

# Manchester Road Primary Academy

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## CORONA VIRUS AND FULL SCHOOL RE OPENING SEPTEMBER 2020

14.7.20

Dear parents/ Carers,

Below is a brief summary of what will be happening in September when we open the school to all the children.

It includes the process for entering school, what the days will be like for the children, and how the children will be picked up from school.

What I must make clear is that unless the government has reduced the alert level, and social distancing is no longer necessary, these measures will be in place.

In particular, the end of the day will be very busy. We will be limiting the amount of people on the playground, and parents will be asked to queue outside the school gates. This will feel very different, and is not how we usually operate. We love to chat to parents and have conversations on the playground but this will just not be possible when 400 children need to be picked up in a short space of time. We hope that everyone will be supportive of this. It is part of our risk assessment, and must be put in place. Changes like this can cause some frustration and upset as people don't like change or don't want to walk a few extra steps, but if parents and people picking children up begin to challenge staff they will be asked to not attend school at all. This is about everyone's safety.

These are very brief details, and are on a separate sheet so that they can be printed off and kept for reference.

If you would like to read the full re – opening plan, this is available on the school website. This has not been sent as it is 15 pages long and contains details about staffing and visitors, which will not apply to most parents and families.

I do hope the plan will reassure you of the safety of the children in school and in the community. Although we cannot 100% guarantee that everyone will remain virus – free, we are confident that the plans in place show how we are reducing any risks significantly.

We have now operated for 3 weeks with priority groups. School has had around 150 children and 40 adults operating on a daily basis. School feels happy, safe and the children are learning really well – We are so much looking forward to seeing everyone again 😊

If any parents have questions or concerns about the re opening of school, please contact the office e mail [office@mrpa.org.uk](mailto:office@mrpa.org.uk) . You will receive a response within 24 hours.

Joanne Taylor

Principal MRPA

<p>Entry to school</p>	<p>The school gates will open at 8.40am. The school doors will open at 8.40am. Parents can enter through the water Lane entrance OR the main entrance.</p> <p>EY children will enter through the EY entrances around the side of the EY unit.</p> <p>Y1 children will enter through the Y1 pod.</p> <p>Miss Lewis's class will enter through the Y2 pod.</p> <p>Mrs Simpson/Miss Farrington's class will enter through the main KS1 entrance.</p> <p>Y3 and 6 will enter through the KS2 library entrance</p> <p>Y4 and 5 will enter through the back door by the trim trail.</p> <p>All adults dropping off must exit through the EY gate OR the Manchester Road gate by the pre fab.</p>	<p>A limited amount of adults will be permitted on the playground at any one time. Adults will queue outside the Water Lane and the Manchester Road entrance.</p> <p>Following this system will ensure a one way system in the morning.</p> <p>DOORS AND GATES WILL BE CLOSED AND 8.55AM.</p> <p>CHILDREN ARRIVING AFTER 8.55AM WILL BE LATE AND WILL HAVE TO SIGN IN AT THE OFFICE</p> <p><u>School will once again be mandatory.</u> If children do not attend school, the full attendance policy will be put in place. Phone calls and home visits will be made where absence is not reported in by parents.</p>
<p>Picking up From School</p>	<p>The school gates will remain closed and will be manned by adults from school.</p> <p><b>3pm:</b> EY parents enter through EY gate, pick up children and leave through EY gate. EY with siblings go to the KS1/ KS2 playground.</p> <p><b>3.05pm:</b> All KS2 children with siblings in EY/KS1 will be taken over to EY/KS1 playground spots ready to meet parents and younger siblings.</p> <p><b>3.10pm</b> All KS1 children released to parents and siblings.</p> <p><b>3.20pm</b> All children in KS2 with siblings in KS2 will leave the building via KS2 exits.</p> <p><b>3.30pm:</b> All other KS2 children left will exit onto the KS2 playground.</p>	<p>Families with siblings will go home before those children who do not.</p> <p>All gates are manned by staff to ensure no children leave without an adult.</p> <p>Adults picking up need to stand on a spot and wait for the children.</p> <p>This system is highly dependent on only allowing a small number of adults on the playground at a time. Be patient, and staff should not be challenged when asking people to wait outside the school gates.</p>
<p>The school day</p>	<p>Children will remain in rows in classrooms for the first half term, or longer if the alert level is not reduced.</p> <p>Children have their own basic equipment for lessons so that it is not shared. They must not bring anything in from home.</p> <p>Hand – washing will take place at least 3 times a day.</p>	

	<p>As far as possible, children will remain in their class bubbles – this will include for any interventions that take place and for after school clubs.</p> <p>The playground will be in zoned areas. Lunchtime is staggered. EY will eat in the hall, KS1 in classrooms, Y3 in the dining hall and Y4 – 6 in classrooms. KS2 dinners will be served from the hot trolley in the KS2 hall. Children can bring a packed lunch to school. There will be no assemblies until guidance allows it.</p> <p>The curriculum will carry on as normal. EY and KS1 will resume or start phonics, and the curriculum will remain the same. There will be adaptations as and when needed for children to catch up or fill gaps.</p> <p>PHSE unit 1 will focus on change and managing feelings.</p> <p>The behaviour and exclusion policy will resume in full.</p>	
Home Learning	Home learning will now be conducted on Teams. Children will be required to complete tasks at home and bring their work to school. The books will be left for 24 hours before being marked and sent home with new tasks.	<p>Children MUST complete home learning set each week.</p> <p>If children do not complete their task they will go to home learning club at lunchtime to complete it.</p> <p>This is part of the home learning policy.</p>
Coming to school	<p>If parents need to see staff for any reason, they MUST ring school or e - mail through teams to make an appointment.</p> <p>Parents must not come to the office.</p>	If the matter cannot be resolved virtually, a meeting can be arranged in school at a safe distance.
After School club	Mrs Higgy is setting up the after school school FACE club. This will involve risk assessments and a re – opening plan. If your child attends FACE club, Mrs Higgy will be in touch to see if you would still like the place.	
Cleaning and Hygiene	<p>Every class and toilets has hand soap and paper towels.</p> <p>Children and staff wash hands upon entry and exit and then 3 times more during the day.</p> <p>Toilets are cleaned every day and checked at lunchtime.</p> <p>Whole school is cleaned every day – desks, surfaces and door handles/ plates.</p> <p>All visitors to school wash their hands on entry and exit.</p>	