



Parent and Carer
COVID 19
Information Booklet and Summary of
School Risk Assessment

Updated for September 2021
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Introduction

Dear parents and carers,

The cooperation of the parent and carer community throughout the Coronavirus COVID-19 pandemic has supported the running of the school and helped to limit, as far as possible, the disturbances to children's education. We thank you again for this. The pandemic continues to affect all aspects of the lives of all people across the whole planet and will potentially continue to do so for some time.

The staff and governors at Stivichall Primary School have a clear, shared understanding of the importance of school and education to children's lives. It is our aim to continue to provide the very best educational experience that we can, as safely as we can, and in following the Government guidelines, for all children to continue to benefit academically, socially and emotionally through coming to school.

The aim of the Parent and Carer Information booklet is to:

- Provide information about the plans and measures we have in place to make this happen
- Explain what we need you to do, as parents and carers, to help make this happen

As previously and since Spring 2020, we have tried to create an Information Booklet which is comprehensive but also accessible. If you feel more information is needed from us, please do ask. Further school documentation related to COVID19 is published on our website. This handbook may need to be updated as time progresses and we will inform you if and when this happens.

Core Principles

We have three core principles as follows:

1. Creating an environment that is as safe as possible for all
2. Focusing on the wellbeing of all
3. Providing the best quality of education we can for all pupils

1 Creating an environment that is as safe as possible for all

All of our plans and all of the measures we have in place for September 2021 are designed to continue to reduce the risk of COVID-19 infection as much as possible, whilst gradually returning to more 'normality' and still functioning within the national and local restrictions. This risk cannot be eliminated completely.

Government guidance gives us a hierarchy of the basic safety guidelines that we will follow:

- Contact to be avoided with anyone with Coronavirus COVID-19 symptoms
- Frequent hand cleaning and good hygiene practices
- Regular cleaning of settings

We already have practices in place to work to everything in the above list, including guidelines for children and staff on how to work together as safely as possible. From the start of September 2021:

- Children will be mixing in indoor spaces within their year group
- Children will be mixing outside within their phase groups (YR, Y1 and Y2, Y3 and Y4, Y5 and Y6)
- Adults mixing between these groups and spaces, but maintaining the good respiratory and hand hygiene that has been embedded since March 2020.

2 Focusing on the wellbeing of all

This means mental health and wellbeing as well as physical wellbeing. We all need to be aware that adults and children alike may be continuing to deal with a range of issues with many of us will find challenging:

- Anxiety over becoming ill (self and others)
- Still getting used to some differences in the 'school' experience
- Getting used to a set of reviewed rules and guidelines

We have in school and out of school support available for children and adults and PSHE / Wellbeing will continue to be at the core of our curriculum approach when we return in September. More than this, it is really important that we continue to keep looking out for and looking after one another.

3 Providing the best quality of education we can for all pupils

We will continue to provide teaching and learning of the broad and wide Stivichall curriculum that covers the requirements of the National Curriculum, and we will continue to focus on wellbeing – social, emotional and personal learning. This is set out in our curriculum document and the Stivichall remote learning plan.

The remainder of this Parent and Carer Information Booklet deals with a range of significant topics one at a time. Many of the sections link and they are not presented in any particular order. We would encourage you to read the whole document carefully to understand how each element fits into the broader picture.

Safeguarding

Safeguarding continues to be at the core of all we do. Our Child Protection Policy is still in place and we are guided by Keeping Children Safe in Education. The school's five Designated Safeguarding Leads (Mrs Ferguson, Mr O'Hara, Miss Hallas, Mrs Fuller and Mrs Whitehouse) continue to fulfil their roles and Safeguarding is a priority for **all** staff throughout school. If you have any concerns, please ask to speak to a DSL.

Handwashing and Hygiene

Handwashing continues to remain a key tool in the fight to reduce the risk of infection. All adults and pupils on site will wash hands regularly with soap and water for a minimum of 20 seconds. Signs around school will serve as a regular reminder and guide for this. We have ensured stocks of soap are high. Paper towels will be available in all toilets to supplement hand driers to ensure all school users can dry their hands thoroughly.

Any child who experiences dry, chapped or uncomfortable skin from frequent washing is advised to seek medical guidance and will be supported by school if they are advised to use alternative soaps etc.

The "Catch it, Bin it, Kill it" message will be a key message in school to support respiratory hygiene and we have plenty of tissues in school with each classroom now having a foot-operated lidded bin.

Children must be encouraged to keep their hands away from their face and to avoid putting fingers or objects in their mouths. We ask that this continues to be reinforced at home.

Anybody displaying any of the symptoms is asked not to enter the school site and to seek medical assistance and to follow the guidance below for 'if you have symptoms'. Please do not put others at risk.

Hand Sanitiser

We have supplies of hand sanitiser in school to supplement handwashing practices. Children can bring their own hand sanitiser if you would like them to but we would ask you to talk to them about how this should be used sensibly. Any hand sanitiser provided by parents needs to be clearly named and must not be shared between children. There will be hand sanitising stations outside each classroom and entrance points to the school building.

Personal Protective Equipment (PPE)

We continue to follow government guidance on the use of Personal Protective Equipment in school. We will continue to encourage the wearing of face coverings by staff and educational visitors in congested areas – e.g. corridors – within the school building.

When face coverings *are* worn, this must be done so following a strict procedure to minimise transmission - Public Health England guidance for putting on and taking off face masks and safe storage is as follows:

- Do not to touch the front of the face covering during use or when removing it
- Wash hands immediately upon arrival in school
- Dispose of temporary face covering in a lidded bin, OR place re-useable face covering in a plastic bag that can be kept with possessions and taken home
- Wash hands again before heading to learning/working space

Emergency Medication and Care Plans

Any child with an Epipen or inhaler will have this in their classroom in a secure cupboard. If their medication has to be stored in a fridge, this will be the nearest possible fridge available. Any care plans relating to medical conditions will also be stored within a child's classroom base. Please contact school if your child has medical needs of which we are not yet aware.

Medicines

School is not obliged to administer medicines to children (e.g. antibiotics or Calpol). However, we typically do because this enables children to attend school when otherwise they may not. Our intention is to continue with this practice.

Forms must be completed to enable us to administer medicine and can be found on the school website ([click here](#) – Page 18 of the Supporting Children with Medical Conditions policy document) and can be completed and emailed into school. If this not possible, parents must visit the school office (following all appropriate guidance) to drop off medicine and complete a form. Any medicine should be clearly named.

It should be clearly noted that any child with any Covid-19 symptoms should not be attempting to use medication to keep them in school.

First Aid

We always have enough first aid trained staff on site. Most first aid will, where possible, be dealt with by staff within year groups. Should more significant first aid be required, a suitably qualified first aider will come to the classroom to collect the child and take them to an appropriate area to be treated or looked after. PPE will be available for first aiders to use should they need it and this will depend on each situation as it arises.

First aiders will be mindful of the need to minimise physical contact but this may be an inevitable part of care and treatment.

Where any staff member suspects a child may have Covid-19 symptoms, we will remove them from their group, ensure they are supported and cared for safely in a designated and prepared space and contact parents immediately.

Children in Reception have to have any first aid reported to (and signed off by) their parents. We still need to follow this guidance. Parents will not be able to sign the book physically so, in each case, we will get in touch to advise you of the incident and ask for acknowledgement by email (a phone call is not enough).

We will contact parents of any age where we have given them first aid that involves a head injury or where we feel you would want to be aware for another reason.

Public transport

If using public transport to travel to/from school, please follow the government guidelines to make this as safe as possible:

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

When adults or children are symptomatic outside of school

Anybody displaying symptoms must follow the government guidelines available here:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

- They need to book a PCR test if they are displaying symptoms
- They must not come to school if they have symptoms
- They should be aware of what steps to take if they, or any member of their household, display symptoms. This includes an understanding of the definitions and mitigating actions to take in relation to the terms **clinically vulnerable** and **clinically extremely vulnerable** should these apply.
- They should let school know when they have booked a test and results when available.

All parents must make sure they are familiar with up to date guidance. **If school becomes aware that guidance is not being followed, we will be in touch.**

When adults or children are symptomatic at school

If a staff member displays symptoms in school, they will leave the site as soon as possible.

If a child displays symptoms, they will be isolated within school as quickly as possible. Parents will be contacted and must come and collect their child as a matter of utmost urgency because of the risks to others. The child will be looked after by an adult but at a safe (2 metre distance) and the adult may be required to wear PPE if the safe distance of at least 2m cannot be maintained. This will be assessed by the adult on a case by case basis as necessary. Thorough cleaning of areas that a symptomatic person has been in will take place before that space is used again.

Testing

Testing is available to all staff, children and members of their households. We can provide support with this if required. We would ask all members of the community to comply with the testing guidelines as outlined in the latest guidance found [here](#):

- Know that all children can be tested including children under 5
- Be willing to provide details to NHS Test and Trace when contacted by them, of anyone they have been in close contact with if they test positive for COVID-19. Test and Trace may also contact school for help in identifying close contacts.
- Self-isolate if they have been in close contact with someone who develops COVID-19 symptoms or with someone who does test positive, **unless** they are under 18 years 6 months or they are fully vaccinated
- Know that tests can be booked online through NHS Test and Trace or ordered by telephone by NHS 119
- Inform school immediately of the results of a test
- If a test is negative, the pupil or staff member can return to school when they feel well enough to do so and other members of their household can stop self-isolating if they have needed to and are well
- If a test is positive, they should follow the stay at home guidance and self-isolate for at least **10 days** from the onset of their symptom (or day of positive result if asymptomatic) and then return to school on the 11th day so long as they are well enough to do so and do not still have a high temperature.

Confirmed and unconfirmed cases

The school continues to follow Public Health England and Local Authority guidelines and follows their advice when there are suspected and confirmed cases of COVID19. This includes the advice around communication to parents. We will continue to communicate as quickly as possible with all parties affected and thank parents and carers again for their understanding and support in actions taken.

Communication of any Positive cases or need to self-isolate

Current guidance (July 2021), is that if/when there are any positive COVID-19 cases within the staff and child community, the school has to contact Public Health England on whose advice we would take the next steps, including identifying which children or staff are classed as 'contacts' and of whom we would be requesting that they take a PCR test. If you are not contacted by the school, then your child has not been classed as an at risk 'contact' and therefore does not need to be tested.

The wider community are encouraged to continue with freely available, non-symptomatic Lateral Flow Testing for children and adults. Details of how and where to get the tests locally in Coventry can be found here:

https://www.coventry.gov.uk/info/1/council_and_democracy/3551/covid-19_coronavirus#rapid

Any necessary communication out to the wider community about COVID-19 cases has to go through the Local Authority – this is checked for GDPR compliance amongst other things. This guidance may change and we will do our best to communicate such changes as promptly as possible.

Outbreak planning

If there are linked positive cases of COVID19 within the school community, we would seek advice from the Local and/or Regional Health Protection Teams in the implementation of our school Outbreak Management Plan, a copy of which will be available in the COVID19 documents area of our school website from the start

of term. Measures to minimize the risk of further transmission/spreading of the virus may include (but not exhaustively): compulsory face coverings for adults in communal areas; reduced bubble sizes; further communication to parents about the need for regular non-symptomatic testing at home; enhancements to the full cleaning regime. Restrictions to school attendance (asking groups to isolate for a set period of time) will only be used as a last resort and in full consultation with the Health Protection Teams and Local Authority.

Cleaning

Our Cleaning Regime follows government guidance. It takes into account the way that the building (and different rooms) are used. Cleaning will be more frequent throughout each school day. All classroom spaces (and other key areas) will have cleaning materials available such that all staff can contribute to regular cleaning of the spaces used.

The Cleaning Regime includes a clear checklist of expectations, including key contact areas to be focused on (e.g. surfaces that are likely to be touched on a regular basis such as tabletops, door handles, taps, toilet flushes and light switches).

Additional cleaning throughout the school day has been built into our schedule with our cleaning contractors.

Mental Wellbeing Support

The mental wellbeing of all people in school is always central to what we do and this has never been more important.

We will be planning specific PSHE work for children to return to but all staff are aware that mental wellbeing is a key focus during every part of every school day. Where children have specific needs, we have in-school support available and we can also refer to external expertise where we need to.

Bereavement

We are keenly aware that many families and their networks may have been directly or indirectly affected by bereavement during the recent period. This could be directly COVID-19 related or otherwise (where the usual process of bereavement will have been affected by social distancing).

Where a child has been affected by bereavement, we would ask parents and carers to please let us know. We can provide and signpost support where this is needed.

Group sizes and organisation

Children will be in their classroom groups for learning as 'normal' and in year group bubbles of up to 90 children (mixed classes will be grouped alongside the year group they are planning with) when using indoor spaces. For outdoor lunchtimes and break times, children will be in phase groups (YR, Y1 and Y2, Y3 and Y4, Y5 and Y6) and be able to socialise with others across their phase.

As previously, some adults will have to move between groups at times. When we do this, we are doing so in the interests of meeting children's educational and pastoral needs and in the knowledge that adults will be better at maintaining social distancing and handwashing / hygiene rules.

Staggering the day and Drop-off and collection

Staggered starts and finishes were removed as of Monday 11th October 2021, following reviews and in-line with local and national guidance. The following is kept as a record of previous staggered timings:

~~Reception children will all start and finish at the same time.—~~

~~Arrival and departure Arrangements~~

~~A one-way system remains with children and one accompanying adult arriving through Coat of Arms Bridge Road gate and leaving through Green Lane—~~

~~Reception classes~~

~~Reception will have a phased return (see Reception Parent information) with the following arrangements from Monday 13th September—~~

~~**Start 8.45** Access through Coat of Arms Bridge Rd gate, walk to Reception playground along the pathway adjacent to the library (as per green arrows in the diagram below), drop off at classroom door, continue across playground and exit via Green Lane. If dropping off older children at a later time, re-enter the site at Coat of Arms Bridge Rd at the correct time. **Finish 2.45** same process as at drop off in the morning. ALL reception children must keep the 8:45am — 2:45pm timings.~~

~~Please note that siblings (Y1 — Y6) of Reception children *can* arrive in the first group (9:00am — 3:00pm) rather than parents having to wait for the two later groups.~~

~~Year 1-6 Full Return from Tuesday 7th September~~

~~Access through Coat of Arms Bridge Rd gate, walk to main playground (as per yellow arrows in the diagram below), drop off opposite classroom door for Y1-4, along the side path around the library for Year 6 and by Upper Phase doors for Year 5. Parents to continue across playground without stopping and exit via Green Lane. The same system is in place at pick up, with Year 6 waiting in the area just after the Japanese Garden. Please note that ideally only one parent or carer should enter the school site. Parents are asked to stay on the playground and not to cross the flowerbeds and to exit the site as promptly as possible.—~~

~~IMPORTANT INFORMATION ABOUT START AND FINISH TIMES~~

~~Pupils with surnames beginning A-G Start 9.00 and finish 3.00pm~~

~~**Siblings (Y1 — Y6) of Reception children *can* arrive at this time**~~

~~Pupils with surnames beginning Gr-M Start 9.10 and finish 3.10pm~~

~~Pupils with surnames beginning N-Z **Start 9.15 and finish 3.15pm**~~

~~For families with different surnames or for childminders who drop off multiple children, as previously, we are happy to agree a time. If you have already told us of a modification to these times, please do continue with your agreed times. It is necessary to limit the families entering and exiting the school site at one time and so we thank you for your ongoing understanding and support. **Punctuality continues to be essential to allow this to work.**~~

~~We will continue to have a one-way system, whilst we await further guidance and see how things go after the initial mixing of the first few weeks of term. All parents and carers, without exception, will walk in through the Coat of Arms Bridge gate and out of the Green Lane gate following a path of marked arrows (see routes below). We appreciate that, as previously this may mean that parents and carers will need to allow more time, but we would ask that you understand the reasons for this inconvenience. At pick-up time, parents will need to wait well away from the school building on marked spots on the large playground with children sent to them when teachers can see they are waiting.—~~

The timings for the school day were shared in newsletters to parents in the lead up to Monday 11th October and area as follows:

Reception classes: Start 9.05 am (classroom doors open from 9am) and Finish 3.10 pm

KS1 and KS2: Start 9.00 (classroom doors open from 8.50) and

Finish 3.20

All gates will be open and the one-way system will cease.

Morning Drop Off

- Gates will open at 8.50am in the morning.
- Reception doors will be open from 9am until 9.05 to allow pupils to flow through, Reception parents without siblings in KS1 or KS2 should not come on site until 9am.
- KS1 and KS2 classroom doors will be open from 8.50 to allow pupils to flow through, all children should be in class for registration at 9am and no later.
- We will not be lining up on the playground and class teachers will not be available for conversations as they will be teaching from 8.50am.
- We ask that parents leave the school site promptly to allow for an efficient start to the day and aiming to reduce congestion on the roads and on the site.
- All gates will be closed soon after 9.05. Anyone arriving after this time is likely to miss registration. Punctuality will be monitored. Children must report to the school office if arriving late.

Afternoon Pick Up

- Gates will open for Reception parents only at 3.10; all other parents are asked to wait until 3.20 before coming on site.
- Reception pupils will be handed over to parents / carers at 3.10; parents with siblings in KS1 and KS2 will then walk back to the main school playground and wait for their children to be handed over at 3.20.
- Gates will open for KS1 and KS2 at 3.20. Classrooms Y1-4 will dismiss from the classroom doors; Year 5 and 6 will be escorted down by an adult and handed over as they are currently. Again, we ask that parents leave the school site promptly to reduce congestion on the roads and on the site.
- All gates will be closed soon after 3.20pm. All clubs will be dismissed from Coat of Arms Bridge Road gate as they are currently.

These changes will come into effect from Monday 11th October.

Children may be 'dropped off' at the Coat of Arms Bridge Gate if parents feel they are sensible and old enough to make their way to their correct entry to the building. At pick up however, unless parents have informed school that their child can walk home on their own (only in Y5 and Y6), the adult picking them up must come onto the school site. There will always be a member of staff on both gates.

Upon drop off and pick up, we advise that:

- **When in close proximity to other parents and children, you continue to wear a face covering (this is no-longer mandatory, but can be understood as sensible)**
- You make your best efforts to maintain a 2 metre distance from other people both on the school site and on your way to school
- You avoid stopping and talking to friends as much as possible along the route and on or near pavements near the school gates (this will cause issues with pedestrian traffic and social distancing)
- You arrive on-time and move promptly around the school site but are also patient and considerate of space with other parents and carers, children and staff
- You do not approach the school building to try to talk to teachers (social distancing ideally needs to be maintained and they should be focused on safely helping children to enter/exit the building)
- You begin to say goodbye and prepare your child for leaving you as you go to the drop off class door so that they are quicker into class and you as a parent are quicker to vacate the site and get on with your day.

Where children arrive on bikes or scooters, children themselves or their parent/carer should take these and lock them in the bike shed just before they exit the site.

Wrap-around care – Acorns

Arrangements for Acorns wrap around care from September 2021, including their online booking via Magic Booking system which opened on Monday 5th July 2021, can be found through visiting their page on the school website:

<https://www.stivichallprimary.org/page/?title=Fun+Club&pid=19>

Extra-curricular and wraparound provision will mirror in school practice where possible, but will often be organised in phase groups especially if outside.

Social distancing in school

Although there are no longer government guidelines around the need for social distancing, within school, contact and mixing between different year groups will be minimised by year groups not sharing indoor spaces. When outside, children will be able to mix with their phase year groups as described above.

Physical layout and use of classrooms

The layout of classrooms will revert back to normal, with each individual teacher choosing how seating arrangements best meet the needs of the children in their class.

Reception classrooms

Teaching and Learning in Reception classrooms will return to normal from September 2021.

Toilets for children

Children will continue to use the toilets within their phase throughout their day. Hand hygiene is of high importance and reminders are given at school. Please support this by reminding your child to wash their hands thoroughly for a minimum of 20 seconds at home too.

Outdoor Space

We will continue to maximize the use of our amazing outside spaces.

Behaviour Policy

The general principles of the school's Behaviour Policy remain the same. If children's behaviour is inappropriate, we will continue to use our usual systems of warnings and consequences including contacting you as parents and carers.

Uniform

Children must be in full school uniform, including for PE on those days, and new guidance indicates that this does not now need to be washed any more frequently than usual.

Children must come into school on their PE day/s in school PE kit suitable for the weather. They can wear black jogging bottoms over their black PE shorts if for example they have gymnastics or dance and it is a cold day. House colour PE hoodies or school jumpers/cardigans can be worn over the top of their house colour PE top to keep warm but no other hoodies please. If they are doing outdoor PE, then they will need school shoes to change into so that mud isn't spread around the school and their classroom. If children have pumps instead of trainers, these may not be supportive enough for a full day's wear and particularly for lunchtimes and therefore school shoes may be sent in to change into. Any spare shoes brought in must be in a small carrier bag that can fit neatly into the child's individual tray.

Children will be informed of what days their PE lessons take place in the first week of term. For information on school uniform, follow this [link to our website](#).

For children in Reception, a PE bag with a different set of clothes (in case of any mishaps or accidents), is needed.

Stationery and other resources

As previously, children will be provided with all the equipment that they need in school and therefore, there is no need to bring stationery in from home.

Lunch boxes are brought in and kept on a dedicated trolley within each classroom. Please do not buy or send your child in with a large bag/rucksack – there is nowhere to store them and they are not needed.

Home / School transfer of items

Very few items should pass between home and school. These include:

- Lunchboxes (or small lunch bags)
- A named water bottle (children will not share water bottles)
- Hand sanitizer for child's own use (if parents wish to send this). This will need to be clearly named and it cannot be shared with other children
- In the event of hot weather, hats and sunglasses. 12-hour sun cream should be applied at home where needed
- A waterproof coat in wet and/or cold weather
- School reading books will be issued for home reading and need to be brought back into school daily as 'normal'.

Please note that as shared previously, birthday treats such as sweets or cakes **cannot** be brought into school to share with others. We will continue to make birthdays special by singing happy birthday in class.

Library and reading books

The library will be back in use for children within school time only. We will share more information about this with children at the start of the autumn term. The system of children bringing home their school reading books and ensuring they bring them in each day will return to 'normal'.

Lunchtime supervision

Lunchtime Supervisors will supervise packed lunches being eaten in classroom spaces. Children eating hot dinners will use the dining room. They will organise the children in keeping to the hygiene arrangements of thorough hand washing, eating their lunch and then, when they are all finished, taking them to their phase group designated outdoor area for a break (in the event of rain, lunchtime supervisors will look after children in classrooms). Handwashing and cleaning of key surfaces will take place before and after lunch is eaten.

Catering provision

Hot and cold lunches will be available to order as per the existing arrangements via your ParentPay Account. Meals are provided by our catering company AIP and parents are required to choose what their child will eat on each day of the week via their ParentPay Account. New starters will receive their login details/passwords on their child's first day of attendance in school. The kitchen will continue to comply with guidance for food businesses on coronavirus (COVID-19). These will be free for children who are eligible (Universal Free School Meals and children in Reception, Year 1 and Year 2) or whose parents are in receipt of eligible benefits and charged at £2.20 per day for others.

Hot Dinner Order through ParentPay

It is important to note, that meals will need to be chosen and ordered by midnight on the Thursday prior to the week they are to be taken. Parents will need to log on to their ParentPay account, select view menu and choices, then choose the meal items for each day your child will need a meal prepared in school and then confirm bookings. When you confirm your booking, any payment due to cover these meals must be paid within 2 hours. Failure to do so will result in meal bookings being cancelled. It is advisable for parents to keep their account in credit at all times.

Please note, school will no longer be responsible for booking school lunches for your child unless in very exceptional circumstances. Children who are entitled to universal free school meals (Reception, Year 1 and 2) or benefit-related free school meals, will still need to order their child's lunch in the same way as above. When you start to add items to order, a total will be created but once you click on confirm this will revert to £0. ParentPay will automatically be set to recognise when a child is entitled to free school meals.

Alternatively, children will be able to bring their own packed lunch in a lunchbox or disposable bag which will be kept on the class trolley. Please avoid sending items which children cannot open for themselves or manage on their own.

Children will be able to bring some fruit for a break-time snack if they wish to. Please note that snacks and lunches should follow our healthy eating policy and should not contain nuts as we remain a nut free school. The school kitchen will not be providing snacks on return to school but the Reception and Key Stage 1 national fruit scheme is expected to restart, providing those children with a free morning break piece of fruit.

Communication methods

Email, phone and texting will remain the central communication methods, with some key information also shared via the website and Twitter. If parents have specific queries, they will need to email or ring about these as we are aiming to continue to reduce social contact.

We would encourage parents and carers to keep talk and messages to teachers at the door at drop-off and pick-up to a minimum. For the moment, parents will not be able to enter any part of the school building, apart from the entrance lobby but this will be strictly one at a time and should only be done if absolutely necessary. Should a longer meeting/discussion be needed with the class teacher, this will need to be arranged as a phone call. Details about the virtual parents evening using the 'School Cloud' system will be shared through the school newsletters during the year.

Curriculum

The full, broad and balanced curriculum offered by Stivichall that follows the National Curriculum will continue from September.

Homework will be set following the normal homework policy and with occasional use of Seesaw as possible.

In the event of a school or local outbreak or when individuals are needing to self-isolate but are not unwell, individuals, groups of children or the whole school may need to revert to remote learning. This would be by using the Seesaw online learning platform which has already been used successfully since March 2020. Daily feedback to children would be provided by an available member of staff. This is all addressed in the Stivichall Remote Learning Policy.

SEND (Special Educational Needs and Disabilities)

- Provision for children with SEND has returned to 'normal' with children's needs being met in line with our SEND Policy and led by our Inclusion Manager/SENCo
- External specialists have resumed direct contact in schools for assessment, training, advice and support purposes observing the schools visitors policy and mirroring expectations on staffing behaviours in terms of hygiene and social distancing
- In the event of a local lockdown or outbreak, flexibility around EHCP provision will need to be considered – school will seek advice as necessary.

Attendance

All children continue to be expected to return to school full time in September 2021. School attendance is mandatory – if your child is poorly, please follow the 'normal' procedures for reporting child absence on the school phone line (02476 419 555) before the start of the school day. All parents need to be clear that they must self-isolate and book a PCR test if their child or any member of their household has symptoms and that this must be reported to school. Children with a negative PCR test result can then return to school if well enough to do so. Close contacts of positive cases only need to isolate if they are over 18 years 6 months and have not been fully vaccinated. Rules on isolation can be found in government guidance here:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Bags

With cloakrooms not in use and children needing to keep all of their possessions, school equipment and books in their drawer trays there is not room for children to bring in 'structured' ruck sacks or back packs of any size. Most days, children should be able to carry in their lunch box, drinks bottle and reading book and diary. On days when they have PE, they may bring in a spare pair of shoes in a plastic bag e.g. a bag for life, as explained above. Other than this, only bags that can lie flat in their drawer tray can be brought in. The red school book bags were designed for this purpose - if you still have yours, this would be ideal. Other solutions could include reusable carrier bags, bags for life, foldable bags or small drawstring bags as long as they are able to lie flat and within the child's plastic drawer tray.

Mobile Phones

Children in Year 5 or 6 for whom we have received parental permission to walk home without parents, are still able to bring a mobile phone in to school, but it can no longer be kept in the locked cabinet in the school office. Instead, any phone brought to school must be handed in to their class teacher. School accepts no liability for any damage, loss or theft of any phone and the same rules for phones remaining switched off whilst they are on the school site remain.

Monitoring and review

School leaders (including governors) will continue to monitor and review the arrangements and measures we have in place to evaluate their suitability.

As information is updated and modified, we will endeavor to keep you as up to date as possible.