

Dear Parents/Carers,

Thank you all for your patience regarding details about how we are planning to re-open Fountains School. We can now confirm our arrangements for opening on the 2nd June, subject to any further Government announcements on or around 28th May.

In all education settings, preventing the spread of coronavirus involves dealing with direct transmission (for instance, when in close contact with those sneezing and coughing) and indirect transmission (via touching contaminated surfaces). A range of approaches and actions need be employed to do this. Our aim is to ensure that the measures we are taking will help to minimise the risk for our children, families and staff:

- *minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend school*
- *cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered*
- *ensuring good respiratory hygiene - promote the 'catch it, bin it, kill it' approach*
- *cleaning frequently touched surfaces often using standard products*
- *minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times)*

Shielding

Some adults and young people have health conditions that mean they are more likely to get very unwell and might have to go to hospital if they catch coronavirus (COVID-19). These people are described as being clinically extremely vulnerable. **If you are part of this group, the NHS will have sent you or will send you, a letter and/or a text confirming this and should therefore stay at home.**

Clinically vulnerable, meaning you are at higher risk of severe illness from coronavirus, are advised to stay at home as much as possible and, if you do go out, take particular care to minimise contact with others outside your household.

Staffing

To minimise the risk of spreading coronavirus, we are being advised to create 'bubbles' of children and staff who stay together and do not mix with other children and staff from other groups/'bubbles'. Each group has been allocated an adult/s to support them. Those are the only adults that are to directly come in to contact with those children. Due to staff shortages, the Government has said that Teaching Assistants will be required to take small groups and deliver lessons (under the instruction of a class teacher). We do have a high proportion of staff at Fountains who are shielding however this is the timetable we have been able to agree;

	Monday	Tuesday	Wednesday	Thursday	Friday
R 8:45-12:00	Miss Blake	Miss Blake	Miss Blake	Miss Blake	Miss Blake
12:00-2:30	Miss Blake	Miss Blake	Miss Blake	Miss Blake	**
Y1 9:00-12:15	Mrs Matthews	Mrs Matthews	Mrs Wicks	Mrs Wicks	Mrs Wicks
12:15-2:45	Mrs Matthews	Mrs Matthews	Mrs Wicks	Mrs Wicks	**
Y6 9:15-12:30	Mrs Lewis	Mrs Lewis	Mrs Lewis	*	*
12:30-3:00	Mrs Lewis	Mrs Lewis	Mrs Lewis	*	**

*Children of **Key Workers** will be allocated to the most appropriate group. Mrs Acheson will teach key worker's children on a Thursday all day and a Friday morning.

**School will be closed on Friday afternoons as I am required to give all my teaching staff planning and preparation time.

Entry and exit of school and movement within

There will be no large gatherings of adults or children. Where possible, meetings will take place in large spaces (or outside) so that adults can appropriately socially distance. Likewise, there will be no assemblies for children.

School will start at 8.45am for Reception; 9am for Year 1 and 9.15 am for Year 6. (Siblings of R/Y1 children can come into school at the same time to avoid parents having to wait in the playground).

Parents are to be encouraged to walk to school where possible and only one parent will be permitted on the school grounds. Children should line up outside their classrooms. (There will be floor markings to guide you).

Temperature checks will be carried out by staff.

The school day will end at different times for each year group. Reception will be collected from their classrooms at 2.30pm; Year 1 will be collected at 2.45pm; and Year 6 will be collected at 3.00pm. This will ensure that parents do not come in to contact with more people than necessary and it will allow staff time to thoroughly clean classrooms, ready for the children to use the following day.

The playground will be open to parents to briefly wait in before their children are released to them. Whilst parents are waiting, we would appreciate you adhering to social distancing rules.

Teachers will not be available to speak to unless teachers initiate the contact. Teachers must commit their time to ensuring that all children safely leave their care. Parents can contact teachers through the email system if they have queries about the day or they can call to make a phone appointment.

The office may not be staffed. However, parents can obviously still call and receive support over the phone or via email.

Children need to move around school in their small groups and not mix with other children from different groups.

Cleaning and Hygiene

At various intervals, adults will disinfect and clean tables, door handles and equipment. Each class will have their own allotted set of classroom cleaning equipment that will be stored safely within the classrooms.

Adults and children are to wash their hands on entry to school, before break time, after break, before lunch, after lunch, before leaving school, and anytime that they visit the toilet or cough/sneeze in to their hands. Hand sanitisers will be made available in classrooms.

Children will be allowed to go to the toilet as they would do in a normal school day. Each group will be allocated their own toilet space and staff will organise that they go one at a time. They will ensure that children wash their hands afterwards.

Playtimes

Playtimes will be timetabled to ensure that no other groups meet.

Games that encourage distancing and little touch need to be made available to the children. However, each group will have resources from their classrooms or the PE cupboard so that they have dedicated outdoor equipment that is taken out and used exclusively by them. This will then be gathered back in at the end of their break/ lunch time.

Lunchtimes will be timetabled to ensure that no other groups meet. We ask that all children bring their own packed lunch which they will eat in their designated classroom.

Supporting medical needs

If a child in the setting becomes unwell, the existing guidelines will be followed i.e. the child will be removed to a designated isolated space where they can be monitored and supported

until they are collected by their parents or carers. There will also be a designated toilet assigned to children who fall ill. Once the child is collected, both spaces will be thoroughly cleaned by a member of staff wearing both gloves and a mask.

The child should then be tested for coronavirus. If the test is negative the child could return to the setting assuming they are well enough. **If the test is positive, all children and adults within that group should self-isolate for 14 days and not attend the setting. This is why it is so important to not mix with other children and adults outside of your group – it is a protective mechanism. This guidance also applies if an adult presents as unwell and is subsequently tested as positive.**

Learning and Curriculum

Teachers who are leading a group will be responsible for planning the lessons each day. This will follow the structure of a normal day in school. If a TA is leading a group, they will be following the structure and content of the Class Page on the website. Teachers who are working from home currently will now take on the full responsibility for planning the work the children do at home:

Mrs Hebblewhite will prepare the home learning for Nursery and Reception.

Mrs Micklefield will prepare the home learning for children in Year 1 and 2.

Mr Gamble and Miss Vetch will prepare the home learning for children in Year 3 and 4.

Mrs Barker will prepare the home learning for children in Year 5 and 6.

Learning Environment

Staff have worked hard to ensure that the classrooms allow for social distancing where possible; desks spaced two meters apart; each child allocated their own chair and classroom resources. We will make sure the rooms are well ventilated and will plan for timetabled outdoor activities.

All soft furnishings have been removed as have toys and equipment which are difficult to clean. All surfaces have been cleared to help with cleaning surfaces.

For any child returning to school, we will send photographs of what the school looks like to help explain some of the changes.

Uniform

Children will be welcomed back, with or without uniform! At this time of year, we understand that children may have grown out of their uniforms so we are happy for you to send your children in clothes which are easy to clean. They will only need one pair of shoes which they will wear inside and outside.

Sensory needs and separation anxiety.

Staff are aware that a lot of the children haven't left their families for a long while and they might find it difficult to leave them. Teachers will plan settling in activities as the children enter (particularly the younger children) so that they don't feel additionally upset or anxious.

PPE

Government guidance is currently that wearing a face covering or face mask in schools or other education settings is not recommended. Face coverings may be beneficial for short periods indoors where there is a risk of close social contact with people you do not usually meet and where social distancing and other measures cannot be maintained, for example on public transport or in some shops. This does not apply to schools or other education settings. Schools and other education or childcare settings should therefore not require staff, children and learners to wear face coverings. Changing habits, cleaning and hygiene are effective measures in controlling the spread of the virus.

The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others. PPE is only needed:

- if a distance of 2 metres cannot be maintained from any child, young person or other learner displaying coronavirus symptoms

I understand that this is an anxious time for many families. There is still lots of discussions on the news and social media which we are all trying to understand. The school is supported by our Local Authority and there are risk assessments in place which have identified the hazards and planned appropriate actions to help minimise the risks. If you have any questions then please don't hesitate to contact me. It is half term next week but we are open for our key worker families.

It is not compulsory for you to send your children back to school. We will respect and continue to support you and your children working from home. For those parents who have made the decision to send their children back to school, I would be grateful if you could let me know what days you intend to send your child/ren by emailing: headteacher@gfschools.co.uk by the end of Tuesday 26th May.

As new guidance is shared and as we start working in this next phase, we may need to revisit and adjust our timetable.

I would like to take this opportunity to thank you for your continued support, it is much appreciated.

Kind regards,
Pam Acheson