



23<sup>rd</sup> July 2021

## **September 2021 Arrangements for School – Important Information**

***We appreciate that this is a long letter but please read this whole letter carefully, including the changes to positive cases and self-isolation for children and adults at the end!***

Dear Parents and Friends of Castle Hill,

We wanted to write to you, first and foremost, to say thank you for your support for our school during the last 18 months, for us, like for so many, it has been a bit of a rollercoaster! The support we have received has been second-to-none, in terms of your lovely feedback and personal notes, it is very much appreciated by us all.

In response to your feedback to the parent survey, as might have been predicted, asking opinions produced a wide variety of responses, however there is one over-whelming factor that we cannot ignore, that many parents and carers felt that some precautions should continue to be taken when reopening the schools in September.

As we come to the end this year and plan for next there is a sense of uncertainty around Covid-19 case rates, so having taken into consideration your feedback, along with that of our staff we wanted to share with you what we will be putting in place to keep children and adults safe at Castle Hill Primary. The government has made it quite clear that we will need to adapt to a more 'normal' way of schooling; we are taking a cautious approach in moving out of our current measures.

We will be putting the following guidelines in place for September 2021. Please remember that there may be additional changes as new guidelines are released or clarified by the DfE, any changes will be communicated to you. We will continue to monitor things and as the Autumn Term progresses, we may adapt, relax or restrict our procedures.

### **1. Staggered Times and Gates**

These will continue but with some amendments based on your feedback. Siblings can continue to be dropped off and collected together with their oldest sibling, at the oldest siblings' time and gate.

<b>Year Group</b>	<b>Arrival time</b>	<b>Finish time</b>	<b>Entry/exit gate</b>
<b>Year R - Rooksdown</b>	08:45	15:00	Year R gate on service road
<b>Year 1 - Rooksdown</b>	08:45	15:00	Park gate
<b>Year 2 - Rooksdown</b>	08:45	15:00	Park gate
<b>Year 3 - Rooksdown</b>	08:40	14:55	Lower gate on service road
<b>Year 4 - Rooksdown</b>	08:40	14:55	Lower gate on service road
<b>Year 5 - Rooksdown</b>	08:35	14:50	Park gate
<b>Year 6 - Rooksdown</b>	08:35	14:50	Park gate
<b>Year 3 – Greenbank*</b>	08:35	14:50	Lower gate onto Winklebury Way
<b>Year 4 - Greenbank</b>	08:35	14:50	Hillcrest Walk gate at top of stairs
<b>Year 5 - Greenbank</b>	08:45	15:00	Hillcrest Walk gate at top of stairs
<b>Year 6 - Greenbank</b>	08:45	15:00	Lower gate onto Winklebury Way

**Map of classrooms and drop off/collection locations, and times is attached!**

2. **Year Groups.** We will operate more strongly as year groups. This relates to the organisation of school activities and logistics. The government has decided that classes/year groups will not be closed if a positive case is



identified. However, grouping our school in this way is a safe next step. Break times and lunch times will continue to be staggered to ease congestion and to give some separation between year groups.

3. **Bags & Belongings.** We are looking to minimising the number of belongings in the classroom as this helps to with the cleaning regime. All they need to bring in is their lunch (unless school dinners), water bottle, book bag, home school diary (handed out at the start of the year) and a coat.
4. **Staff and visitors will continue to wear masks, unless exempt,** when outside of their normal areas. We will continue to minimise the movement of staff around the school where possible.
5. **Uniform Expectations.** Children will wear normal school uniform, except on their PE days when they will continue to wear their PE kit to school, eliminating the need to get changed at school. PE kits need to be in **strict adherence** to the uniform policy. <https://www.castlehillprimary.net/parents/uniform-personal-belongings>  
We will let you know the days for PE via class dojo and these will also be updated on the school website before the start of term.
6. **We will continue to be cashless and paperless as much as possible.** Please make sure you can use SCOPay/Tucasi (the online payment system). If you do not have your login details by the start of term then please contact the school office.
7. **School books can be brought to and from school;** there won't be a quarantine process in place.
8. **School Lunches.** The menu for September can be found on the website, you will need to speak to you child/ren and order these at home the night before at the latest, you can order for the week or as far in advance as you would like. Details on how to do this can be found on the website. Your account will need a credit balance for you to pre-order your child's meal. <https://www.castlehillprimary.net/parents/school-meals>
9. **Parents need to contact the school using phone, email or Class Dojo** rather than coming into the school unless in emergencies. Please refer to our website in the first instance as we work hard to keep this accurate.
10. **Afterschool clubs** will be allowed, more details to follow.
11. **EnergyKidz** are offering to launch an afterschool club at Greenbank, this will depend there being enough interest to make it viable. EnergyKidz have been running a breakfast and afterschool club at Rooksdown since 2016. You can find details relating to both school sites here: <https://www.castlehillprimary.net/parents/energy-kidz-out-of-school-club>
12. **School trips** can happen and details on these will follow in due course.
13. **Singing** can take place in year groups, but considering ventilation requirements.
14. **PPE.** Staff will wear PPE when in close contact with a child who has symptoms, where appropriate.

We will continue with many other measures, including:

- Frequent and enhanced cleaning regimes with the main contact points in the classroom, corridors and toilets being cleaned during the course of each day on a regular basis. These areas are also being cleaned in the evening ready for the start of the new day. The schools will be deep cleaned over the summer holiday.
- Natural ventilation keeping our doors and windows open whenever possible.
- Good hand hygiene, with frequent hand washing and hand sanitising units positioned throughout the school. It is really important for children to take responsibility for their own handwashing and we have plenty of visual prompts to help children with this.
- Ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- Good communication and training with parents, children, staff and governors.
- Engaging with government guidance, including NHS Test and Trace.

## **Attendance**

School attendance is compulsory and we will follow our usual absence procedures in the case of absence and lateness. Clinically Extremely Vulnerable children and adults must continue to attend school, unless explicitly told not to do so by their GP. If the GP says not to attend, the school will require proof of this.



### **Absence and Covid-19**

Please continue to inform the school of Covid-19 symptoms and test results via [admin@chjs.net](mailto:admin@chjs.net), with the subject header 'COVID SYMPTOMS ALERT'.

### **Clarification on self-isolation, close contacts and positive cases from 16<sup>th</sup> August 2021**

#### **Children as Close Contacts**

Children who are close contacts under the age of 18 years will no longer be required to self-isolate. They (as close contacts) will be advised by the NHS Test and Trace Service that they are a close contact of a positive case, and encouraged to get a PCR test, but can still come to school. If they refuse to get a PCR test, they can still come to school (unless they develop symptoms). If a test has been taken, they can be at school until they receive a positive result, at which point they must self-isolate.

#### **Children who test positive**

If any child tests positive using an LFD or PCR test, they still have to isolate. It just doesn't close a bubble, and close-contacts under 18 years of age don't need to isolate.

#### **Children who show symptoms**

If a child shows symptoms at school, however mild, then parents will be contacted and the child will still be sent home. A PCR test must then be taken, and they must isolate until the result is known. Schools can refuse entry to a child who is showing symptoms if a parent insists on the child attending.

#### **Adults**

Those over 18 years of age who are double vaccinated do not have to self-isolate if they are a close contact of a positive case. Again, they will be advised to get a PCR test. If they are not double-vaccinated, then they do need to self-isolate if they are considered a close contact by NHS Test and Trace. For anyone who tests positive over the age of 18, they have to isolate, irrespective of vaccination status.

#### **LFD vs PCR Tests**

Anyone (child or adult) with a positive LFD or PCR test must self-isolate. With a positive LFD test, a PCR test must then be taken. While awaiting the result, the individual should self-isolate. If the PCR is taken within 2 days of the positive LFD and comes back negative, it overrides the LFD test. If the PCR is taken after 2 days of the positive LFD, the self-isolation period must continue.

#### **Contact Tracing**

School will not be involved in contact tracing. NHS Test and Trace will manage this side of it. However, if there are multiple positive cases in the school or the local area, the school will work with PHE to make decisions about possible closure.

Most importantly, we really look forward to the children returning in September. This has been a challenging time for everybody. We hope you enjoy your summer holidays.

Mr John DF Martin and The Castle Hill Team