

Information about school re-opening in September 2020

Year 3 to Year 6



Federation of Boldmere Schools

Dear parents/carers

We are delighted to confirm that we are currently preparing to welcome **all children** back into school in September. The following information confirms the current plans for re-opening and the general operations of school during the Autumn term.

It is very important you read the information below and note the temporary changes to the usual school timetable that will be in place for the new term. This includes staggered start and finish times and early closing on Fridays. Information about Busy Bodies provision is also below.

Please note that all plans are subject to change in response to updated guidance from Birmingham City Council and/or the Department for Education. We will continue to regularly review the measures we have put in place and if necessary, we will communicate again over the summer break. But parents/carers should plan their child/children's return based on the following information.

It is important that parents and carers are aware that **children's attendance will be compulsory** from September.

Start of term

- School will re-open for Years 1, 2, 3, 4, 5 and 6 on Thursday 3rd September.
- Nursery, Reception and BIB classes will start their normal transition from Monday 7th September.

Class "bubbles"

- Children will be working in their class groups of 30, with two adults where possible, as we only have two teaching assistants per year group to allocate accordingly.
- The adults will remain consistent as much as possible.
- We are referring to these groups as 'class bubbles'. Pupils will remain in their bubbles for the full school day. They will only mix with children from other bubbles (year group bubbles) during outdoor lunchtimes/playtimes.

School hours and start/ end of the day procedures

- There will be staggered start/end times and we will be using three entrance and exit points. This is to ensure the number of people on site at any given time is limited and we limit the number of 'bottlenecks'. Staff will be on hand each day to direct you.
- Please refer to the table below for class timings and entrance/ exit points.
- **Fridays will be morning only during the Autumn term**. We will be closing at the times indicated in the table below to allow for the school to be deep cleaned, and for staff liaison, meeting and planning time (this is vital activity that would normally take place during the school day, due to the availability of staff cover, but cannot while we operate within bubbles).

- It is essential that children arrive at school on time and are collected on time. We are aware that some parent/carers may have multiple drop off and collections due to siblings being in different classes across school but we ask that you keep to timings as much as possible, and adhere to social distancing rules while waiting.
- There will be markers at entrance and exit points, indicating where you can wait whilst adhering to the 1m plus, social distancing rule.
- Only one adult is permitted to drop off and pick up a child in order to minimise the number of adults on site.
- Siblings are allowed during drop off and pick up. We ask that you adhere to current social distancing rules and keep 1m plus apart from other families. Please keep your children near you and do not allow them to play freely on the areas around the school entrance and exit points.
- Once parents/carers have dropped children off at school, they must then leave the school premises as quickly as possible.
- Can we please ask that parents/carers do not stay outside of school and gather in groups. Please adhere to social distancing guidelines at all times.

Class	Staff	Times	Entrance and Exit
3U	Mr Uppal <i>Yr 3 support staff: Mr McEwan and Millie</i>	9.00am -3.20pm Friday finish 12.10pm	Main reception entrance.
3K	Mrs Kinsella	9:10am – 3:30pm Friday finish 12:20pm	Main reception entrance.
3H	Mrs Hannan	8:50am – 3:10pm Friday finish 12:00pm	Main reception entrance.
4M	Miss Martin <i>Yr 4 support staff: Ms Gonzalves and Mrs Hynes</i>	9:10am – 3:30pm Friday finish 12:20pm	Side gulley and in through busy bodies entrance
4B	Miss Brown	9:10am – 3:30pm Friday finish 12:20pm	Side gulley past busy bodies to small playground and in through door to yr 4 corridor
4W	Miss Walker	8:40am – 3:00pm Friday finish 11:50am	Main reception entrance.
5E	Mrs Eccles <i>Yr 5 support staff: Mrs Rimmer and Ms Toy</i>	8:50am – 3:10pm Friday finish 12:00pm	Side gulley past busy bodies to the annexe
5P	Miss Pipkin	8:40am – 3:00pm Friday finish 11:50am	Side gulley past busy bodies to the annexe
5J	Miss Prichard-Jones	9.00am -3.20pm Friday finish 12.10pm	Side gulley past busy bodies to the annexe

6J	Miss Jackson <i>Yr 6 support staff: Ms Hunt, Miss Atkins and Ms Keight</i>	8:40am – 3:00pm Friday finish 11:50am	Yr 6 side entrance
6T	Miss Taylor	8:50am – 3:10pm Friday finish 12:00pm	Yr 6 side entrance
6F	Miss Farrell	9.00am -3.20pm Friday finish 12.10pm	Yr 6 side entrance
BIB (Giraffes)	Miss Clover Miss Thomas Mrs Boylan	9.15- 2.50 (until 12.30 for 2 weeks transition)	Normal drop off and collection points.
BIB (ED)	Miss Driscoll Mrs Reeves	9.15- 2.50 (until 12.30 for 2 weeks transition)	Normal drop off and collection points.

Lunch and break times

- Children will eat their lunch in the classrooms with the class bubble staff. Tables will be cleaned before and after eating.
- Where possible, a lunchtime supervisor will be assigned to each class bubble for their outdoor playtime.
- Year group bubbles will be formed for playtimes/lunchtimes.
- We will stagger playtimes/lunchtimes to ensure that year groups do not mix.
- In the event of a wet lunchtime, the assigned class bubble lunchtime supervisor will supervise the children in the classroom.

Lunch

- Children will need to bring their own **bottle of water, a healthy morning snack** and a **packed lunch** - please ensure these are labelled with their first and second name.
- If children are entitled to **Free School Meals, the school will be providing packed lunches from the 3rd September onwards (unless you notify us otherwise)**. This will include a cheese or ham sandwich/wrap, a piece of fruit, a yoghurt and a carton of juice.
- The canteen will not open during the Autumn term.

Classrooms

- Each class will return to normal numbers.
- Year 3 to 6 children will be encouraged not to move around the classroom freely, but will remain seated as much as possible.
- Staff will support children with their learning/activities as normal but follow the guidance and “avoid face to face contact and minimise the time spent within 1 metre”.
- Wherever possible, windows and doors in the classrooms will be open to increase ventilation.
- In year 3 to 6 and in accordance with the latest government guidance, desks will be organised in rows facing the front of the class.

First Aid and intimate care

- First aid kits will be kept within class bubbles. These will be taken with the class bubble during outdoor times (e.g. PE, playtimes, outdoor learning).
- Appropriate PPE resources will be provided for staff when administering first aid.

- When dealing with intimate care staff will use appropriate PPE resources such as apron and gloves.
- If a child needs to have an inhaler or regular medication available at school, we ask that parents/carers send a labelled inhaler/spacer/medication in a clear sandwich bag, on the first day of school. This will then be placed into our normal clear containers and kept in the classroom. We cannot use the spare inhalers unless it is a medical emergency.

Illness

- Children should not attend school if they are showing any symptoms of Covid-19 (high temperature, a new continuous cough, a loss or change to your sense of smell or taste).
- If any child shows symptoms of Covid-19 (identified as above) while at school, a member of staff wearing PPE will sensitively take the child away from their bubble to the school's identified isolation room. They will wait with the child until a parent/carer can collect.
- Upon collection, the parent/carer should book a test for the child and themselves.
- The member of staff who has cared for the child will also be tested.
- If the child or staff member tests negative, they can return to their setting.
- If the child or staff member tests positive, the rest of their immediate group (bubble) will be sent home and advised to self-isolate for 14 days. The other household members of those advised to self-isolate do not need to self-isolate unless the child or staff member they live with subsequently develops symptoms.
- The action that the school will have to take will be guided by advice from Public Health England.
- All parents/carers should be familiar with the current government guidance as to what action they must take if they, or a member of their household, has any Covid-19 symptoms:
<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>.

Track and Trace

- **All families and members of the school community are expected to comply with the NHS Track and Trace system.**
- If contacted by an NHS track and trace staff member, the child or member of staff will be expected to self-isolate for 14 days.
- School must be notified of this self-isolation to appropriately record the absence.
- If the child or staff member later becomes symptomatic, they must get a Covid-19 test and notify school of the results.

Hygiene

We will continue to support children with their hygiene in an age appropriate way. This includes;

- Washing hands for 20 second (whilst singing Happy Birthday!)
- Using the 'catch it, bin it, kill it' approach when disposing of used tissues.
- Use of pedal bins with lids.
- Coughing into elbows.
- Hygiene posters will be shared with the children and displayed around school and will model the steps of correct hand washing.
- Hand sanitiser is available for all children and staff inside every classroom.

Toilets

- Toilets will be available for children when they need them. We will also have a timetable for regular class toilet visits in order to reduce cross overs with other bubbles.
- Toilet areas will be cleaned before every lunchtime.

Cleaning

- Our cleaning team will carry out a thorough clean of classrooms and toilets each day after all of the children have left. Anti-viral and anti-bacterial products will be used.
- Each classroom will have their own handwashing station so that staff can monitor and support handwashing. Each classroom will also have their own cleaning equipment. Antibacterial soap will be available and we have hand sanitiser stations in each classroom.
- There will be pedal bins for the disposal of used tissues.
- At lunchtime, tables, chairs and door handles will be cleaned by the adults working in the classroom.
- On Friday afternoons, a deeper clean of classrooms and resources will take place.

Resources

- Children **do not** need to bring any equipment to school.
- Children will wash their hands before and after using any shared equipment, such as PE resources.
- Resources (indoor and outdoor) that have been used by children will be cleaned at the end of the week before commencing PPA.
- As soon as we are in the position to do so, we will send reading books home. They will be sent home on a Friday to be read at home over the weekend. They must be returned to school on the Monday so they can be 'quarantined' for at least 48 hours before being used again.
- Children will be working in their exercise books as normal; the books will only be handled by the child or the class bubble staff.

What do children need to bring into school?

- Packed lunch and healthy snack (unless your child is entitled to a packed lunch provided by school).
- Water bottle.
- Coat.
- Please do not send your child's book bag to school or any work that your child has completed at home.

Uniform

- Children will be expected to wear full school uniform.
- Although guidance does not specify that it is necessary to wash clothes each day, we do request that uniform, where possible, is changed daily.
- Children **do not** need to bring PE kit into school. We will inform parents of PE days in September and children will need to wear sports clothes and trainers to school on this day. This enables kit to be washed after use each week.

Curriculum

- We will be teaching a "Recovery Curriculum" to ensure that learning gaps are addressed.
- We will work outdoors as and when required and will include creative lessons, PHSE and activities that will support children's wellbeing.
- Please refer to our 'Recovery Curriculum' document available on the school website.

Communication

- Teaching staff and members of SLT will be on the doors in the morning as normal and can pass on urgent messages. Should you need to pass on information to the class teacher, please either telephone school or send an email using enquiry@boldmere.bham.sch.uk.
- All communication with school should be by telephone wherever possible. We ask that you **do not** access the office unless by prior arrangement, or in the case of an emergency. Please make sure that you only contact school if you really need to.

- If your child is ill or absent from school, please inform the school office as normal procedure.

Busy Bodies wrap around provision

- Busy Bodies will reopen on Monday 14th September.
- Busy Bodies will operate to its usual hours with the exception of Fridays: there will not be any Busy Bodies provision available on Friday afternoons until further notice due to the cleaning activity that will be taking place in school
- Payments for Busy Bodies provision have not been collected or debited from your accounts (other than the required one off registration fee). Any funds held by Busy Bodies will be credited to your account as and when necessary.

Preparing children for September

- Please see information sheet below and refer to the Transition Tab on the website.

We hope that this document addresses the questions you will inevitably have ahead of the summer break. We understand that the change to the usual school timetable and provision will pose some challenges to some parents/carers. It is however vital that we act in the best interests of all children and all Boldmere School staff, and we take the necessary steps to enable us to welcome all children back into school in September.

We very much hope this is a temporary situation and that subsequent terms will return to normal. The senior leadership team, teaching staff and Governing Board are all committed to returning to a full school timetable as soon as it is safe and possible to do so. In the meantime, we look forward to welcoming all Boldmere children back into school for a new term and together, we will overcome the inevitable challenges this new way of operating will pose us from time to time.

Thank you for all your support during the last few months. We wish you all a happy and healthy summer break.

Mr Glasgow and Mrs Kenny
Federation of Boldmere Schools

How to support your child's transition back to school

Parents and Carers



Dear parents and carers,

The aim of this newsletter is to help you and your family adjust to transitioning back to school. Below are some ways you can prepare and support your child.

Thinking and talking about returning to school

Follow the link below for a useful article suggesting 5 top tips.

<https://beaconschoolsupport.co.uk/newsletters/parents-how-to-help-your-child-return-to-school-successfully?fbclid=IwAR34Z4YYske59ZBG8kQZTpDr5I1NC9nwdIMu9syhIJiB2iOVKi1fQP3GZkQ>

Follow the links below for some further guidance on how to adjust back to school life.

<https://www.youtube.com/watch?v=eIXA57oI848&feature=youtu.be>

<https://healthyfamilies.beyondblue.org.au/age-6-12/mental-health-conditions-in-children/anxiety/tackling-back-to-school-anxiety>

Help your child familiarise themselves with adults at school by watching the class teacher videos available on the website and by listening to the bedtime stories on the school YouTube channel (links to access the stories have been sent via Parentmail).

Your child should also be receiving a letter in the post welcoming them back to school and explaining some of the differences.

Talking about feelings

If your child is feeling anxious about returning to school then the links below include conversation starters, breathing techniques and a video, which can help you to encourage your child to express how they are feeling. Remember be careful how you do this - if your child is happy about the return to school then try not to cause new anxieties.

<https://youngminds.org.uk/blog/what-to-do-if-your-child-is-anxious-about-going-back-to-school/#conversation-starters>

<https://www.bbc.co.uk/bitesize/articles/z7xmmfr>

We look forward to seeing you all very soon. We will be on the doors as normal to welcome you back with a smile!