

MELBOURNE INFANT SCHOOL

Headteacher: Mrs C Gibbs B.Ed, (Hons)



Information for Key Worker Groups

- If your child, or anyone within your household, is displaying Covid 19 symptoms, you should not send them into school and school should be informed. The bubble will be sent an email to explain that a member of the bubble is showing symptoms and to remain vigilant. A test must be requested, and school informed of the outcome. It may be necessary for us to exclude a group of children for a quarantine period if this guidance is not followed.
- If your child has any other symptoms of illness, they should not attend school.
- Each bubble will operate separately through the day so that there is no mixing of the groups of children.
- Only one parent will be able to drop off/ collect at a time - if needing to bring siblings they are to be kept with the adult at all times. Do not allow the children to play with any equipment or go on the equipment.
- If you need to liaise with the class teacher or the office we would ask you to do this via the Class Dojo APP, email or calling school directly.
- We have updated our Behaviour Policy and created Bubble Rules, a copy has been uploaded to the website on the Covid 19 page. Please talk through these with your child.
- If your child requires an inhaler or other medication, this must be brought in and it will be kept in the classroom.
- If your child is upset in the morning or you are struggling to get them into school e.g. clinging onto you, we will ask you to take your child home.
- Your child will require a sun hat, sun cream (8 hour cream applied before school), water bottle and a fruit snack in a named box (please no loose fruit) for break time. Currently there is no free fruit scheme so please send in two pieces of fruit. Practical, comfortable clothes and shoes should be worn (no laces as staff will not be able to lace them up). Clothes must be clean each day. Uniform is not compulsory. If your child requires special soap, cream etc, these should be brought into school and will be kept for use.
- No dress up clothes.
- No bags of any kind to come into school. Toys or any show and tell must not be brought into school.
- If you have reading books at home which need to be returned to school, please place them in the yellow box outside the classroom in the morning. Children will not be sent home with any books - please use the Bug Club resource.
- If your child will not attend on the day/s expected, you should report their absence to the school by 8.30am by phone.
- To aid social distancing we will operate a staggered start and end of the day. There will be signs to show the way to the bubbles and which entrances to use. Initially a member of staff will be there to direct and welcome you into school.



Packhorse Road, Melbourne, Derby, DE73 8JE. Tel: (01332) 862325

Email: enquiries@melbourne-inf.derbyshire.sch.uk Website: <http://www.melbourne-inf.derbyshire.sch.uk>

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Bubble	Classroom	Teacher	Entrance onto site gate	Via ... gate	Start time	End time
Example	Chipmunk	Mrs Summers	New pedestrian path	Hall	8.40	3.00

- You should exit the school immediately by the way you entered, maintaining social distancing at all times.
- On arrival to school children will sanitise their hands and then have their temperature taken - please wait until their temperature has been checked. Although temperatures are only one indicator of illness, we will continue to take temperatures on arrival in school as part of our vigilant approach.
- In school the children will complete the dojo activities set by the teacher, these may not be uploaded to the portfolio. Children will receive verbal feedback in class - no stickers will be given out.
- During the school day the bubble will have an allocated toilet - these will be uni-sex and only one child will be allowed in the toilet at any time.
- The kitchen staff will prepare a packed lunch which will be served in the classrooms or an allocated outside space. Lunches will consist of: Sandwich or wrap, muffin/biscuit/tray bake, yoghurt/jelly, piece of fruit. Once a week there will be a hot dinner - i.e chips/burger, chips/pizza. Please ring school if you would prefer to provide your own packed lunch.
- If you are eligible for vouchers, you will not be able to receive these if your child has a lunch provided by school. Alternatively, your child can bring a packed lunch and you would still receive the vouchers.

Please watch the video link below with your child to prepare them for their return to school.

<https://tinyurl.com/y86hhgvy>

Please be patient with the staff, this is all new to them as well as yourselves.
Thank you for your support in these matters.



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