

Parent Information Booklet

School Response to Covid-19

Version 1 - June 2020

Dear Parents / Carers

On 3rd June 2020, Welsh Government announced that schools in Wales are to commence increasing operations from 29th June, building up to admitting no more than one third of their usual capacity at any one time.

After receiving responses back from yourselves about sessions and childcare bookings by our deadline, this has enabled us to organise check in and childcare children together into groups of no more than 8 with a teacher in Y1-6. In Reception groups are split between two teachers.

Although your child will not see all of their classmates during their sessions, each group has been structured in a balanced way with the aim of every child having a friend in the group. Each group will be taken by your child's teacher or one who is very familiar to them and in most cases, the teaching assistant who works with the class will also be part of the group.

As you will be aware from previous communications, we have considered a range of views to support our plans and will also be talking to your children for their thoughts and views when they come into school to look ahead towards the Autumn Term.

In addition to continuing to provide essential childcare for critical workers, the purpose of school sessions over these few weeks of the Summer Term will be **'to prepare pupils, staff and parents – mentally, emotionally and practically'** for September. As yet we do not know what our 'new normal' will look like, however, we can make best use of this time to support your child's wellbeing and build on any independent learning skills in readiness for whatever we all face going forward.

The support we have received from yourselves has been overwhelming since March. This has been reflected in the responses we have received for check in sessions, and in the many emails / messages about the communications we have received and care we have shown each other as a school community throughout the pandemic.

Hopefully the booklet will answer any questions that you may have had about how operations at school will work until the end of the Summer Term. As soon as we have any information about September, I can assure you, we will update you.

As this is a dynamic situation that we are dealing with, procedures / content of this booklet may need to be revised as we go along. We will ensure that you are informed of any necessary changes via our free school app / news section on the website.

In the meantime, if you have any other queries about this term, please email mailbox@barkerslane-pri.wrexham.sch.uk and as always we will do our best to resolve them.

We look forward to welcoming your child back into school soon.

Best Wishes

Mrs Edwards

The content of this booklet is informed by Welsh Government Operational Guidance (10/06/20) and the school risk assessment document.

Procedures & Expectations

How do I drop off my child?

- Please walk or use another form of personal transport to bring your child to school. Children and parents / carers **should not** car share with other families.
- All children **must be** accompanied to school by **one** adult only.
- You are advised **not** to bring other children with you wherever possible, however we do understand that this may not be possible for some families.
- There are staggered start times for childcare and check in groups. **Please check dates and times on your text message for check in.**
- **You must be on time.** Please try not come onto the top yard until 5 minutes before your child's start time. Late arrivals **will not** be able to access the school building.
- Gates for entry and exit are clearly demarcated. There is one entrance (top gate by the post box near junction between Barker's Lane and Lisburne Grove) and one exit (middle gate by the steel barrier) for children and parents / carers.
- To ensure social distancing, there are markings 3m apart on the playground for your child/ren to wait with you until they are called from the yard by a member of school staff.
- Arrows indicate where you follow the pathway to exit the yard at the middle gate. We ask that this is done efficiently, please do not wait while your child is going down the steps into the building as this will hold others up.
- Learners will be supervised by school staff from the top yard to the classroom, through designated doorways.
- All children will be supervised washing their hands when they enter school.
- Please **do not** attempt to pass information verbally to school staff at drop off or pick up time. Messages need to be directed to your child's classteacher through Seesaw, by email to the school office on mailbox@barkerslane-pri.wrexham.sch.uk or as a last resort by telephone between 8.30am and 11.30am.



ENTRANCE

Top gate next to post box



EXIT

Middle gate



NO ENTRY

Front gate

Where do I pick up my child at the end of the session?

- All children **must** be collected by **one** adult / over school-age young person.
- The **top gate** is the **entrance** gate to the school grounds and the **middle gate** is the **exit only**.
- To ensure social distancing, you are encouraged to use the markings on the playground to wait for their child.
- Children will come out to the barriered area with a member of school staff. You will need to walk to the yellow barrier to collect your child as staff indicate to you.
- Arrows direct where to walk away to exit the yard at the middle gate.
- Please do not try to pass messages etc to school staff. This should be done via Seesaw /email as above section.
- Parents and children **must not** congregate inside or outside school gates. You are respectfully asked to start your journey home straight away to maintain social distancing.

What if I am late?



- Short windows of 'drop off' time are organised for the safety of all.
- Small numbers of families (no more than 30) should be arriving at any one time so parking will be much easier if you are in a car. Usually we have three times this many!
- Late arrivals will not be able to go into class for the check in session / access childcare as there will be no admittance to the foyer.

Will my child be able to walk to and from school on their own?

- All children must be dropped off and collected by an adult, including Y5&6 pupils.
- No child is to walk to or home from school unaccompanied by an adult.

If my child has a 'check in' on a day they are booked into key worker childcare, can they go?

- You will drop your child off for childcare at 8.45am as normal. They will be supervised to wash their hands and taken to their check in session with their class teacher.
- At the end of the 'check in' session your child will join the childcare group in the school hall and have their packed lunch that they have brought from home.
- They will remain there until they are collected at the end of day.

What if my child or I am unwell **or** display symptoms of Covid-19?



- Children or parents / carers who are feeling unwell **or** displaying Covid-19 symptoms **must not** attend / visit school under any circumstances.
- If your child shows symptoms whilst they are at school, you will be contacted to collect them **immediately**. They will be kept separate in an isolation area during this short time, under supervision by an adult from a safe distance.
- Anyone displaying symptoms should stay at home for seven days.
- Anyone who lives with someone displaying symptoms but remains well should still stay at home for 14 days from the day the first person became ill.
- Once someone suspected or confirmed or with symptoms has been identified, all areas where this person has been will be identified and kept clear. A thorough clean of the area will be arranged.

What does my child need to wear to school?

- Your child can wear their own clothes or school uniform as long as it is clean on that morning.
- Clean clothes must be worn each day.
- Clothing and **footwear need to be suitable for outdoor activity, ideally pumps or trainers** (no flimsy sandals / crocs / heeled shoes) as we will be intending to spend as much time outside as possible.

What does my child need to bring to school?

- A showerproof coat should be brought every day. Your child will also need a cap / hat in sunny weather.
- Sunscreen should be applied before your child comes to school. If they need reapplication during the session, they need to be able to apply this themselves as is our usual school policy.
- Your child also needs a full water bottle and a healthy snack.
- Children attending childcare provision will need a packed lunch.
- **Your child needs to be able to peel / open all snack and items in lunchboxes independently.** This may require you to practise with your child or think about containers that these are put in.

- Children who access childcare provision only are also asked to bring a small pencil case and reading book / device.
- If your child has emergency medication e.g. asthma inhaler, EpiPen, this should be brought to school.

What should my child not bring to school?



- Your child should only bring the above items.
- Children must not bring toys, teddies, drawings, etc from home into the school building.

What shall I do if my child is upset when they arrive or does not want to leave me?

- Our staff will do their best to support you to encourage your child to come in, whilst appropriately social distancing from your child and you.
- For the safety of all, staff will not be able to give their usual hug or cuddle and parents will not be able to come into the school building.
- We will persevere to support you but if your child becomes very distressed, as a last resort, it may be necessary for you to go home and try again the next session.

Can you guarantee that my child will always be able to keep a social distance from others?

- We will be encouraging this and endeavour to do our very best, doing what we can that is practicable, but we cannot guarantee this.
- Classroom areas have been set up to facilitate this with sitting spots on carpet areas and tables / chairs which are 2m apart.
- No more than two children will be allowed into toilet areas at any one time, when moving from indoors to outdoors and vice versa we will be practising leaving an appropriate 'gap or space' and markers have been used around school to support this.
- There will be no unsupervised movement of children around the school building.



Will my child have plenty of opportunities to wash their hands?

- Soap and hot water will be available in all hand washing areas.
- All children and staff will wash their hands:
 - on arrival at and when leaving school
 - before and after handling food
 - before and after handling objects and equipment that may have been used by others
 - where there has been any physical contact
 - after blowing their nose, sneezing or coughing.
- Hand sanitiser is also available in each classroom and will be taken outdoors.



What will my child's class be like and what will they be doing?

- We will be sharing child-friendly booklets and videos on Seesaw to show your child what their class looks like and help them understand some of the new routines.
- Staff will assist the children with their learning as well as provide activities that promote their well-being, physical and creative development.
- The sessions this term will be prioritised to:
 - find out how the children are getting on, what they may need at home to help them and for them to get the opportunity to see some of their friends;
 - understanding new rules and why they are important;
 - give children the chance to discuss, share their thoughts and feelings and reflect on how best to move forward supporting wellbeing and learning;

- to prepare the children for a new normal. Teaching strategies on solving problems, persevering and how to access help for when they are distance learning.
- When they come into school your child will sit on a designated child-friendly mark on floor in Reception and at a designated table from Y1-Y6. At least two metres away from their peers.
- Classes are marked with tape to reinforce social distancing.
- Members of staff within the group will be available to deal with toileting, disinfecting of equipment and to remind pupils of good personal hygiene throughout the school day.
- Learning will be outdoors as much as is practically possible.
- Collective worship will be held within groups indoors / outdoors. No large group gatherings are permitted.
- The children will be provided with clean stationary resources for their personal use throughout the session and items to use in practical experiential learning activities. Equipment is sanitised after use at the end of the session.
- Large equipment e.g. bikes, scooters, etc will be sanitised after use by school staff.
- Any work on paper / in books will be left in school. Your child will photograph any work on an iPad, and it will be uploaded to Seesaw.
- Clean digital devices / paper will be placed in your child's seating area before the start of a session. Devices will be cleaned after children have left. Paper is recycled.
- Teachers will remain in contact with distance learning at a time convenient to the teacher: before, after and during school hours.

Will my child be able to use the toilet when they need to or are there going to be toilet breaks?

- We will be limiting numbers of children who can access the toilets at any time to no more than two. Urinals have been closed and toilet cubicles will be allocated to classes.
- Your child will be able to go to the toilet when they need to. Children will need to ask an adult, who will then check the area and supervise their journey to the bathrooms.
- Your child can independently use the cubicle and wash their hands in a designated sink for their class.
- We will also be having toilet breaks which will be supervised by school staff.
- High-touch points, like flush handles, door locks, taps and soap dispensers will be cleaned more regularly throughout the session / day, as we have done since March.

What if my child does not or other children do not follow the rules?

- Rules will be shared with all children in an age-appropriate way. As parents / carers, you can support with this by talking to your child about social distancing / good respiratory hygiene and the importance of keeping everyone safe. 
- We recognise that some children may not be able to follow safety rules for developmental reasons. We will be discussing this on a case by case basis to risk assess whether every child can access a check in place at this time.
- Where a child makes a choice to break rules which compromise the health and safety of the individual, other children or school staff, parents will be contacted to collect their child and the check in or childcare place will be forfeited.
- If you are concerned that your child may find it difficult to follow rules which may compromise safety, please contact school via mailbox@barkerslane-pri.wrexham.sch.uk to discuss this

What happens at break time?

- There will be staggered break times for all classes which will be closely supervised.
- Social distancing will be encouraged, and we will endeavour to do our best. However, we cannot guarantee this.
- Your child needs to bring their own healthy snack with them to eat in class, which they need to be able to peel or open independently.
- All children will wash their hands before and after eating, and on return from break.

Will there be extra cleaning?

- Cleaning staff will ensure that all surfaces are thoroughly cleaned after the children and staff have gone home.
- Allocated staff will clean surfaces, door handles and equipment throughout the day. Hard surfaces will be cleaned with warm soapy water or normal cleaning products. Particular attention will be given to 'high-touch' areas and surfaces e.g. bathrooms, tables, toys, equipment, door handles, push pads, taps and hand sanitiser / soap dispensers.
- Rooms will be cleaned thoroughly between different groups using the room.
- We have a dedicated pedal bin in each class for tissues which are disposed of safely. All waste is removed daily.
- An additional thorough clean of the school building will take place on Wednesday each week.

What can we I do to prepare my child?

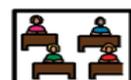
- Talk to your child about how we can keep safe if you have not already. There is lots of support in the Parent Section – Support & Safeguarding, on the school website.
- Teach your child how to sneeze and cough into their elbow or a tissue and dispose of it. 
- Ensure your child knows how to wash and dry their hands thoroughly and independently.
- Practise social distancing through games. We appreciate that this is difficult for very young children, almost impossible. Therefore, use language like 'don't forget, we need a gap or a space'.
- Practise peeling fruit and opening packets / tubs for snack / food stuffs.
- Practise dressing / undressing and turning clothing the right way around with independence.
- Support school by talking to your child about following rules.

What if my child needs first aid?

- If attending to any wounds, etc school staff will use Personal Protective Equipment (PPE) at all times.
- Each class has its own supply of PPE and first aid materials.
- If a child was seriously injured or someone with a medical condition needed to be admitted to hospital, parents would be contacted, and emergency services would be called.
- Staff members are unlikely to be able to accompany a child in an ambulance in the event that a parent / carer cannot get to school in time.

What if my child has a toileting accident or is sick during the session?

- School staff would wear PPE to look after child's needs in these cases at all times.
- As much as possible, with wetting / soiling, your child will be encouraged to be as independent as possible to wipe themselves and change, as per our usual school policy. Spare clothing at school is clean and stored safely. Your child's clothes would be bagged for you to collect.
- If your child has been sick, again our staff will do their best to help them clean up and remove clothing and independently as possible. You would be contacted to collect your child immediately.



Will my child be doing P.E or need their P.E kit?

- We have asked all children to come dressed in suitable clothing or outdoor activity. Ideally pumps / trainers should be worn for footwear. Your child does not need a P.E kit.
- We will be doing physical activities, but these will be a little different to usual P.E and undertaken outside at all times.
- No invasion games or contact sports will be played.
- Any equipment used will be cleaned before and after use.

Will I be able to pop into school to speak to my child's teacher or the school office?



- Face to face access to the school building will not be available for parents.
- There will be **reduced telephone cover between 8.30am and 11.30am** however any parental request / query will need to be directed to your child's teacher via Seesaw or emailed to mailbox@barkerslane-pri.wrexham.sch.uk wherever possible.
- Discussions with teachers will be conducted by telephone or video conference and not within the school building at this time. *We will be reviewing this as we proceed with our plan based on health and safety guidance.*