

Ladysmith Federation

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Dear Parents and Carers,

As you may imagine, we have been busy planning for the return of the children in September and for our new children who will be joining us in Nursery and Reception. We are very excited about the prospect of having all of our children back on site and want to be able to offer a rich curriculum, full of opportunity whilst still keeping the risks associated with coronavirus as low as possible. In order to do this, we have taken account of the guidance issued by Government and the additional safeguards offered by Devon County Council. This has included a Risk Assessment which we will be adding to the school website in due course.

There were a number of key pieces of information that I thought would be good to share with you so that you can be prepared for the start in September. The protective measures that we will be taking fall under two headings: Prevention and Response to any infection. For our systems of control to work effectively, we need your support.

Prevention:

1. *Minimising contact with those who are unwell or who live with someone who is unwell* - we will be asking you to **not attend the school site** if you or a family member has the **symptoms of coronavirus**. We will follow the advice of PHE if there are confirmed cases in the school community.
2. *Cleaning hands thoroughly more often than usual* - we are very used to this routine in school and the children currently on site **wash their hands before coming to school** and on entry to the school building. Then throughout the day.
3. *Use of "Catch-it, Bin-it, Kill-it" to ensure good respiratory hygiene* - we will continue to support the children to learn how to deal with coughs and sneezes and would like your support on this. Our windows will be open to ensure good ventilation and we will be outside as much as possible.
4. *Enhanced cleaning* - this is already in place and is taken very seriously by our whole team.
5. *Minimise contact between individuals and maintain social distancing where possible* - this is where we have made decisions based on the age of our children, the school site and staffing considerations. The following plans are being put in place:
 - o The children are expected to be **back in their school uniform** as there is no longer an expectation that it needs to be washed every day.
 - o Children are **encouraged to walk or cycle to school**. Masks should be worn on public transport but avoided if possible.
 - o We will have a **staggered start** to the day, with children from different classes in each year starting and ending their days at 10 minute intervals. As an Infant school, all children enter the premises with an adult and this means that there are a large number of adults all waiting in one area. We do not think it is appropriate for parents

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to drop their children off at the school gate and think they should be able to bring them to their door into the school for a handover. By staggering the start for classes we can limit the number of people in a small space. The timings are as follows:

- Nursery: 9am – 3pm
 - Squirrel Class (RS): 9.05 – 3.20
 - Rabbit Class (RR): 8.55 – 3.10
 - Hedgehog Class (RH): 8.45 – 3pm
 - Bumblebee Class (1BB): 8.55 – 3.10
 - Dragonfly Class (1D): 8.45 – 3pm
 - Butterfly Class (1B): 9.05 – 3.20
 - Seahorse Class (2S): 9.05 – 3.20
 - Turtle Class (2T): 8.55 – 3.10
 - Dolphin Class (2D): 8.45 – 3pm
- We understand that there may be timing issues for parents with more than one child at this school or across both schools. We will be as understanding of this as possible.
 - At the bottom of this letter is a **map** relating to the gates that you can use for entry and exit. Classes will post videos by early September on Tapestry and Seesaw (where appropriate) for the younger children to help them visualise the entry to school
 - Only **one parent should attend the site** at a time, and should **only enter the building if an appointment has been made**. We understand that young children sometimes need their adult to help them settle, especially early on in the term. We will be mindful of this and do what we can to ensure that children feel comfortable before their parents leave.
 - Children will still be able to interact together inside the building with their classmates and outside with their year groups. **Year groups will not mix or** use the same spaces after each other. This means that children will eat their lunch in their classroom to avoid moving around the building. They will have a **hot free school meal** provided to them in their classroom **or** children will be able to choose to bring **their own packed lunch** if preferred. The lunch break will be shorter than usual which means we can utilise additional teaching time and ensure cleaning routines are maintained.
 - We will use the outside areas as much as possible to allow children to have lots of space. For this reason, it is important that they have the right clothes; **a warm, waterproof coat and wellies** provided. We will encourage children to only use their allocated year group toilets.
 - To limit risk all children will also need **a named water bottle** and **a named bag**, but we ask all parents and children not to bring any unnecessary items into school.
 - PE will still take place but will try and run it outdoors as much as possible. **On the class PE day**, children will be asked to **come to school in PE kit; joggers and trainers, a woolly hat and gloves if cold**. If it is raining, we will split the class into two to enable them to have as much space in the hall as possible.
 - We will risk assess each of the curriculum activities that takes place in a different location to ensure we can minimise risk as much as possible. This includes the Forest School, the computer room, the children's kitchen, the Link room and the Art room.
 - Singing and assemblies are not advised. Year group assemblies may be possible. Our usual offer of **after school clubs will be severely limited**. We may be able to offer some clubs to specific year groups. This has not been confirmed as yet but we will let you know as soon as we know more.
 - **FISH** before and after school club will be available and will be operating from the school canteen where year groups can be kept separate. **See the website for contact details**.
6. *Where necessary, wear PPE* - we will follow guidance and if we are unable to maintain a 2m distance while caring for the child showing COVID symptoms, we will don PPE.

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We have a room to isolate children from others, although be assured, we will make sure that an adult, known to the child, stays with them while they wait to be collected.

Response to any infection:

1. *Engage with the NHS Test and Trace process* - as part of our school community you will need to:
 - **book a test if you are displaying symptoms.** Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit
 - **provide details of anyone you have been in close contact with** if you were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
 - **self-isolate if they have been in close contact** with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)
2. *Manage confirmed cases of coronavirus (COVID-19) amongst the school community* - we will take swift action if we become aware that there has been a case in the community. We will follow the advice of Public Health England in these circumstances.
3. *Contain any outbreak by following local health protection team advice* - we will contact the local health protection team if we are aware that there has been an outbreak in the school community. **You may be asked to self-isolate if this is the case.**

As you can see, there has been much to consider ahead of the 7th September. We hope that these measures will reassure you and that we will see all the most important members of Ladysmith (the children!) return with smiles on their faces. We understand that this may not be the case, and there are many reasons why your child may find it a little more difficult than usual. This is why we have spent time planning a new curriculum for September based on getting to know each other, establishing routines, supporting mental health and learning how to be together again.

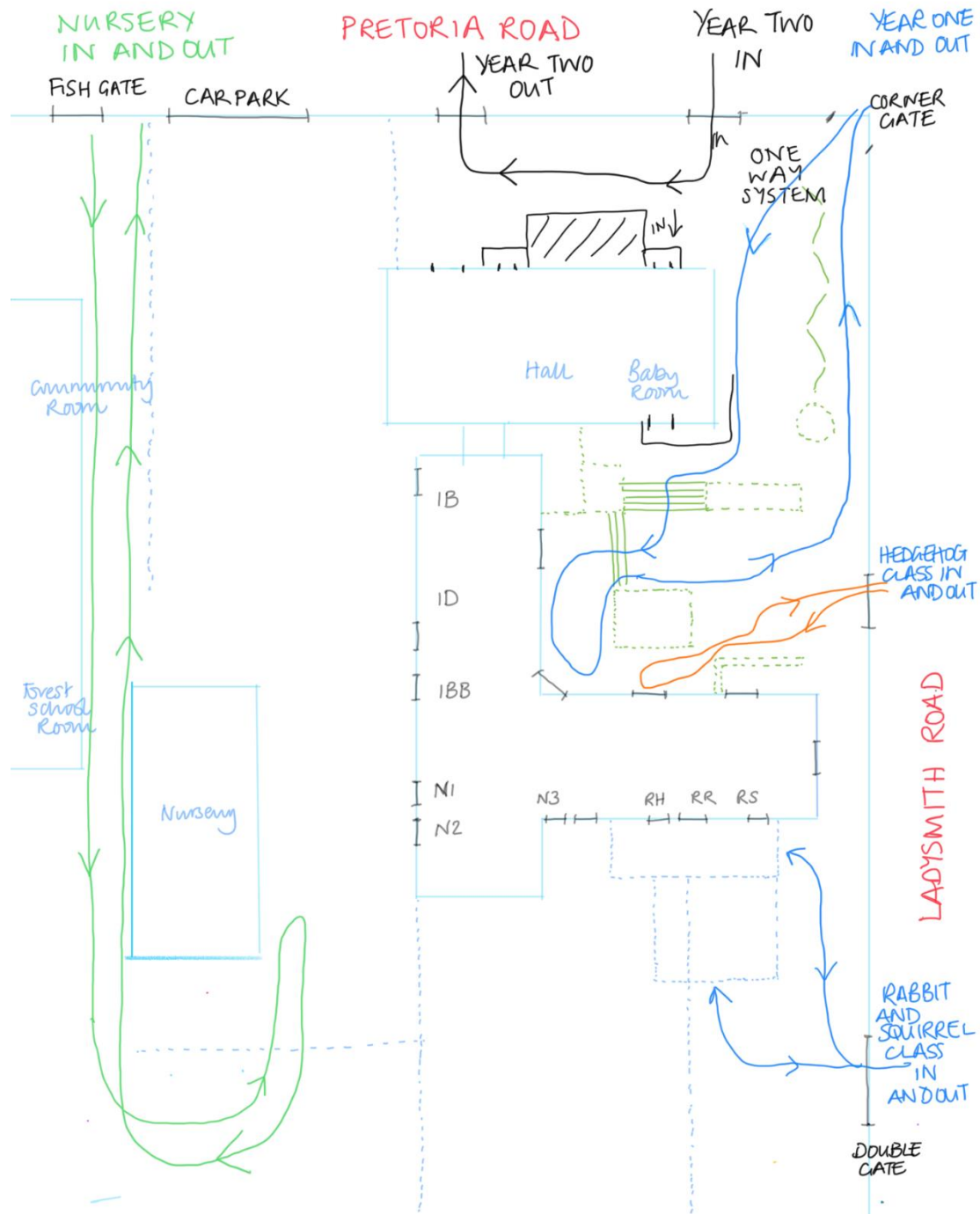
We look forward to seeing you in September, and in the meantime hope you have a good summer.

Kind Regards,

Emma

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School Map to show entrance and exit points for classes



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