



## **PAGANEL PRIMARY SCHOOL**

SWINFORD ROAD, SELLY OAK, BIRMINGHAM B29 5TG  
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**Headteacher: Mrs B. Gingell**  
**Deputy Headteacher: Mrs V. Shuter**

17<sup>th</sup> July 2020

Dear Parents and Carers,

### **Return to School – September 2020**

We have been working extremely hard at Paganel to create a plan to re-open the school to all our children in September. Attendance from 1<sup>st</sup> September 2020 is compulsory for all children. We recognise that many of you are still concerned about your child returning to school and therefore, we would like to share with you the measures we will be putting into place to make school as safe as we can possibly can, whilst recognising that we cannot remove risks completely in the current climate. The measures we are putting in place are designed to protect all members of our school community and are based on national and local government advice and our own risk assessments.

### **Dates**

The beginning of term is as follows:

<i>Tuesday 1st September</i>	<i>INSET Day</i>
<i>Wednesday 2nd September</i>	<i>INSET Day</i>
<i>Thursday 3rd September</i>	<i>Year 1 to year 6 return</i>

### **Start and end of the day**

We will be staggering arrival times and departure times as follows:

Year 1 8:40 - 8.45 Nursery gate  
Year 2 8.55 – 9:00 Field gate on Paganel Road  
Year 3 8:45 – 8:50 Field gate on Paganel Road  
Year 4 8:50 – 8.55 Swinford Road gate on Paganel Road

Year 5 8:40 – 8:45 Swinford Road pedestrian gate

Year 6 8:30 – 8:35 Swinford Road pedestrian gate

Please note that parents of year 3 to year 6 children will not be allowed on the school site at any time. When dropping your child, you will need to wait near the specified gate, observing social distancing guidelines.

### **Sibling Groups**

If you have children in more than one year group, you will be able to drop them all off at the same time and they will be escorted to their classrooms by a teacher or TA.

Surname A – K 8.25-8.30 Field Gate

Surname L - Z 8.30- 8.35 Field Gate

Please be aware there will be no parent access to school for those dropping sibling groups – children arriving in sibling groups will be met on the playground by class teachers .

Children will be expected to wash/sanitise their hands on entry to school.

### **End of Day**

Year 1- 2 50 pm Nursery gate

Year 2 -3:00 pm Nursery gate

Year 3 – 2.45 pm Field gate on Paganel Road

Year 4 - 2:55 Swinford Road pedestrian gate

Year 5 - 2.55 pm Swinford Road pedestrian gate

Year 6 - 2:45 pm Swinford Road pedestrian gate

Siblings Groups 3.05 Field Gate (children will be released by the field gate)

Please note that parents of year 3 to year 6 children will not be allowed on the school site at any time. When collecting your child, you will need to wait near the specified gate, observing social distancing guidelines.

### **Break and lunchtimes**

Break times and lunchtimes will be staggered. The playgrounds and field will be divided into zones and year groups will be allocated times outside. We will use the field as much as possible at the start of September (weather permitting).

At lunchtime, each year group will remain in their bubble and will eat together, whether they are having a dinner or a packed lunch. Year 5 and 6 will eat in their classrooms. The kitchen will operate as usual serving hot and cold meals.

Unfortunately, to conform to government guidelines, we are limited with resources that children can access outdoors and this will be reviewed in line with guidance.

The children will be required to wash their hands before they eat their lunch and when they come in after break and lunchtime. Please ensure that your child brings a full water bottle in every day.

We will also be encouraging children to use the toilets throughout the day, in order to avoid the usually busy times at break and lunchtimes.

### **Learning**

The children will have their own stationery which the school will provide and which they will keep on their desk. We will be providing children with a reading book, which they can take home. When a book is returned, it will be kept out of circulation for 3 days, before being put back into circulation. Homework grids will be sent home in September and details for submission will be sent in at the start of this half-term.

We will be giving the children time to talk about their experiences during lockdown and will offer any support to those children who require it.

### **Breakfast Club & Extra-Curricular Activities**

Unfortunately, for the first half-term, we will not be able to offer Breakfast Club provision. We understand that this may cause some inconvenience and we will be working hard to get this service up and running safely in time for the second half of Autumn Term.

We will not be running extra-curricular clubs at the start of the Autumn term. As soon as we are able to start running clubs safely again, we will contact you with details.

### **PPE**

Current Government advice is that PPE is not needed in schools for staff or pupils, unless administering first aid. If your child wears PPE on their journey to and from school, they must take it off before entering the school site and put it in a carrier bag in their school bag. They must not put it on again until they leave the school site.

### **Behaviour**

We will continue to have the same high expectations with regards to the behaviour of our children. We have also adapted our behaviour policy to incorporate Covid-19

guidelines and this is available to view on our website. Please be aware that in the interests of the safety and wellbeing of all members of the school community we will take a strong stance if children are refusing to follow the additional rules surrounding COVID-19. We expect the children to be in their school uniform. Please see attached “expectations for September” guidance.

### **Cleaning**

All areas of the school will be cleaned daily following recommended protocols. The toilets will have an additional clean in the middle of the day.

### **Social Distancing**

In schools, the government has prioritised other measures such as good hand and respiratory hygiene in schools over social distancing. In addition, children will stay within their class as much as possible (eg in their zone on the playground). We will not be having whole school assemblies or whole school events such as Celebration assembly. Social distancing will not always be possible within school, we will encourage children to avoid making direct physical contact with each other as much as possible.

### **Handwashing and use of Hand Sanitiser**

Over the summer holiday, we are installing additional hand sanitising stations across school to support handwashing. Children are discouraged from bringing in their own hand sanitiser as we have hand sanitiser in school which can be used under adult supervision. Children will wash / sanitise their hands on arrival in school, after using the toilet and before and after eating and before they leave school at the end of the day.

### **Other measures**

We will not be using the lunch trolleys and will ask children to keep their packed lunch in their bags.

Children will wear sports clothes / PE kit on their PE day. They will remain in these clothes for the whole day. No PE kits will be stored in school.

We will only be allowing essential visitors on site. Any queries to the school office must be via phone or email.

Windows around the school will be left open as much as possible to increase ventilation.

### **If a child is unwell**

If your child is unwell at all, we expect you to keep your child at home. We will be following the most up to date guidance from Public Health England and act accordingly. If a child does become unwell in school with a new continuous cough, a high temperature or loss or change to sense of smell or taste, we will move the child to the Isolation Room (conference room), where they will remain until collected. If a member of staff needs to get close to the child for any reason, they will wear PPE.

When a child or member of staff develops symptoms compatible with coronavirus, they will be sent home and asked to self-isolate for 7 days and get tested for Covid-19 . If the test is positive, all other members of the household need to self-isolate for 14 days. We expect that any child or member of staff who has symptoms is tested for the virus. Where the child or member of staff has a negative test result, they can return to school and members of their household do not need to self-isolate. If this situation arises, of course, we will send you the latest Public Health advice about what to do.

### **Our expectations of you**

We ask that you adhere to the latest government directives with regards to safety measures (social distancing etc). Please refer to <https://www.gov.uk/coronavirus> for the latest advice.

If your child is unwell (not just coronavirus symptoms), please do not send them into school.

Please ensure that your child washes their hands thoroughly before coming to school and when they get home from school every day.

I hope you can see from the measures we are putting in place that we are doing our best to make the school environment as safe as we can and I hope this has provided you with some reassurance.

The plans we have put in place are based on the current guidance. I am sure you can appreciate the national picture could change significantly over the next 6 weeks and this may affect the measures we put into place. I will write to you again at the end of August, to inform you of our final plans for reopening.

If you have any questions or queries, please do not hesitate to contact the school.

Thank you for your ongoing support.

Yours sincerely,

*Mrs Gingell*

Headteacher