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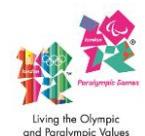
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School Unique  
Reference No:135046



# CHADDESLEY CORBETT ENDOWED PRIMARY & PRE-SCHOOL

2<sup>nd</sup> March 2021

Dear parents and Carers,

Following the announcement that we are all returning to school on March 8<sup>th</sup>: I am writing to remind you about the safety measures we have in place to protect you and your families, as well as let you know how delighted we are to be welcoming the children back to Chaddesley where they will be able to see their friends and be back with their teachers. Congratulations on the fantastic job that you have done during the latest lockdown; feedback from teachers has generally been of high levels of engagement and good communication with staff.

Additionally, despite the current restrictions, we have been continuing with improvements, planning for a bright future! You have hopefully seen in our newsletter that our school has been offered very significant WCF funding to cover the entire costs of building and operating a small base for a maximum of ten mainstream pupils who hold EHCP plans for autism. This opportunity to further our excellent practice in the area of special needs and demonstrate our continued commitment to serving our families and community will enhance the education of all children on site with first rate resources. We will be sharing more information with you on our website as well as seeking your views and answering any questions during a consultation period which will take several months to complete. Please look at the tab on the website for the latest information.

We look forward to seeing lots of you and being able to say hello next week, have a lovely end to this week and please find below some FAQ's for you to look at before returning to school on Monday.

## Who will be attending school?

School will be open to **all** children from Monday 8<sup>th</sup> March 2021, pupils of compulsory school age must be in school unless a statutory reason applies. If you will not be sending your child back to school on the 8<sup>th</sup> please notify the school office and we will contact you directly to discuss this.

## What are our principles for opening safely?

Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. At Chaddesley Corbett Endowed Primary School (CCEPS) we have completed a detailed risk assessment and formulated our plans for reopening on the 8<sup>th</sup> March. Please find below the guidance and measures we have in place:

### **Schools must always:**

- 1) Minimise contact with individuals who are required to self-isolate by ensuring they do not attend the school.
  - i. At CCEPS we have shared clear guidance with parents about what to do if anyone of their family is showing symptoms and what they have to do to self-isolate.
  - ii. CCEPS is testing for asymptomatic cases in school staff. Staff are doing Rapid testing using Lateral Flow Devices (LFD)s, this is helping to identify people who are infectious but do not have any coronavirus (COVID-19) symptoms.
  - iii. If staff or pupils show signs in school they will leave immediately and go and be tested following all the guidance.
  
- 2) Ensure face coverings are used in recommended circumstances.
  - i. In primary schools, we recommend that face coverings should be worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas). Children in primary school do not need to wear a face covering.
  
- 3) Ensure everyone is advised to clean their hands thoroughly and more often than usual.
  - i. We wash hands thoroughly for 20 seconds with running water and soap and drying them thoroughly or using alcohol hand rub or sanitiser ensuring that all parts of the hands are covered.
  - ii. Pupils and staff are washing hands; when they come into school, before break, after break, change of activity and before and after lunch.
  - iii. Encouraging pupils to wash their hands thoroughly after using the toilet.
  
- 4) Ensure good respiratory hygiene for everyone by promoting the 'catch it, bin it, kill it' approach.
  - i. We have made sure that enough tissues and bins are available to support this and have taught the children how it can prevent the spreading of germs.
  
- 5) Maintain enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents.
  - i. In line with our risk assessment and timetabling of the day, we have put in place enhanced cleaning schedule. This includes: more frequent cleaning of rooms or shared areas that are used by different groups, frequently touched surfaces being cleaned more often than normal, allocating different groups their own toilet blocks.
  
- 6) Consider how to minimise contact across the site and maintain social distancing wherever possible.
  - i. We will therefore operate as class group 'bubbles' with allocated classrooms, designated arrival and collection times and timetabled break and lunchtimes.

Our 'bubbles' will continue to follow these principles:

- Grouping children together and avoiding contact between bubbles.
- Avoiding large gatherings such as assemblies or workshops.
- Allocating toilet facilities to each bubble.
- (Where possible) making small adaptations to our classrooms to support distancing.
- Classroom based resources, such as books and games, shared within the bubble will be cleaned regularly, along with all frequently touched surfaces.
- Resources that are shared between bubbles, such as sports, art and science equipment will be cleaned between use by each bubble.
- Staff maintaining distance from pupils and other staff as much as possible.
- We recognise that primary school children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group.

7) Keep occupied spaces well ventilated

- i. In school we are encouraging natural ventilation - opening windows (in cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space)
- ii. Please ensure that the children wear extra layers as the school is colder than normal.
- iii. We are encouraging outside learning as much as possible, so please send your child in with coat as we like to go out even when it rains.

8) Ensure individuals wear the appropriate personal protective equipment (PPE) where necessary.

9) Promote and engage in asymptomatic testing, where available. About 1 in 3 people with coronavirus do not have symptoms but can still pass it on to others. Regular testing of people without symptoms is important to help stop the virus spreading and protect your loved ones. As lockdown restrictions gradually ease we all need to play our part to help protect each other.

- i. Staff at CCEPS are engaged with asymptomatic testing.
- ii. The following people in England will have access to regular rapid lateral flow testing made available to them as schools reopen: households, childcare and support bubbles of primary and secondary-age pupils. Tests are available:
  - through your employer if they offer testing to employees
  - at a local test site
  - by collecting a home test kit from a test site
  - by ordering a home test kit online

Please use the link below if you wish to order your tests.

<https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

## **Response to any infection**

### **Schools must always:**

- 10) Promote and engage with the NHS Test and Trace process.
- 11) Manage and report confirmed cases of coronavirus (COVID-19) amongst the school community.
- 12) Contain any outbreak by following local health protection team advice.

### **How will we group the children?**

Children will all be in their class group bubbles, as they were in the Autumn term.

### **What will the day look like?**

School times will be as normal 08:45-15:20 however children may arrive from 8:30 and go straight into the classroom via the external door. The gates will remain locked until 8:30 so please don't arrive earlier than this. At home time, older children with your permission, can walk to the carpark. Younger children will be collected by a parent or carer. You will be asked to wait at a socially acceptable distance until your child can access/be released from the classroom safely. We ask that you do not stop and chat with the teacher or each other apart from a 'hello'. If you wish to share information this can be sent via letter to the child's class teacher or emailed into school ([office@chaddesleyorbett.worcs.sch.uk](mailto:office@chaddesleyorbett.worcs.sch.uk)). You will then leave through the playground gate.

Parents/carers must adhere to these times and be punctual. We cannot permit parents to arrive earlier and wait on the ramp as this will cause more people to mix with other bubbles.

To support working parents with childcare, we will be restarting our breakfast and after school care club. All adults are to wear masks when entering the school site and we request that only one adult comes to collect a child to limit numbers.

### **What will my child wear for school?**

Uniform plays a valuable role in contributing to the ethos of a school and setting an appropriate tone. Therefore, from Monday 8<sup>th</sup> March, all pupils will be expected to wear school uniform as normal. School uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. Please let us know that if due to lockdown they have grown out of their uniform, as a suitable replacement is acceptable until the shops are open fully.

On the day that your child has PE, they come to school in their PE kit (proper school PE kit expected).

### **Will lunch be provided?**

Lunch will be provided to pupils in Reception to Year 2 free of charge under the Universal Infant Free School Meals Government Scheme. For pupils in Years 3 - 6 you will still be able to order school meals through ParentPay. Shire services are offering a HOT and COLD selection. If you do not order a lunch, please ensure you provide your child with a packed lunch as we do not have the facilities on site to provide lunch if you have forgotten.

Children who are eligible for free school meals and who are not attending school will be contacted.

If you are **not** currently claiming free school meals but think you may be eligible, please contact the school office or go to the following link for more details.

[https://www.worcestershire.gov.uk/info/20062/schools/684/applying\\_for\\_free\\_school\\_meals](https://www.worcestershire.gov.uk/info/20062/schools/684/applying_for_free_school_meals)

### **Will snack and drinks be provided?**

The school will provide free fruit for Reception, Year 1 and Year 2 pupils. KS2 need to bring in their own fruit. Water bottles should be brought into school daily and clearly labelled.

### **What equipment does my child need to bring into school?**

We are limiting the equipment that the children need to bring to school so they will only require a packed lunch (if provided by home), a water bottle (we are not able to provide these in school) and their book bag. Please do not bring rucksacks as space in cloakrooms will be restricted to avoid crowding / toilet cross contamination. The children must not bring any toys from home and if sun cream is required this must be applied at home.

- Please label everything clearly with your child's name.

### **Will my child bring home a reading book?**

Children will be bringing home a reading book; teachers will keep all books in the classroom for 3 days before they return the books to the shelves.

### **Will there be afterschool clubs and wraparound care?**

We will continue to offer wraparound care for children. Due to bubbles we may need to cap spaces so please book early.

After school activities will hopefully resume after Easter.

### **How will I contact the school during the day?**

The office will be open but in order to minimise the amount of people in the lobby it is advisable to email or ring the office with any queries.

### **What will Home learning look like if my child is isolating?**

Home learning will be available for all children who are not attending school because they are having to self-isolate or our shielding because they are extremely vulnerable. The home learning will be an overview of activities. If a class bubble has to isolate then the teacher will resume with daily contact and add to the overview to support all the needs of the class. If you are having to isolate please contact the office and they will send you a link to the home learning along with your child's teacher email so you can contact them for any support.

I hope this has answered most of your questions. If you have any worries and concerns, then please contact the office directly. We are really looking forward to welcoming back all the pupils.

Kindest, warmest regards,

A handwritten signature in cursive script that reads "E James". The signature is written in a dark ink on a light-colored background.

Mrs James  
Headteacher