will have a staggered start to the day with separate drop off and collection points. They will have break-times and lunchtimes at different times to minimise contact between bubbles. Children will not move between bubbles but if it is necessary for staff to move between bubbles, they will follow the hygiene procedures.

We will be re-opening on Monday 8<sup>th</sup> March for all of our pupils. The children and staff will remain in the bubble for the whole day. This will for the safety of the pupils and the staff, limit the number of interactions that your child has with both other children and adults.

## How will we manage risk?

We have put in place proportionate protective measures for children and staff, which also ensure that all pupils receive a high quality education that enables them to thrive and progress. We will be minimising the number of contacts that a pupil has during the school day as part of implementing the system of controls to reduce the risk of transmission.

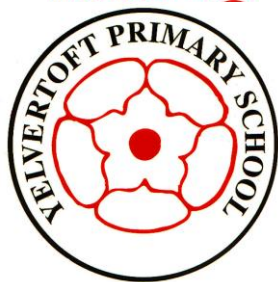
## System of controls

- 1) minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- 2) clean hands thoroughly more often than usual
- 3) ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- 4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
- 5) minimise contact between individuals and maintain social distancing wherever possible
- 6) where necessary, wear appropriate personal protective equipment (PPE)



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- 7) engage with the NHS Test and Trace process
  - 8) manage confirmed cases of coronavirus (COVID-19) amongst the school community
  - 9) contain any outbreak by following local health protection team advice

It is still important to reduce contact between people as much as possible, and we can achieve that and reduce transmission risk by ensuring children and staff only mix in a consistent class bubble that stays away from the other bubbles in school. Our staff take lateral flow tests twice a week in line with national guidance.

We have devised strict protocols and procedures that will apply throughout the school day such as:

- Limiting the number of children in corridor areas at any one time
- Limit the number of children in the toilets at any one time
- Limiting social mixing by remaining in their class bubbles
- Each child in Class 2, 3 & 4 will have their own designated stationery resources for them to use
- Arranging classrooms to have forward facing desks when possible - Class 2, 3 & 4
- Table top activities in Class 1 will be limited to 4 children at each table
- Supervised access to the hand washing facilities
- We will be washing/sanitising the equipment that is shared by the children
- We will be increasing the regularity of cleaning to areas and resources within school during each day, particularly shared areas,
- When it is necessary for staff to move between bubbles they will sanitise their hands before entering and when leaving each bubble.
- There will be no whole school gatherings involving more than one class.

The guidance states that ideally, adults should maintain 2-metre distance from each other, and from children. We know that this is not always possible, particularly when working with younger children, but if adults can do this when circumstances allow that will help. In particular, staff should avoid close face-to-face contact and minimise time spent within 1 metre of anyone. For children old enough, they should also be supported to maintain distance and not touch staff where possible. We recognise that younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group. In Class 1 activities will be set up using the whole classroom space rather than the children remaining on set tables.

## How will my child come into school and be collected at the end of the day?

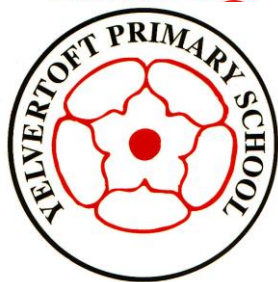
To ensure the safety of everyone on site, the beginning and end of the school day will be staggered. We kindly ask that only one parent drops and collects their child each day. Social Distancing remains in place at all times during drop off and collection: Parents/Carers are expected to leave immediately after drop off and collection. There will be a waiting point in each class drop off area. Please adhere to social distancing while waiting for the teacher to collect the children.

The parents are responsible for supervising their children while waiting at the collection point. No staff will be on duty out in the playground. We suggest that parents wear a face covering when social distancing cannot be maintained and if you need to speak directly to the class teacher. The guidance asks us to remind parents not to gather when collecting their children.



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## Class 1

- We ask that parents enter & exit the premises using the front gate - opposite the school office
- Drop off and collection is in the Key Stage One playground - 8.50am and 3.15pm

## Class 2

- You should enter and exit the premises through the staff carpark.
- Drop off at 8.50am and collect at 3.15pm at the external door to class 2

## Class 3

- We ask that parents enter the premises using the step gate on Key Stage Two playground and exit the premises via the sloped gate on the Key Stage Two playground.
- 8.40am - 3.30pm - Drop off and collection from Class 3 door off Key Stage Two playground.

## Class 4

- We ask that parents enter & exit the premises using the front gate - opposite the school office
- Drop off and collection is via the 2<sup>nd</sup> hall door - if you can wait maintaining social distancing outside the front door, Miss Jones will co-ordinate the drop off and collection as parents arrive.
- Drop off at 8.40am and collection at 3.30pm

If your child arrives at school on the school bus they will be escorted straight to their classroom on arrival. If your child attends breakfast club, they will be escorted to their classrooms at their start times. If your children have different drop off times, please contact the school office if you need to drop off at the same time. We will do our best to accommodate these requests.

## What does my child need to bring to school?

It is still recommended that pupils limit the amount of equipment they bring into school each day but the children can bring in a flat bookbag/wallet with them to school, which can contain their reading book. Please keep these bags as small as possible as they will be kept in the classroom with the children. The new guidance states that books can now be passed between school and home - wiping when possible. Please do not send your child into school with a large bag as this takes up additional space in communal areas. School uniform must be worn. We ask that the children come to school wearing their PE kit on the days that they do PE. These remain the same as in the autumn term. All children will be having a PE lesson on Fridays so will need to come to school in their school PE kit suitable to wear outdoors. We will be serving hot lunches each day. If your child has a packed lunch they will need to bring it in a wipeable container. We ask the children to bring a filled water bottle into school with them each day, this will come home at the end of each day.

## What happens if my child is ill?

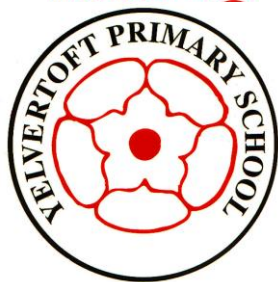
To help us keep our bubbles healthy, we ask that you don't send your child into school if they are unwell. If you or your family displays any of the symptoms outlined in the NHS website linked to Coronavirus, please do not bring your child to school or enter the school site.

The current symptoms are: High temperature; new persistent cough; loss or change of your sense of smell or taste. Please ensure that you ring the school office immediately, if you or a member of your family are displaying any of these symptoms. If your child becomes unwell at school, we will contact you and ask for them to be collected as soon as possible.



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## What happens if my child or a staff member is wearing a mask when they arrive at school?

It is now recommended that staff should wear face coverings in situations where social distancing between adults is not possible for example moving between bubbles in corridors and communal areas and when dealing with an individual who is showing symptoms of Covid-19. Children in primary school do not need to wear a face covering.

As the adults, accompanying children outside, general guidance says that there is no need to wear a face mask.

However, if it makes our families more comfortable to wear one whilst dropping off and picking up, please feel free to do so. If your child wears a face covering for the journey to school, please make sure they know how to remove this safely. Pupils will be reminded not to touch the front of their face covering during use or when removing them. They must wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before heading to their class bubble. Guidance on [safe working in education, childcare and children's social care](#) provides more advice.

## What happens when my child goes into their classroom?

Each child will have their own allocated table and chair but will be sat next to each other facing the front of the classroom. Whilst children within their bubbles may work next to each other social distancing will still be applied when possible. The guidance states that adults in the classroom bubble should still maintain social distancing of 2m from the children. On their table, they will have the equipment needed to support their learning, which will only be used by them. When shared equipment is required, they will be given a set for their table if possible and these will be wiped with antibacterial cleaner after use. If resources are shared between bubbles they will be rotated every 72 hours to reduce germs being passed. For children old enough, they will be supported to maintain distance and not touch staff and their peers where possible. This will not be possible for the youngest children and some children with complex needs.

Guidance states that schools doing this where they can, and even doing this some of the time, will help.

We will do our best to make sure that your child feels safe and secure in the classroom.

## How will my child have their snack and go out to play?

The children will remain with their class bubble throughout break time/lunchtime and will have some time to play outside. Their teachers will encourage them to play games that support distancing rules as much as possible. Each class bubble will have their own set of resources to use in the playground and for PE lessons.

## How will my child have their lunch?

They will eat their lunch in the learning space within their class bubble. Our hot lunches will be available and if your child has ordered a hot lunch this will be delivered to the classroom bubble. The children will be supervised during the lunch hour by our lunchtime supervisors.

## What will my child be doing in school?

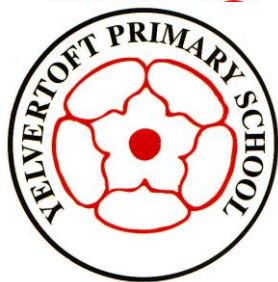
We are very mindful that the children have not had 'normal' lessons for a while, and so we have many wellbeing activities alongside our lessons to make sure that our children are comfortable and ready to learn. We will be teaching a broad and balanced curriculum but will focus on gaps in learning and prioritise subjects for the rest of this academic year. We will continue to focus on mental health and well-being throughout this time. The normal school curriculum content will be resumed at the beginning of the new academic year in September.



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Their class teachers will continue to use Google classrooms to set homework and this will be used for remote learning if it is necessary for children to self-isolate.

Remote learning will not continue unless we have additional local lockdowns or individual children have to self-isolate following testing and tracing. It is the expectation that all children will return to school.

## Keeping us clean and safe

To ensure that our school is as safe an environment as possible, we have implemented a regular and thorough cleaning schedule. We will be continuing to ask the children to wash their hands at regular intervals throughout the day. The toilets, door handles and surfaces in each learning space will be thoroughly cleaned each day and high use points wiped at lunchtime also.

## Contacting the school

To keep our school environment as safe as possible for both the staff and the children, the school office will not be open to parent drop-ins. If you have any communication that needs to be given to school, please put in the post box on the front railings by the gate. If you would like to speak to a member of staff, please ring the school office or email and we will arrange an appointment for you as soon as possible.

As a school team, our main priority is to ensure the children transition back into school successfully. We will be talking to them lots about the changes to routines in school and working with them closely to support their emotional wellbeing. Our priority as always remains the safety and wellbeing of the pupils and the staff. If in the meantime you have any questions, please do not hesitate to contact me.

Yours sincerely

*MA Servent*

Mrs Mel Servent  
Headteacher



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