

Egginton Primary School

*Covid-19: Home School Partnership
Guide for the full opening of school*



September 2020

Parents/ Carers will:

- 1) Keep their child at home if they or any of their family members display any symptoms of Covid-19. They will inform school via email or telephone and self-isolate in line with government guidelines. They will get a Covid-19 test at the first available opportunity and inform school of the outcome. If the test outcome is positive, parents and carers will comply with the NHS Test and Trace scheme.**
- 2) Come and collect their child immediately if they are contacted by school in the event of their child displaying Covid-19 symptoms at school. They will then follow the process outlined in point 1 (see above).**
- 3) Keep mobile phones switched on and available at all times in the event of the school needing to make contact.**
- 4) Only send their child or children to school with the minimum equipment advised by school. This includes: a clean sun hat (labelled with child's name), a PE kit (labelled with child's name), a labelled water bottle, sun cream (labelled with child's name) and a lunch box (if they are not having a school dinner). Book bags can be brought in and school reading books exchanged as advised by the class teacher.**
- 5) Ensure their child or children attend school every day in school uniform in line with the Egginton Primary School uniform policy.**
- 6) Ensure only one parent or carer drops their child or children off in the morning at the designated start time for their child's class and follows the procedure outlined by school. This includes:**
 - walking to school or driving and then parking in a non-congested but safe area in the village,**
 - entering through the small wooden gate in the car park,**
 - waiting on an allocated marker in the designated drop off area,**
 - saying goodbye to their child in this designated area and then walking their child through the adjoining metal gate when instructed to by a staff member.**
 - Parents are then instructed to leave immediately via the metal gate adjoining the pavement at the front of school and not stop to congregate outside the school in groups.**
- 7) Ensuring only one parent or carer collects their child at the designated collection time for their child's small group and follows the procedure outlined by the school. This includes:**
 - walking to school or driving and parking in a non-congested but safe area in the village**
 - entering through the small gate in the car park,**
 - waiting on an allocated marker in the designated drop off area,**
 - walking through the small metal gate adjoining the car park when instructed to by staff to greet their child**
 - Parents and their child or children are then instructed to leave immediately via the metal gate adjoining the pavement at the front of school and not stop to congregate outside the school in groups.**

The allocated arrival and collection times are listed below:

Year Group/Small Group	Drop Off time	Collection time
Dove Class (Year 5 and 6 pupils)	8.45am	3.20pm
Trent Class (Year 3 and 4 children)	8.55am	3.10pm
Derwent Class (Reception, Year 1 children and Year 2)	9.05am	3pm

Parents with children in more than one class should drop off and collect all children at the times of their eldest child's group where possible. As part of ongoing risk assessments the timetable may change in due course but parents and carers will be notified of this via Parentmail.

- 8) Only enter school premises in exceptional circumstances if a prior appointment has been agreed by the Headteacher. Correspondence from parents to school should be made by email, telephone or Class Dojo.**
- 9) Encourage their child to be as independent as possible prior to the return to school. This is particularly relevant to Reception and Year 1 children. Examples include ensuring children can tie their own shoe laces, put on their own sun cream, getting changed independently for PE and peel their own fruit.**
- 10) If the weather is hot and sunny, ensure all Reception, Year 1 and Year 2 pupils arrive at school in 'all day sun protection cream.' This is particularly important because learning will often be outside.**
- 11) Reinforce good hygiene practices and messages at home.**
- 12) Explain the new changes in school to their child prior to their return and help to foster a positive attitude to the new way of school life.**

School will:

- 1) Ensure that pupils remain in their class group wherever possible throughout the school day and week and remain 2 metres apart from other school groups.
- 2) Ensure that classrooms and learning areas are arranged to help support social distancing as much as possible. This includes arranging desks and seating arrangements so pupils are forward facing during lessons as much as possible.
- 3) Keep staffing for each class bubble as consistent as possible.
- 4) Ensure that the class remains in the same learning area as much as possible throughout the school day.
- 5) Ensure the school is cleaned methodically, rigorously and efficiently during the school day and at the end of the school day in line with the government guidance for cleaning in non-healthcare settings. Particular cleaning attention will be paid to common contact points including door handles, light switches, taps, toilet handles and hand railings.
- 6) Ensure children wash their hands thoroughly throughout the school day in line with government guidance. This will include on arrival in school, before and after eating, before and after using any shared resources and before leaving school.
- 7) Ensure a staggered drop off and collection time to minimise the mixing of children from different classes and reduce the gatherings of large groups of parents and carers outside school
- 8) Stagger lunch time sittings and ensure pupils remain in designated zones both inside the hall at lunch time and outside on the playground.
- 9) Promote good hygiene throughout the day.
- 10) Reduce the sharing of resources within classes as much as possible.
- 11) Ensure any resources that are shared between classes are rigorously cleaned first before being used by another class.
- 12) Provide each pupil with their own set of commonly used items such as pens, pencils and glue sticks.
- 13) Contact you as soon as possible if your child develops suspected Covid-19 symptoms.
- 14) Work within the government and local authority guidelines to try and keep the school experience as 'normal' as possible.
- 15) Teach a broad and balanced curriculum but also use existing flexibilities in lesson delivery to address any gaps in knowledge, skills and understanding from the previous academic year.
- 16) Keep you informed of any national, regional or local updates relating to school settings in light of the Covid-19 crisis.
- 17) Promote and create a positive, caring and happy learning environment where pupils will strive to 'be all that they can be' despite the current challenges of wider life.

Children will:

- 1) Follow instructions from all adults in schools.**
- 2) Stay with my class throughout the school day and week.**
- 3) Wash my hands thoroughly for 20 seconds with soap and water.**
- 4) Only use the equipment I have been given unless I am told otherwise by an adult.**
- 5) Tell an adult straight away if I feel poorly at all.**
- 6) Stay in my class learning area during lesson times.**
- 7) Stay in my class dining area at lunch time.**
- 8) Stay in my class play area at break times.**
- 9) Put all tissues I use straight in the bin.**
- 10) Keep my hands and feet to myself and respect the personal space and feelings of others.**