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26th August 2020

Dear Parents and Carers

I hope you are all well and have had a good summer. We are really looking forward to our return to school on Thursday September 3rd. I thought it may be helpful to remind you of the letter I wrote on July 17th with details of what school will look like and how we are planning to ensure everyone's safety is paramount.

If you haven't already sent the [parental agreement](#) back to the school please can you send it in with your son or daughter on the first day. This ensures you are clear on the protocols we have in place in school to create the safest possible environment. Among these is the importance of you being contactable at all times in case your son or daughter is displaying symptoms of COVID-19 and needs to leave the site.

I shared a lengthy document at the end of term with some of the measures we have in place to make the school as safe as possible, and although it is a lengthy document, I thought it may be good for you to keep as a reference if you have questions now or if a situation arises in the future. This is available on the website under the COVID-19 tab and I have included it in this letter. Please do ask if you have any questions about our plans.

I thought it would also be good to remind you that if your son or daughter does display symptoms, you will need to engage with the government test and trace process, so we can establish whether we have had a case in school and gain advice from Public Health England. Details of this can be found on <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>

Finally, we are so pleased to be in a position to welcome our students back to school. You are all sorely missed and we are very excited to see you again in September.

Take care all and thank you.

Best wishes

Lucy Wawrzyniak
Executive Head Teacher



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towards Artsmark
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Mabel Prichard School September opening plans for a safe return

The usual prevention measures apply.

- Do not come on site if you have symptoms

[Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)

Families and staff will be expected to engage with the test and trace process.

Clean hands more often than usual:

We will continue with rigorous hand washing for staff and students that will take place more often than normal. As we have sinks in every classroom, it is possible to do this without sending different classes to toilets any more than is necessary.

Promotion of the 'Catch it, bin it, kill it approach':

- A ready supply of tissues are available in all rooms.
- Pedal bins on hand.
- Face coverings are not recommended except when we are changing or feeding students.

Enhanced cleaning, including cleaning frequently touched surfaces often using detergents and bleach:

- A 2 hourly cleaning schedule takes place throughout the day (We have additional measures to keep the products away from students but also make sure surfaces and toilets are regularly cleaned.)
- Classrooms will have all unnecessary furniture removed and all surfaces will be cleared to improve opportunities for cleaning

Minimise contact between individuals and maintain social distancing wherever possible:

- Social distancing is not possible for the majority of our students, so we focus heavily on personal hygiene and site cleanliness.
- We will not hold assemblies or choir until further notice
- We will have lunch delivered to classrooms and students will eat there.
- There will not be any swimming until further notice.

- Sensory and soft play rooms and outdoor areas will operate a rota system for each class and will be thoroughly cleaned between each class group.
- Students will use their classroom outdoor areas to be outside and have a specific time for a break in the larger areas.
- Students will have their own bubble areas where they will share toilets with one or two other classes and toilets will be cleaned after use.
- We will retain consistency in class groups.

Measures within the classroom

- Increased hygiene protocols are already in place.
- Those who can be supported to maintain a distance will be.
- We have small class sizes, so we are able to give students and staff space.
- We will arrange classrooms so desks are not as close together as usual

Measures for arriving at and leaving the setting

- Early Years and Key stage 1 pupils will be given a staggered start time if their parents bring them in. They will enter via the field gate and through the back door of the classroom.
- Those on transport in primary will be collected and brought in through the hall back door and distancing will be maintained at all times.
- A video demonstrating how this will work will be shared next week.
- Any students or staff choosing to wear masks on their way to school will be supported to remove them safely. Staff have the 'donning and doffing of PPE' video to support this and students must be supported to do the same. Students must be instructed not to touch their face during wearing or when removing them and disposable coverings must be disposed of in a covered bin and reusable face masks must be placed in a plastic bag and sent home for washing.

Other considerations

- We will use social stories and visual aids to support the transition back.
- A record will be kept of all visitors to the school for track and trace purposes.
- We will consider when it is safe and proportionate to reintroduce integration with colleges and other schools.
- We will provide students with their own pack of pens, pencils and other resources and they will not be shared.
- Books and games can be shared within bubbles and cleaned regularly.
- We will consider the cleanability of all resources while not compromising a students' access to their curriculum. Where cleaning or disinfection is not possible, we will restrict its use to one student, or leave it unused for a period of 48 hours and 72 for plastics between use by individuals.
- Outdoor playground equipment will be frequently cleaned.
- Equipment brought on site by students will be limited each day (e.g. lunch boxes, hats, coats and is outlined in the parental agreement.

- PPE will be used for changing and feeding, or if an individual becomes ill with symptoms and 2 metres cannot be maintained.

Response to infection

- We will engage with the NHS track and trace process and inform our local Public Health England health protection team who will risk assess and advise. Staff and families must be prepared to:
 - Book a test if they are displaying symptoms
 - Stay at home if they are displaying symptoms
 - Provide details of anyone they have been in close contact with if they test positive, or if asked by NHS test and trace.
- By the Autumn term, we should be provided with a small number of testing kits on site, so we can speed up the testing process.

Manage confirmed cases of COVID-19 amongst the school and college community.

- We will take swift action where we hear of a positive case when someone has attended.
- We will be guided by our local health protection team.
- We will have records already made of each group and any visitors (specialist teachers, therapists etc.) to aid test and trace.

Contain any outbreak by following local health protection team advice.

- If we have 2 or more confirmed cases within 14 days, or an overall rise in sickness absence where COVID-19 is suspected, we will work with the health protection team to see if additional actions are required.
- Should an outbreak be confirmed by the Director of Public Health, a mobile testing unit may be sent to our school to test anyone who may have been in close contact with any cases.

Transport

- Transport are currently working out which measures to take. We have requested primary and secondary site students are not mixed on transport.

Attendance

- It is now mandatory that all parents send students back to school; however, we completely understand some of you will have well-founded concerns and we will work with you to reassure you of measures we are taking to make school as safe as possible.

Educational Visits

- We have currently risk assessed not to return to these at least for the first half term until we have a sense of the spread of the virus after lockdown.

Extra Curricular Provision

- We are looking to resume after school club after the October half term when we have a sense of the spread of the virus after lockdown.

Curriculum Focus

- We will focus on recovering the most important parts of the curriculum and supporting our students in their transition back to school.

Additional risk

- There may be additional risk of infection from singing, chanting or playing wind or brass instruments so we will not be holding any of these activities. We are likely to continue choir virtually in small well spaced groups.

Physical Activity

- Pupils will need consistent groups and sports equipment should be thoroughly cleaned between uses. Contact sports will not take place.

Catch up support

- We are eligible for catch up support for our students and we are currently looking at how we can best use this.

Student wellbeing and support

- As always the wellbeing of our students is our priority and we are building this into our curriculum. If you have any concerns about your son or daughter and would like to talk to us, please do get in touch.