



Cockton Hill Infants' School

"Creating Learners for Life."

Cockton Hill Infants' School Protocol Document Expansion of provision

The following plan has been developed by the Senior Leadership Team of the school, in consultation with governors, and aims to meet the guidance from the DfE:

Guidance for parents/carers Published 11th May

<https://www.gov.uk/government/publications/closure-of-educational-settingsinformationfor-parents-and-carers/reopening-schools-and-other-educational-settingsfrom-1-june>

It is subject to change based on further government guidance.

What you need to know

The government has asked us to put a variety of measures in place to ensure that school works towards reducing risk. We cannot guarantee that the school will be free from COVID 19 as some people infected show no symptoms.

- Classes will be divided into smaller teaching groups in order to set up classrooms that support social distancing measures where appropriate and reduce the risk of infection.
- Each group will be led by a familiar member of staff from their year group.
- The group will spend their time at school together in their "bubble" including breaks and lunchtimes.
- Lunches and time outside will be timetabled throughout the day. Each group/bubble will have their own supply of yard equipment. Unfortunately, the children will not be able to use the fixed play equipment on the field during this time.
- Children will need to bring in their own water bottle each day which needs to be taken home to be washed.
- No other resources or items are to be brought to school by pupils from home. No stationery, no bags, not PE kit etc.
- When the children first come to school they will be taught about social distancing, good hand-hygiene, good respiratory-hygiene, in-school routines, expectations and rules associated with this period of return to school in a sensitive manner so as not to overly worry them.
- Children should be encouraged to maintain social distancing as far as is possible and sensitively discouraged from physical contact. There are limitations as to how feasible this is with our very young children.
- The Dfe guidance places high importance on good hand hygiene. School has sufficient supplies of soap and is sourcing hand sanitiser. Children and adults will be required to wash their hands with soap and water at the beginning of the day and throughout the day when feasible. The aim would be to wash their hands with soap and water once every two hours. Hand sanitiser will be used by every member of the group (adult and child) each time they leave the classroom and return to it. Hand sanitiser should also be used following physical or close contact between two people.
- Children do **not** need to wear school uniform, however what they wear should be clean everyday if possible, to avoid contamination. The reason for this is that we are almost at the end of the school

year and some children may have grown out of their school uniform by now.

- Children must wear sensible footwear i.e. trainers, all the time then it means that we can do physical activities whenever possible without the need for them to be bringing and getting changed into PE kit.
- If required sunscreen MUST be applied at home.
- First aid will require contact – this cannot be avoided. Each room to have a small medical kit available. PPE available for first aid in medical room. Following giving first aid, staff must ensure that they clean the surfaces on medical room and ensure that they follow strictly hand washing guidance.
- If your child has an underlying health condition, for example asthma, and you intend sending them back to school, you must seek medical advice first.

When someone is unwell

- If a child presents with a persistent cough and/or a high temperature or loss of sense of smell or taste the child must be sent home as soon as possible or, if this happens at home, the parent/carer must inform school as soon as possible. The child must, under safeguarding guidelines, access a test as soon as possible. Information on how to access a test will be shared with parents/carers and staff. The parent/carer must inform the school as soon as the result are returned. The child must not return to school until the results of the test indicate a negative result. Adults in the family home can also access a test. The whole family must self isolate for 14 days. Children will not be readmitted to school unless they have a negative test result or a 7 day isolation period has expired after they have tested positive and are symptom free.
- If an adult in school presents with a persistent cough and/or a high temperature and/or loss of sense of smell or taste the adult must be sent home immediately or, if this happens at home, the adult must inform a member of the SLT as soon as possible. The adult must access a test as soon as possible. Information on how to access a test will be shared with parents/carers and staff. The adult must inform the school as soon as the result are returned. The adult must not return to school until the results of the test indicate a negative result.
- If any member of the group tests positive from COVID19, then the whole group will need to remain at home for 14 days.

Logistics of the day

- School will open each morning for children on a staggered basis. Please see at the end of the document for expansion on this. This will enable children to be dispersed whilst coming into school.
- The entrance into school yard and exit from it will be manned by members of the Senior Leadership Team.
- Parents will enter the playground to drop off or collect their child via the main gate and ramp then they will leave the yard via the vehicle gate at the bottom of the yard, ensuring social distancing.
- All Nursery children will enter via their own classroom door, Reception children will enter via their own classroom door, we will inform Year 1 and Year 2 parents as the time approaches for them to return to school. Please wait in the yard with your child, socially distanced, until a member of staff collects them.
- Children will leave the school on a staggered basis onto the yard where parents can wait whilst socially distancing.
- When children are brought to and from school this must only be done by ONE appropriate adult from that child's household.
- Parents will not be allowed into the school building during drop off and collections. If parents need to speak to a member of staff in person, they must speak to a member of the SLT who will be in the yard. Parents should continue to use phone and email to speak with the school.

- All classrooms will be deep cleaned at the end of the day.
- There will be no breakfast club or after school club during this period.

Key Worker and Vulnerable care in school

This offer will continue to run in almost the same way it has been carried out previously with key worker children and vulnerable children accessing care from 08:45-15:00 each day apart from Fridays when all children are to be collected by 1pm in order to deep clean the school. Parents of key workers and vulnerable children can drop off and collect their children from the main office. This will only change when their year group returns to school, then they will leave this group and join their classmates. The drop off and collections will be as the rest of the year group.

Possible timetable for groups arriving and leaving school:

Date	Group	Drop off time	Collection time	Entrance/Exit
From 1 st June	Key Worker group	8.45am- 8.50am	2.45pm- 3pm	Main office
From 15 th June	Reception	8.50am – 9am	2.30pm – 2.45pm	Reception classroom door
From 22 nd June	Nursery	9.30am – 9.45am	2.15pm – 2.30pm	Nursery classroom door

Year 1 and Year 2 dates and timings to be confirmed later.

Please note that on Fridays all children will be collected by 1pm so that we are able to complete a deep clean of the school.

It is very important that parents stick to these times to ensure that social distancing measures are adhered to.

Anne Graham

Headteacher

Judith Bainbridge

Chair of Governors