



Alfred Street Junior School

Rushden, Northamptonshire NN10 9YS
Web site: www.alfredstreetjunior.org
Email: head@alfredstreet.northants-ecl.gov.uk

Telephone: 01933 353762
Fax: 01933 355955

Headteacher: Mrs K O'Connor
School Business Manager: Mrs Debbie Heffernan

29th May 2020

Dear Parents/Carers

Re: Phased return to school from 2nd June 2020

The Prime Minister has confirmed that the government's five tests are now being met, and based on all the evidence we will now move forward with plans for the wider opening of school. However, our Governing Body have made the decision today to delay the wider opening to Year 6 pupils due to concerns that the 'R' rate has not been lowered and the track and trace system is currently not fully operational. We also have concerns that the local media are reporting a spike in the number of cases in Northamptonshire. We will therefore review the situation on Friday 5th June, with a view of a possible return for Year 6, on Monday 15th June. I will update Year 6 of the situation on Monday 8th June.

Please find below a guide that will outline the return to school for pupils of Critical Workers, Vulnerable pupils and pupils in Year 6, based on the Department for Education's guidance for schools and educational settings. I apologise in advance for the length of this document but it is essential that you read all of the information so that we can work together to minimise the risk to your child and the staff of Alfred Street.

After careful consideration, consultation with staff and governors, and a comprehensive risk assessment procedure, we have decided that a phased return for pupils is our safest option. This will enable us to settle small groups of pupils back into school first and then apply this to other groups. With this in mind, the following dates for returning to school have been agreed as follows:

Children of Critical Workers and Vulnerable children – Tuesday 2nd June 2020 Year 6 – To be confirmed but not before Monday 15th June

All pupils of critical workers who requested provision from the school, have been allocated a place and this will be held until the end of term. We are happy for you to send your child in full time or as and when you require the provision.

Drop off and Collection Arrangements:

We ask that you only send your child if they are feeling well and are symptom free, as we will be unable to care for them in the manner we would normally do if they are feeling unwell. It would be useful if you could take their temperature before sending them to school as this is a symptom of COVID19.

We will extend the drop off and collection time so that parents will be able to maintain social distancing. It is really important that you drop your child off at the allocated time and do not linger after drop off. We would ask that only one parent drops and collects their child, so that we limit the

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number of people on site. There will be signs around the building indicating which entrance/exit children are to use and this will be communicated to you before your child starts. We have allocated times as follows:

Children of Critical Workers and Vulnerable children – 8:45am Year 6 – 9:00am

Please adhere to the following guidance:

- All access gates will be open at 8:45am-9.00am/3.15-3.35pm to allow easier access to the site, then locked for the remainder of the day. Access at any other time will be through the front main gate only
- Please follow the one way system and enter the playground via the large playground gate and exit via the small pedestrian gate on John Street Carpark at the rear of the school
- Parents should not enter site more than 5 minutes before their allocated time slot
- Children will be put into 'Bubble' groups and each group will be allocated an entrance/exit to the school building. These will be confirmed prior to your child starting
- Parents will line their child up on a marker on the playground, any anxious children will have to be comforted by parents as staff will not be able to help assist them entering the school
- Parents must socially distance from other parents while waiting outside at drop off and collection times for everyone's safety
- Parents will have to keep their child/children with them until the staff member indicates to send them into the school
- Parents WILL NOT be allowed to enter any part of the school building, with the exception of the front office lobby, one at a time
- Parents CANNOT approach to speak to staff at the class doors, any messages must be telephoned through to the school office and will be passed on
- If you are late for your drop off time, you will not be permitted entry until after 9:05am once the last group has entered the site safely, this will be through the school office, where you will be expected to wait outside of the building, socially distancing, until a staff member signs your child in.
- If your child wears a face covering or mask for the journey to school, parents will be asked to remove this once inside the school grounds. Place it in a plastic bag and take it home with them (Government guidance does not permit children wearing face coverings in school unless they start to display symptoms of COVID 19 and require isolation)
- Parents are politely asked to not chat at the school gate and to leave as quickly as possible. If you want to speak (and we I appreciate that many of you will not have seen each other for a long time) please do so far, far away from the school grounds! This will help with the next wave of pupils coming in.

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We have also staggered the collection times for your child, as follows:

Children of Critical Workers and Vulnerable children – 3.35pm Year 6 – 3.20pm

The children will be lined up on spots outside their exit on the playground for you to collect them from their spot. We ask that you are on time to collect your child. In an emergency, if you are going to be late collecting please inform the office. We will ask your child to remain in the classroom and you will be informed of the collection arrangement.

Use of Public transport:

If you are required to use public transport to get your child to school, please follow the recommendations for travellers:

- Plan ahead and use a direct route
- Avoid travelling at busy times
- Wash or sanitise your hands before starting your journey
- Maintain 2m apart where possible
- Use a face covering if you can
- Use contactless payment where possible
- Wash or use sanitiser as frequently as possible and at the end of your journey

Please ensure you are familiar with the full guidance found at:

https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers?utm_source=facebook&utm_medium=social&utm_campaign=safetransport&utm_content=plan_your_journey

'Alfo Bubbles':

Pupils will be allocated a small group, or Alfo 'Bubble'. They will remain in their 'Bubble' at all times, this is so that the children only come into contact with a small group of people every time that they are in school. This means that there will be staggered break and lunch times so pupils can access outside space with their 'Bubble'.

Pupils will be encouraged to maintain social distancing whilst in school and on the playground. However, we cannot guarantee that this will be possible as we know children find it hard to keep away from each other. In the classrooms, the furniture has been organised in such a way that we are able to try and keep the children up to 2 metres away from one another. Although the guidance states that classes should be limited to 15, we have measured the class spaces and considered the 2 metre guidance and have laid out tables accordingly. We consider that to properly encourage social distancing of 2 metres, in most classes this would only be accommodating 6-10 pupils.

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Each 'Bubble' will be allocated 2 members of staff that they will remain with until the end of term. We will be largely following the work that is set in the home learning packs whilst in school and there will be an increased opportunity for all pupils to spend time each day outdoors.

Please also be aware that staff in school may wear face coverings if they choose - as scientifically, adults are considered to be more vulnerable than children - so will be given the option.



Break times:

Break times and lunchtimes will be staggered in order to reduce the number of children outside at once. At play and lunch times the children will be allocated a particular area of outdoor space to play in. They will be encouraged to follow the social distancing guidance with staff using the phrase "safe distance." They will be unable to use the play equipment, benches or shelters due to hygiene reasons but will be encouraged to take part in individual activities directed by a member of staff.

Children should bring a healthy snack into school with them as due to staff numbers, we will be unable to provide one during this time.

Lunchtimes:

Dolce are able to provide a selection of meals that will be put into grab bags for your child each day. Please order your meals in the usual way on their online system. Dolce will also provide a meal for children entitled to FSM, again this should be ordered on line. We also request that children bring in a filled water bottle daily that has their name on to use throughout the day.

Should you wish to supply your child with their own packed lunch, please place the lunch in a disposable bag, and ensure that it is clearly named and that the items contained within are things that the children can easily open without adult assistance.

Children will have to remain in their classrooms to eat their lunch with their 'Bubble'. They will be allocated a 20 minute slot to access the outside space with their 'Bubble', during the lunch period.

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Teachers will have a lunchbreak and a lunchtime supervisor or teaching assistant will be allocated to the 'Bubble' group.

Hygiene:

As part of our measures, the school has had a deep clean prior to reopening to further children and all surplus furniture, soft furnishing and anything that cannot be disinfected has been removed or covered. Children will be allocated their own set of equipment to use, e.g. pencil, whiteboard, laptop, they will not be allowed to share or bring in anything from home.

The entire school will be cleaned daily and there will be additional cleaning of hard surfaces throughout the day. There will be cleaning products in the classrooms which will be explained to the children. We may also encourage children to use certain cleaning items such as anti-bac wipes to clean specific items they use or touch. This is part of educating the children about good hygiene and safety. Hand gel will be available but will be used as a second resort to handwashing.

Throughout the day there will be regular opportunities for handwashing and/or using anti-bacterial gel, the minimum expectations will be;

- On entry to school
- If the person coughs or sneezes
- Before and after eating
- Before and after going outside
- After going to the toilet
- Before leaving school

We would ask that your child brings as little as possible with them. They will not need a reading book, bag or reading record. They cannot bring any possessions or toys in from home. All children will be given a named pack of stationery that will be for their use only whilst in school. The children will **not** be allowed to bring school bags into school. They will have a tray for their own resources which will stay at their desk.

Clothing

We request that children wear **clean** clothes to school **each day**. Your child does not need to wear his/her school uniform but is welcome to do so. The government advice is that clothing is washed after every wear on a 60 degree hot wash. They must wear clothes that are practical and suitable for outdoor games and running around, as we will not be getting children changed for any sporting activities we may complete. Your child **must** also bathe or shower daily. We also ask that if it is going to be a sunny day that you apply all day sun cream before they come to school, and provide them with a named sun hat daily.

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First Aid:

If a child injures themselves during the school day, such as a bumped head, cut knee etc. the staff may wear PPE to be able to look after your child safely. Please be reassured that they will be given appropriate care and comfort. Many children are able to be instructed how to care for themselves and an adult may support your child to do this wherever possible in order to limit contact and maintain social distancing.

Illness:

If your child becomes unwell during the school day i.e. they feel sick, have a headache, then we will contact you and ask you to come and collect your child **immediately**. If the member of staff supervising the children in a group 'Bubble' becomes unwell, we may have to close the 'Bubble' until their return, as we are advised not to mix the staff in the 'Bubbles' to avoid contamination of groups.

If a child or adult within a group 'Bubble' shows signs of COVID 19 i.e. they develop a cough, a high temperature or a loss or change to sense of smell or taste, then the unwell person and the entire bubble will be sent home and you will be instructed that they will have to self-isolate for 14 days, **along with your entire household**. If your child displays the symptoms, you will then be required to get your child tested for COVID 19 and inform the school of the outcome. Tests can be booked at <https://www.nhs.uk/conditions/coronavirus-covid-19/>

An unwell child whilst waiting for collection, will be isolated from others in a designated area, and will be asked to wear a disposable mask. Any member of staff supervising them will wear PPE equipment. All adults and children who have been in contact with the child, will wash their hands for the recommended time and the areas the child or adult have been in will be thoroughly cleaned. The following guidance will be used: [Stay at home: guidance for households with possible coronavirus \(COVID-19\) infection](#)

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

It is therefore imperative we have up to date contact numbers and if the school rings, the phone call is answered.

If someone in your household develops symptoms of COVID19, then the entire household will need to isolate and you should not send your child into school unless the person receives a negative test or until your household have isolated for 14 days and are symptom free. In the instance you must inform school and keep us updated.

Confirmed Cases:

If a positive test for Covid-19 is given, the school will inform the Local Authority and the school will follow Public Health Guidance. 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 **will be required** to

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get tested in this scenario. Where the child, or staff member tests negative, they can return to school along with the rest of their 'Bubble' and the fellow household members can end their self-isolation. Where the child, young person or staff member tests positive, the entire group will continue to isolate for 14 days along with their household. ***It is also a possibility that part of the school, or the whole school may have to close for an additional deep clean at any point in this process.***

Provision in school:

For the children who return to school, the staff will spend time explaining the new behaviour expectations regarding social distancing, and also supporting pupil wellbeing to reassure those feeling anxious or worried. The focus for children in school will be on completing the Maths and English tasks from the booklets that are being sent home. We will also build in some time for them to access online learning and the activities in the afternoons will be predominantly topic based. Pupils who remain at home will still be accessing the same learning objectives as those who return to school.

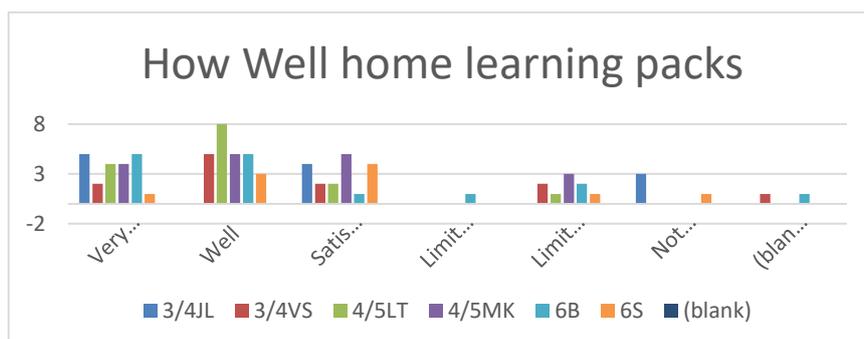
Unfortunately there will be no:

- breakfast club
- assemblies
- after school clubs
- special community events or trips
- parents invited into the school building unless under specific circumstances
- sports day or dance
- Parents' evenings

In addition, we do not have any plans at this stage to welcome any further year groups back, as under the current social distancing guidance, we can only accommodate critical worker pupils, vulnerable pupils and Year 6, due to limited space and staffing levels. We will continue to provide Home School Learning opportunities for those who are not attending school.

Home Learning Provision:

From our parent survey, of which we received 81 responses (67%), 80% of parents were happy with the learning packs that we have been sending.



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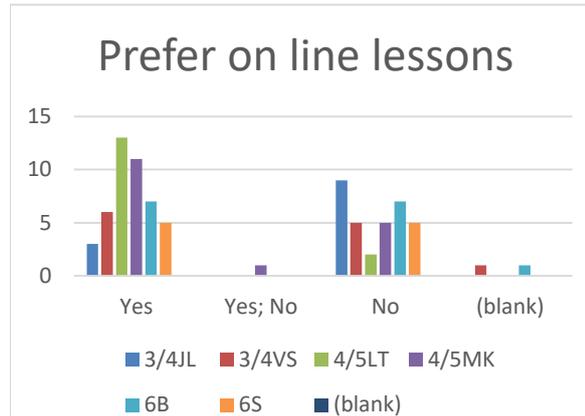
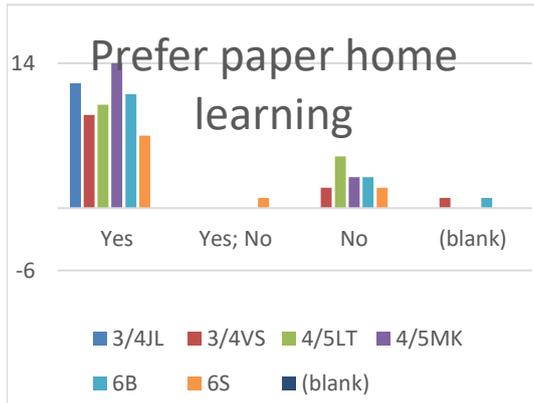
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33% of parents reported that their child has to share a device or their child does not have access to a device. 55% of parents said they would like access to online lessons



With this information in mind, we have made the decision to continue to provide paper home learning packs which will be available the week commencing 1st June. They will also be available on the website along with the answers (website only), as some parents commented that they would find this useful.

In addition, we would encourage your child to access Math Shed, Spelling Shed and Purple Mash at least once a week, if they have access to a device. We will also endeavour to sign post you weekly to some suitable online lessons that are being delivered by the Oak Academy for each year group. This will be posted on our website weekly. We will also contact parents of children with SEND needs to sign post them to suitable alternatives. However, we will only be able to do this if the teachers are all fit and able. In addition, we will continue to share with you any further activities that your child might find enjoyable via our website in the **Learning Section** in the **Covid 19 Home Learning Resource** and via ParentApps.

Children will also be able to continue to 'blog' (write comments) to their classmates and teachers via Purple Mash. We ask that you please bear with staff though, as they will not necessarily be able to respond as quickly to enquiries as they may be supervising groups during the day, and it may not always be your child's class teacher that responds.

We will also continue to call all families weekly who are not attending school, so that we can stay in touch with you and your child and offer any support that you may need. Please note that some staff are currently shielding and may make these phone calls from home, so the number may be withheld. If you would like someone to contact you at an alternative time, please do not hesitate to call the office to arrange for a member of staff to make contact.

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Year 6 Transition:

Unfortunately, our usual Year 6 transition arrangements will not be able to go ahead this year. Staff from Secondary settings will be unable to visit the school and our pupils at this stage will not be able to visit their new school. The Secondary schools may make contact with pupils and parents directly but if we are sent any transition work or information, we will ensure that this is shared with all pupils. We would also encourage you to explore your child's Secondary School's website, as lots of information can be found on these. We are in the process of arranging memorabilia for your child and will organise a special leaving event for the children to take part in once it safe to do so.

Attendance:

Children who do not attend school will not be fined or penalised for not doing so. It is the decision of the parents, not school, whether you send your child back to school. If you have requested a place but your child is not going to be attending daily, you must keep the office informed.

Behaviour:

We expect all pupils to abide by our behaviour expectations when they are in school. Accompanying this letter is a ***Home School Agreement*** that school, parents/carers and *pupils must agree to adhere to* in order to meet the requirements of our risk assessment and to keep all pupils and staff as safe as possible. This will need to be signed ***before*** pupils are able to attend provision and can be ***signed via the consent form on the ParentApps***. Teachers will also explain the expectations to pupils upon arrival at school and will go through the 'Bubble' rules. Any pupil whose behaviour is deemed as unsafe and is putting others at risk, will be removed and isolated should the member of staff feel it is necessary. Senior leaders may also feel it necessary to withdraw a place and support your child to access learning from home.

Please be aware that as we may need you to come and collect your child at any point during the school day, that you will need to be available to be contacted at all times. If any of your details have changed, you must let us know.

Shielding

Children who have been classed as [clinically extremely vulnerable due to pre-existing medical conditions](#) have been advised to shield. We do not expect people in this category to be attending school, and they will continue to be supported to learn at home as much as possible.

If your child lives in a household with someone who is **extremely** clinically vulnerable, as set out in the [guidance on shielding](#), it is advised they only attend education if stringent social distancing can be adhered to, and if they are able to understand and follow those instructions. We are therefore advising these children not to attend school, and they will continue to be supported to learn at home as much as possible.

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Booking a place for Year 6

In preparation of a possible return of Year 6, we need you to inform us via the ParentApps as to whether you will be keeping your child at home to continue home learning, or if you would like us to allocate them a place in school. This must be completed by **Tuesday 2nd June at 9.00am** so that we can organise the 'Bubbles' and staffing needed. If you have not requested a place by this time, we may not be able to accommodate your child if all of our allocated 'Bubbles' are full. You must also read the **Home School Agreement** and sign the consent form **before your child can attend the provision.**

These measures are all underpinned with the primary aim of keeping your child/children and our staff safe. As you will see, we have planned as far as reasonably possible to put controls in place in school, in order to reduce the risks associated with COVID 19. However, we cannot ensure that it is risk free, so we have tried to provide you with as much information as possible, so you can make informed choices. I also cannot guarantee that your child will not become ill with Covid 19, or any other virus or illness. School staff will undertake social distancing while maintaining their duty of care to all children and fulfilling their duties the best they can under these challenging circumstances.

It is essential that families adhere to the Governments guidance regarding social distancing outside of school, and are maintaining 2 metres distance with people outside of your household. It is also imperative that you and your child/children follow our procedures outlined above and adhere to the Home School Agreement, in order to minimise the risk to the staff and pupils in school

Thank you so much for your patience and understanding. I would advise that you keep this guide handy and refresh yourself with the procedures and details before your child returns to school.

Should you wish to discuss this in more detail or would like to see a copy of our risk assessment, please do not hesitate to contact us via the school office or email head@alfredstreet.northants-ecl.gov.uk.

Kind regards

Mrs K O'Connor
Head Teacher

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