



Wednesday 26th August 2020

Dear Parent/Carer

I hope this letter finds you and your families safe and well having enjoyed the summer break. I am sure that you have continued to follow all things COVID related including government guidance and advice for pupils returning to school.

When I wrote to you on 15th July there was the expectation that all pupils should return to school on 2nd September 2020. Whilst there have been changes over the last 6 weeks, this is **not one of them** and we look forward to welcoming all our New York pupils next Wednesday, 2nd September 2020.

- **Returning to school is vital for children's education and wellbeing.**  
(Guidance for full opening of schools, GOV.UK - 7/8/20)
- **Whilst it is not possible to ensure a totally risk free environment the risk to children becoming severely ill from coronavirus is very low.**  
(Guidance for full opening of schools, GOV.UK - 7/8/20)

The information that follows provides parents and carers with the control measures, protocols and actions that we are taking in school to minimise the risk of transmission of coronavirus in school. These protocols and procedures have been put in place using guidance from the Department for Education, Public Health England, North Tyneside Health and Safety Executive and Union bodies. We have also used our experience of welcoming pupils back to school from 1st June 2020 to establish what worked well to maximise pupil and staff safety prior to the summer break.

School operations -

#### **COVID19 Specifics**

- In the first instance pupils who are ill or have COVID19 symptoms should stay at home.
- Pupils or adults living with someone who has COVID19 symptoms should stay at home
- Anyone who has tested positive for COVID19 should stay at home
- Self-isolation is 10 days from the day of symptom development
- Other household members should self-isolate for 14 days from when the symptomatic person first developed symptoms.
- We have strict protocols for any pupil or adult who develops COVID19 symptoms during the day and will engage with the NHS Test and Trace process. Tests can be booked online ([www.nhs.uk](http://www.nhs.uk)) or ordered via NHS 119. School will be provided with a number of home testing kits to give to parents of symptomatic pupils.

#### **Hygiene**

- All classrooms, entry points and corridors have provision of hand sanitisers and all pupils and staff will adopt a robust and regularly hand washing routine throughout the day. Pupils will wash their hands upon arrival in school and at regular points during the school day.

- Catch it, Bin it, Kill it will continue to be promoted and posters displayed. Specific 'tissue bins' are allocated to each classroom.
- Strict toilet protocols will remain in place with all pupils adopting the lego block system where only one pupil at a time accesses the toilet.
- We will continue with the enhanced cleaning arrangements where a member of cleaning staff remains in school throughout the day to regularly clean all areas of school particularly toilets and corridors. Recommended products will be used
- School staff will ensure that all surfaces are cleaned regularly throughout the day using recommended cleaning products.
- Essential pupil resources will be provided on an individual basis to minimise the need to share. These will be cleaned before and after use. Equipment that needs to be shared, such as sport, science and art equipment will be cleaned and sanitised before and after use. Outdoor equipment such as apparatus and outdoor gym will also be cleaned and sanitised between bubble use.
- Personal Protective Equipment is available for staff to use as they feel necessary.

### **Minimising Contact**

- Pupils will be in phased bubbles EYFS, (Reception and Nursery), Key Stage 1,(Year 1 and Year 2), Lower Key Stage 2 (Year 3 and Year 4) Upper Key stage 2, (Year 5 and Year 6). Within these phase bubbles individual year groups will operate within a year group bubble as much as is practicable. No pupil will cross phase bubbles.
- Classrooms have been rearranged to accommodate full pupil return with seating facing forward.
- Classrooms will remain well ventilated with doors and windows open.
- Staggered start times and exit times will be in place.

Pupils and parents were brilliant at accessing school safely and sensibly prior to the summer holiday break. Please refer to the table below for your child's start time and exit time. We are unable to allocate times according to siblings in school.

To minimise risk we urge all parents to ensure pupils arrive and are collected on time.

**Parents must ensure social distancing on the path outside school.**

Year Group	Gate	Entry	Exit
2YO	Double gate	8.45 12.15	11.45 3.15
Nursery	EYFS small	8.30 12.30	11.30 3.30
Reception SH	EYFS Small	8.45	3.00
Reception BK	EYFS Small	9.00	3.15
Year 1 RE	Double gate	8.55	3.20
Year 1 GL	Double gate	8.55	3.20
Year 2 LS	Double gate	9.05	3.30
Year 2 KR	Double gate	9.05	3.30

Year 3 JP/ED	KS2 single gate	8.55	3.20
Year 3 RB	KS2 single gate	8.55	3.20
Year 4 BD	KS2 single gate	9.05	3.30
Year 4 JM	KS2 single gate	9.05	3.30
Year 5 JBo/SM	KS2 single gate	8.55	3.20
Year 6 RB	KS2 single gate	9.05	3.30
Year 6 JG	KS2 single gate	9.05	3.30

- School breaks and lunchtimes will also be staggered. This will also limit possible corridor contact. With the school outdoor area zoned for restricted access to ensure pupils do not mix bubbles.
- Classes have designated routes around school to minimise crossing phase bubbles.
- Some pupils will have their lunch delivered to classrooms, some may eat outside and others will use the school halls. All lunchtimes will be closely supervised by school staff.
- Large pupil gatherings will no longer be possible and school assemblies will be limited by class or year group only.

### **Curriculum and Standards**

- We will continue with our high quality curriculum for all pupils.
- We have protocols ready to resume immediate remote learning for pupils should lockdown be required. This learning will be integral to pupil continued learning.
- Outdoor learning will be a key part of the school curriculum.
- Outdoor sports will be prioritised
- Catch up and wellbeing support will be provided for pupils.
- Pupils will be supported in all new and extended protocols to ensure maximising safety for all.
- Behaviour expectations remain high and our mission of '***Come as You Are, Leave at Your Best***' remains

### **Extra Information**

- Pupils who choose to arrive in school wearing a face mask will be allocated an individual sealed bag to store the mask in upon removal. Pupils will then be guided to wash their hands.
- Pupils may bring their own packed lunch to school ideally in a box which will be wiped/sanitised. Class packed lunches will be stored within allocated fridges.
- Any medication can be handed to school staff in a sealed labelled bag to be securely stored in the school office. Signed paperwork can be completed at the school gate.
- PE kits can be brought into school and will remain in classrooms.
- School uniform must be worn but, plain dark joggers without designer logos can be worn where school trousers are in the wash. Dark/Black shoes and or plain black trainers are permitted footwear.

- Pupils are limited to what they can bring into school. Essentials include lunch box, outdoor clothing and books (in book bags). Bags will be wiped upon entry and exit.
- Older pupils are permitted to bring a mobile phone to school for safeguarding purposes. These will be wiped and placed in a named individual bag and stored securely.
- Parents will not be permitted on the school site. Parents can make an appointment to meet with staff as required.
- The government advises against residential educational visits. This has implications for Robinwood and I will notify parents of the details within the first week of return.
- There will be no Breakfast Club operating for the first 2 weeks of school. After this we hope to resume this free provision and will notify parents of how it will work.
- We hope to commence some extra curricular clubs in week three of our return.
- A summary of the school COVID risk assessment will be provided on the school website from 1st September 2020.

School will feel a little different for many pupils but we remain the happy, caring school team that our pupils know and respect. I am well aware that this is an anxious time for some parents and I want to reassure you that the measures we have put in place aim to minimise the risk to our pupils, staff and community. Please feel free to discuss any concerns you may have with Jackie Wilbraham, our Learning Mentor, who will be able to provide reassurances.

As always I am happy to discuss any queries with you. It is a parents' duty to ensure that their child attends school and we are looking forward to welcoming pupils back into New York Primary School.

Regards



Mrs J Shaw  
Headteacher  
New York Primary School