



Atherton Sacred Heart RC Primary School

Lodge Lane, Hindsford, Atherton M46 9BN

01942 883429

enquiries@admin.athertonsacredheart.wigan.sch.uk

School Re-opening

22nd May, 2020

Dear Parents,

I write in respect to the proposed re-opening of schools. The Government are due to release their update regarding this matter on Thursday, 28th May. With this in mind, all Wigan schools have been advised to plan for a **phased re-opening on the 8th June and not the 1st June** as this allows adequate time for schools to react to the relevant data and guidance (at the moment we are being asked to re-open in June based on today's data and guidance). In three weeks' time (8th June), the data could look very different and this will then affect the guidance.

The plan below, could at any time, be superseded by Government mandating schools to re-open in a more timely or fuller capacity.

As previously stated, plans for the re-opening of schools will differ significantly from each other as we all have different levels of capacity e.g. building size/building work, room sizes, number of rooms, staffing levels, key worker and vulnerable children already accessing school, as well as any ongoing issues etc. This has been the case during school closures i.e. what one school can do, others simply cannot.

On Wednesday, 20th May, members of the Governing Body met the school's Senior Leadership Team (SLT) and Mr Gore to discuss our plan for the phased re-opening of our school. Our decisions and conversations took into account parental and staff responses, the Government's framework and guidance documents, Wigan's risk assessment and external advice from a Health and Safety Manager. Reference was made to the Government's 5 Steps and the need to manage, monitor and control risks and how these will present in our school setting. The main priority was the safety of our children and staff.

When we re-open, **we will (in essence) be splitting the school building in half – Returning class(es) in Key Stage 1 and the Key Workers/Vulnerable in Key Stage 2.** This is one of our many safety measures in place and allows school to monitor and manage the procedures we are implementing to keep the children and staff safe. **The classrooms will look very familiar to the children as will the outdoor spaces.** Before the re-opening commences, soft furnishings and additional chairs only will be removed from the classrooms. This is to expand the space available to us and reduce the number of touchable surfaces (part of the safety measures in place).

Key Workers and Vulnerable Children:

Key Worker and vulnerable children will attend school as usual. We ask, that you drop your child(ren) off between 8.30 am and 8.55 am. This is so that we can have a staggered start to the day. The children will now be based in Key Stage 2, accessing the Y3 or Y5 classrooms and the Key Stage 2 toilets. We ask that collection is either before 2.55pm or from 3.35 pm onwards. This is so that we can limit the number of adults on site at any one time, thus reducing the risks. The children are to come in, as usual, via the Office door and 'Hand Sanitiser' will be applied by the children on entry. There are no real changes for your

children other than they will now be based in KS 2. Entry to the yard and dining hall will be along the KS 2 corridors.

Parents, please follow the one-way signs upon entering and exiting school. During the initial re-opening of school, I ask that you continue to provide a packed lunch for your child. Staff supporting your children will now be working on a bi-weekly rota.

If you are a key worker and are returning to work (e.g education staff who are now back in schools) please contact school (email). We **may** have some capacity to support you during your changing rotas.

Returning Class(es):

In phase 1 (week commencing June 8th and 15th), we plan for **Reception children only** to return to school. **This is in line with the Governments and Local Authority's priority order of returning classes.**

This decision is based **on school's ability to manage, monitor and control the risks within our environment** (including available rooms and staffing capacity) **while taking into account the increased footfall in school.** All 24 children in our Reception Class will be split initially into 3 groups of 8 (mainly ability groupings) and based in the Key Stage 1 department. All 3 classrooms have an external door, so they have direct access to the yard. These will be used at home time when you are collecting your child. Each group will have a different start time, lunchtime and home time. We will inform you which group your child is in, in a separate letter. The children cannot at this time mix with other children in different rooms. We are unable to, at this time, offer Breakfast Club or After School Club provision.

Group 1 – 9.00 am start time with a home time of 3 pm.	(12.25 pm finish on Friday)
Group 2 - 9.15 am start time with a home time of 3.15 pm.	(12.35 pm finish on Friday)
Group 3 - 9.30 am start time with a home time of 3.30 pm.	(12.45 pm finish on Friday)

By reducing the class sizes to 8 for the first 2 weeks, we can help re-integrate the Reception children back into school, minimise contact and help them begin to understand the need to keep their distance from others, as well as, encouraging and monitoring good hand hygiene in the children (Government Guidelines)

Drop Offs and Pick Ups:

Parents will have limited access to the school site and we ask that only 1 parent undertakes the school run (Government guidelines). In the mornings and evenings, we will be operating a one-way system for all. We ask that you adhere to this as this has been designed to ensure that **adults on site are kept safe** and are only on site for a limited time. Again, this is done to reduce, minimise and manage any risks. In the mornings, parents and children, during their designated times, are to walk down the main path from the public pavement. Reception children will then be met at the bottom of the pathway by a member of school staff. The parents can then walk up the car park to exit school. We expect a small number of children may be upset at this point; this is totally understandable so staff will help support your child back into school. This is another reason why we need to stagger the school start time.

The children will be taken into school via the rear doors where hand sanitiser will be applied. From here, they will go to their designated classroom.

At home time, parents may enter the yard and wait outside their designated classroom. Please remember to keep 2m apart and adhere to social distancing rules. The children will be dismissed in a timely manner. On the way out of school, please do not allow the children to play on the tyres or any play equipment as this will affect our staggered timings and consequently more parents will be on site.

We ask that no bags are brought into school from home. Allowed items are: coats, water bottles, sunhat, hand gel or sun cream – labelled please.

Cleaning of school:

During the partial re-opening of school, as we have been doing during school closure, we will be operating our enhanced cleaning routine. Additional cleaning products have been purchased. We have enough to last beyond the summer term. More will be purchased over the coming weeks to ensure our stock levels are maintained. We have also purchased the following items:

- 10 lidded bins – Government guidelines ('Catch it, Bin it, Kill it' message);
- PPE – there are specific times when staff must wear PPE. This is in school ready in case we have a need to wear it. Staff will receive training on how to remove it safely before school re-opens;
- Signage showing the one-way system in place;
- Posters – promoting good hygiene around school;
- Posters to indicate whether the toilets are in use or not.

Toilets:

Before leaving the classroom, the children will sanitise their hands (maintaining good hygiene) so that their hands are clean when they touch the toilet doors. Before leaving the toilets, the children will wash their hands with warm soapy water. This is to ensure that the surfaces they touch are kept clean. Staff will be monitoring that the children are following the rules.

School Kitchen:

The school kitchen will re-open along with school. There will be both a warm and cold option for the children in Reception only. Any utensils needed will be disposable. The children will be able to book their dinner option in the morning when they are in school. If your child usually brings a packed lunch, then this is fine. Please ensure it is in a plastic container or in a disposable bag which can be binned. Schools dinners will be **provided Monday – Friday**.

For this **initial** phase, I ask that the children in the Key Worker/vulnerable group continue bringing in a packed lunch (**all Reception children** will receive a school meal).

Staffing of the 3 groups:

All groups will have a teacher and TA attached to their room during these 2 weeks.

Work / Learning:

The Government guidelines states the following for Reception children:

'The priorities for young children at this time are resocialisation into new style school routines; speaking and listening and regaining momentum in particular with early reading.'

Each school context will vary and needs are likely to be greatest where children have not been able to access remote education consistently. Children who have had limited opportunities for exercise should be encouraged to exert themselves physically, making use of supervised non-touch running games within their group.

Resources for activities such as painting, sticking, cutting, small world play, indoor and outdoor construction activities should be washed before and after use and where possible, children should be discouraged from sharing these.

Children should be taught to wash their hands frequently, but particularly after using large, movable toys. Children should be encouraged where possible not to touch their faces or to put objects in their mouths. Sharing stories, singing and playing outdoor games will help all children to socialise and resetttle into familiar everyday classroom routines.'

School Office:

The school office will still be operating with a limited service with calls being re-directed to Mr Gore at home. Updates and more details to follow.

Phase 2: Week Commencing 22nd June:

Again, we expect Phase 2 to operate for 2 weeks (22nd and 29th June). This will enable school to monitor the procedures in place against an increase in numbers in school. Phase 2 will see Reception moving to 2 groups of 12. At this point, they will have had plenty of practise of keeping their distance from their peers and staff so will then be better placed to manage this in a slightly larger group – managing and controlling risks.

At this point, we plan on bringing Year 1 (11 children) back into school. Again, this follows the Governments and Local Authority's priority order for returning children.

We will be following the same process as above as we will still have 3 groups in our Key Stage 1 Department.

Phase 3: Week Commencing 6th July:

We plan for Year 6 to come into school during the last 2 weeks of term.

Other Classes:

During this phased re-opening of school, please note that **school remains closed** to all other pupils. Staff will be redeployed further, either working with Reception or the Key Worker/Vulnerable groups. Please refer to the newsletter for more information

This plan has been devised following the Government's guidelines and framework and considers the risks associated within our school context and the proposed increase of numbers at each phase.

Thank you for your continued patience and support

Kind Regards

J. McDermott

Mr McDermott