



22nd July 2020

Dear families,

Firstly, I would like to thank you for the overwhelming support you have shown towards the school over recent months - it is greatly appreciated.

I am writing to outline the arrangements that we are making from September onwards to enable us to reopen the school to all children. Whilst there are many changes to the day-to-day running of the school, much of school life remains the same and will feel very familiar to children. We are confident that the vast majority of children will quickly adapt and settle back into school life and we have a range of support available for children upon their return.

I acknowledge the fact that this letter is lengthy but I want to provide you with enough detail to answer any questions you and your child(ren) may have about school from September onwards. It is important to note that I am expecting further guidance to be released over the summer holiday and therefore the plans detailed below are subject to change. For this reason, we have had to alter the date of one of our planned INSET days to Thursday 3rd September. **This means children from Year 1 - Year 6 return to school on Friday 4th September and children in Nursery will return on Monday 7th September.** Families with children starting in Reception class have been sent a separate letter detailing their transition arrangements.

Please keep a copy of this letter to refer back to should you need it. If you have any comments, questions or concerns please don't hesitate to get in contact with me.

I hope that you all have a wonderful summer holiday.

Very best wishes,

Mark Lloyd

Headteacher

Section 1: Prevention

Symptoms

In order to reduce the possible spread of coronavirus, **it is essential that people who are ill stay at home**. The NHS list the main symptoms as:

1. a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
2. a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
3. a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

If you have any of these symptoms, you must not attend school and you should arrange for a coronavirus test.

What happens if a child or staff member becomes unwell at school?

If anyone in the school becomes unwell with any of the symptoms above, they must be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus infection](#)', which sets out they must self isolate for at least 7 days and should arrange to [have a test](#). Other members of their household (including any sibling) should self-isolate for 14 days from when the symptomatic person first had symptoms.

Testing

If anyone in your household is being tested for coronavirus, it is really important that you contact school to inform us as soon as possible.

Handwashing

All staff and children must wash their hands on arrival and frequently throughout the day. 70% alcohol hand gel is located around the school and can be used when soap and water are not easily accessible - for example when outside. Younger children will be given additional support to wash their hands.

Children and staff need to wash their hands:

- Before leaving home
- On arrival at school
- After using the toilet
- After breaks and sporting activities
- Before food preparation
- Before eating any food, including snacks

- Before leaving school
- When they change rooms

Children will also be encouraged not to touch their mouth, eyes and nose.

Respiratory hygiene

All staff and children must practise good respiratory hygiene by using 'Catch it, Bin it, Kill it'. Tissues will be readily available in all rooms to support this.

Enhanced Cleaning Arrangements

During the summer holidays, the cleaning team will be carrying out a deep clean of the school. When children return in September, we will continue with our increased cleaning schedule and one of the cleaners will regularly empty bins and clean communal areas (such as the toilets) throughout the school day. Teachers and teaching assistants will also continue to disinfect frequently touched surfaces on a regular basis. In addition the cleaners will also use a fogging machine to disinfect classrooms.

Test and Trace

All visitors will be required to sign in at the school office. Contact details will be obtained at this point so that school can actively engage with NHS Test and Trace. All contact details for pupils, parents and staff are already held centrally in the school office.

Reducing the number of contacts

Goonhavern Primary School is taking a range of measures to reduce the number of contacts as far as reasonably possible. These are detailed below:

Bubbles

To minimise the possible spread of infection, we will be reducing the contacts between individuals by forming consistent groups of children, often referred to as 'bubbles'. Children will form a 'bubble' with the other children in their year group. All children will have access to their own allocated outdoor space that can be used throughout the day and for lunchtimes and playtimes.

New Lunchtime Arrangements

Nursery-aged children will continue to eat their lunch in the nursery and no additional adjustments will be made. Children in Reception Class will have their own allocated time for eating their lunch in the school hall and they will have their own allocated time to play on the infant playground. Children in Year 1 and Year 2 will share the school hall and infant playground. These spaces will be divided in half so that each group can remain separate. Children in Key Stage 2 will have the option of take-away style hot food or a packed lunch. Children who opt for school lunch will have their food served in a disposable take-away container with wooden cutlery. Weather permitting, children will eat their meals outside (in

their own designated area). In the event of bad weather, children will have the option of eating in the classroom or in a new marquee that we aim to have in place in September.

Staggered Playtimes

For children in Nursery and Reception, play is a crucial part of the curriculum and is integrated into the school day and, for this reason, there are no specific playtimes. For Children in Year 1 - Year 6 we will be having staggered playtimes.

Staggered Opening and Closing

Our aim is to reduce the number of contacts between families at drop off and pick up times whilst still providing a full education entitlement for children. For this reason we will be slightly amending school start/finish times. Please drop your child off to their external classroom door between 8.40am and 9.00am. Please then collect your child from their classroom between 3.00pm and 3.20pm. Please do not arrive before 8.40am as we do not want parents to congregate outside the classrooms. In addition, we politely request that you make a conscious effort to leave school grounds as soon as you drop your child(ren) off, again with the aim of reducing the number of contacts between families.

Unfortunately, parents are not able to enter the classrooms or school until further notice.

Communication

In September we will have to continue to suspend our open door policy. If you would like to speak to a member of staff, please email secretary@goonhavern.cornwall.sch.uk and we will happily arrange a telephone appointment with the most appropriate member of staff. Some face-to-face meetings can take place from September but these are limited and will be at the headteacher's discretion.

Toilets

Children in Nursery, Reception, Year 1 and Year 2 will all have their own allocated toilets. Adults in these classes will support children to ensure they have washed their hands with soap and warm water for at least 20 seconds.

Children in Key Stage 2 will be sharing toilets. New 'vacant/in use' signs have been added to the toilets and only one child will be permitted to use the toilet at any one time. Children will be reminded each time they go to the toilet to wash their hands thoroughly.

Music Lessons

Rocksteady and some peripatetic music lessons will continue in September. Unfortunately, wind and brass lessons will not take place until further notice. If you currently have brass lessons with Tamsin Carter, she will continue to offer online lessons. If you have any questions about music lessons in school, please contact Miss Gurney directly.

Guidance also states that singing in large groups such as school choirs or assemblies should not take place.

What does my child need to bring to school?

Children only need to bring the essentials into school each day. These include: packed lunch, drinks bottle, school bag, reading book, coat, hat etc. Children are not permitted to bring other items from home into school. In particular, parents should ensure children do not bring in toys.

Classroom Changes and Resources

In order to adhere to the guidance, children in Year 2 - Year 6 will sit side-by-side with forward facing desks rather than facing each other or sitting side on. The school will also provide each child (Year 1 - Year 6) with their own pencil case containing all the stationery they need. This will be personal to each child and can be kept on their tables. Nursery and Reception children will be able to access a wide-range of resources. Classroom based resources, such as those used in the Early Years, books or games can be shared within bubbles. These resources will be cleaned regularly, along with other frequently touched surfaces. When resources are shared from one bubble to another, they will be cleaned or they will be stored for 48 hours (72 hours for plastic).

Social Distancing

As we are all aware, social distancing in a primary school or nursery environment is very challenging, especially for younger children, however, we will be encouraging children from Year 2 upwards to be aware of social distancing and make an effort to socially distance from staff where this is possible.

Government guidelines state: '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.' However, guidance also encourages staff to avoid close face-to-face contact and minimise time spent within 1 metre of children.

Section 2: School Operations

School Attendance

Government guidance states that: 'It is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development. School attendance will therefore be mandatory again from the beginning of the autumn term.'

We understand that for some families, this will be a challenge and we encourage you to get in touch with us if you have any concerns about returning to school in September.

Wraparound Care

Wraparound care will reopen in September, with some changes to allow the club to operate as safely as possible.

- **We ask that you only use the club if you really need to, for example if you require childcare to enable you to be able to work.**
- We are temporarily capping the maximum number of children at 15.
- Priority will be given to families that book in advance.
- There will be a new one-way system. Please continue to drop children off at the library, entering through the link corridor as usual. Please then exit through the main school entrance.
- A handwashing station will be set up at the entrance - please ensure hands are sanitised upon entry.
- Please make a conscious effort to avoid staying in school any longer than necessary.

PE lessons and Extra-curricular clubs

We recognise how important PE is for children's physical and mental wellbeing and PE lessons will continue in the autumn term, however contact sports and swimming lessons will not take place until further notice. We also aim to be able to provide a limited number of after-school clubs in the autumn term. In order for us to do this, children will need to remain in their 'bubbles' and therefore this will reduce our capacity to offer a variety of clubs to all children. Further information about extra-curricular clubs will be shared in September. Where possible, outdoor sports will be prioritised.

Uniform

We are returning to full school uniform in September. Details of the uniform policy can be found on our website. If you are experiencing any financial difficulties in relation to purchasing school uniform, please contact Mr Lloyd via the secretary's email address. Guidance states that uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.

Children with a Special Educational Need

If your child has a special educational need and you are worried about September, please contact Mrs van der Hoven directly to discuss this further. From September, Mrs van der Hoven will have additional time to offer support to children and families.

Children with an Education Health Care Plan (EHCP)

If your child has an EHCP, Mrs van der Hoven will be in touch with you to discuss returning to school. We anticipate further guidance to be released over the summer holidays but in the meantime we are really keen to offer any additional support that will help to prepare children with EHCPs to feel confident about returning to school. If your child would benefit from visiting school before children return, to see their new classroom and to discuss the changes

to the school day with a member of staff, please email Mrs van der Hoven and we will arrange a date and a time for this to take place.

Volunteers and peripatetic teachers

From September, we will welcome back specialist teachers (such as french teachers and music teachers). These members of staff will follow our school risk assessments and have also produced their own risk assessments to further reduce any risks.

We look forward to welcoming back volunteers after October half-term as we would like to have all our new systems in place before welcoming back any additional adults into school.

Change of inset days

We sincerely apologise for the short notice, but we have had to make a change to our planned INSET days. Thursday 3rd September 2020 will now be an INSET day so that staff can meet to discuss and implement any guidance that is released over the summer holidays.

Next year's INSET dates are:

1. September 3rd 2020
2. November 2nd 2020
3. January 4th 2021
4. April 1st 2021
5. June 11th 2021

Educational Visits

In the autumn term, schools can resume non-overnight domestic educational visits but guidance advises against overnight stays. Year 3 and Year 4 camp and the annual Year 6 Birmingham trip are unlikely to take place on the planned days.

We are currently liaising with Nine Ashes Scout Camp to determine whether we can take part in day trips for the Year 3 and Year 4 camp as an alternative and we will update you with further information when we return to school after the summer holidays. We are optimistic that the Birmingham trip will take place later on in the year and we will update you with more information when it becomes available.

Section 3: Curriculum, behaviour and pastoral support

Curriculum

Children throughout the school will continue to receive a broad and balanced curriculum when they return in September. As part of our curriculum, teachers will be planning activities to support children's emotional wellbeing and we will be carefully considering the impact of

the pandemic on individual children. Where appropriate, we will be offering additional emotional support to individuals that have found the last few months particularly challenging or for those children that find it difficult to reintegrate back into school. I encourage parents to share any particular concerns with class teachers in September.

In Nursery and Reception, staff will focus on the prime areas of learning, including: communication and language, personal, social and emotional development and physical development. In addition, for children in Reception, teachers will focus on language development, early reading and mathematics.

Throughout the school, we will also continue to prioritise reading in our curriculum as we know that this supports learning in all curriculum areas.

Parent Support

Jenny Matthews will continue to be available from September to offer support for any families who may need help. The impact of the pandemic has been different for every family and we encourage you to reach out if you need any further support. Jenny can be contacted directly by email (jmatthews@goonhavern.cornwall.sch.uk). From September, Jenny's hours will increase so that she has capacity to work with more families.

Support for Children with Special Educational Needs (SEN)

Laurian van der Hoven, the school's Special Educational Needs Co-ordinator (SENCO), will have additional time from September to offer support for children with SEN. She will no longer be class-based and will therefore be able to offer increased support for individuals and groups of children with SEN. Laurian can be contacted directly via her email address (lvanderhoven@goonhavern.cornwall.sch.uk).

Catch-up Support

You may have seen in the press that schools are being given additional funding to support pupils to 'catch up'. We will be using this funding to employ a temporary qualified teacher to offer additional educational support for individuals and groups of children who have been most affected by school closures.