**Moor Park Primary School**

**September 2020 Opening Plan**

The government issued guidance to schools on 2nd July asking for schools to prepare to welcome all children back this autumn. Within the guidance, there was an acknowledgement that social distancing in schools is not possible and that schools should try to do this where possible. Instead a range of approaches and actions should be employed to do this. These can be seen as a hierarchy of controls that, when implemented, creates an inherently safer system, where the risk of transmission of infection is substantially reduced.

These include:

* minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges
* cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
* ensuring good respiratory hygiene - promote the ‘catch it, bin it, kill it’ approach
* cleaning frequently touched surfaces often, using standard products, such as detergents and bleach
* minimising contact between individuals and maintain social distancing wherever possible

The government and local authority recognise that all schools are different and have individual issues that need to be addressed at school level and have therefore allowed the school to use the guidance and make decisions that are unique to the setting and the school community.

As you can imagine the preparation and discussion needed to make decisions moving forward are both complex and challenging. We recognise that however we proceed there will be no perfect solution for every family.

**The Provision**

**Phased return**

**School will reopen to children from;**

**Nursery** on Monday 7th September (normal nursery hours apply)

**Reception** on Wednesday 2nd September (Induction process; part time provision from 2nd – 11th September)

**Y1 – Y6** onWednesday 2nd September (part time provision from 2nd – 4th September)

**Rationale for the part time provision for Y1 – Y6**

The majority of children will have been out of school for 6 months. Starting back on a half day basis for the first three days of the new academic year will enable the children to become familiar with their new teachers and support staff. They will be able to learn the new routines, behaviour expectations, their new environment and new procedures in smaller groups. This will also enable the teachers to get to know the children in a smaller group before welcoming all children back into their class on Monday 7th September.

The children will be put into groups and will either attend a morning or afternoon session. There will be no Lunch provision on the first three days, apart from where your child is entitled to Free School Meals, and a packed lunch will be provided.

**From 7th September WHOLE SCHOOL opening:**

**Nursery** children follow their own hours/induction process.

**Reception** children from 2nd – 11th September part time provision as stated in induction information.

From the 14th September follow the following working pattern;

Monday and Tuesday 9.00am – 3.00pm

Wednesday 9.00am – 1.00pm

Thursday and Friday 9.00am – 3.00pm

**Y1**

Monday and Tuesday 8.45am – 3.00pm

Wednesday 8.45am – 1.00pm

Thursday and Friday 8.45am – 3.00pm

**Y2**

Monday and Tuesday 9.00am – 3.15pm

Wednesday 9.00am – 1.15pm

Thursday and Friday 9.00am – 3.15pm

**Y3 – Y5**

Monday and Tuesday 8.45am – 3.00pm

Wednesday 8.45am – 1.00pm

Thursday and Friday 8.45am – 3.00pm

**Y6**

Monday and Tuesday 9.00am – 3.15pm

Wednesday 9.00am – 1.15pm

Thursday and Friday 9.00am – 3.15pm

**Rationale for the new working pattern for Reception to Y6**

The children will receive high quality education from their own class teacher and support staff for a total of 25 hours or more each week, meeting our legal requirements.

By finishing at 1.00pm each Wednesday school will be able to have a deeper clean of the classrooms and resources each week.

All teaching staff will be able to take their mandatory planning, preparation and assessment time without needing to be released from the classroom by a different adult. This will enable us to reduce the amount of staff working across different bubbles – which follows the government guidance of minimising the risk of transmission. This will also be far less disruptive for the children who will still be getting used to being back in school and their new learning environment.

**Extended Day:**

The Breakfast and After School Club will hopefully reopen from Monday 7th September. The provision will look different to meet the new requirements. Further details regarding the breakfast and after school club and Wednesday afternoon provision, will be shared with you shortly.

**Groupings (explanation):**

The children will be in classes of up to 30 in each class, with a maximum of 60 for the cohort. Think of these as ‘bubbles’ to minimise the transmission of the virus. They will have the same teacher and support staff wherever possible. We will consider Nursery & Reception as a bubble, Y1 & Y2 as a bubble, Y3 & Y4 as a bubble and Y5 & Y6 as a bubble. The children will only mix with the adults and children in their ‘bubble’ throughout the day and will not be able to play with other children on the playground as this will be staggered and zoned. Lunch will be eaten in classrooms or outside.

**Groupings (further information):**

Your child’s class teacher will plan the curriculum for all their pupils. Lessons for English, Maths and Topic will continue to follow Oak Academy, this is to ensure that in the event of another lockdown the children will be able to continue their learning at home.

Each group will have a teacher who will remain with them exclusively all day. There will also be a teaching assistant assigned throughout the day. During key periods, such as lunchtime, the staff will rota breaks. Teaching Assistants will support with cleaning tasks, sick children and further supervision.

Children will not be allowed to bring in any items from home – the exception to this is a packed lunch if they are not having a school provided meal. The children will be provided with all the personal equipment that they need and this will be regularly cleaned.

**Nursery and Reception**

Due to the nature of early years, it will be very difficult to enforce social distancing, but we will attempt to minimise the risk of spreading the virus by utilising the classroom spaces, break out areas and outdoor provision and by reducing the amount of equipment/surfaces; continually cleaning and have regular hand washing.

**Nursery Provision**

Nursery will be open as usual. Staffing from September will be Miss Simpson, Mrs Quinn, Mrs Topham, Mrs White and Miss Collins.

Parents MUST NOT come into the Nursery building under any circumstances. Any correspondence must be via email or telephone.

**ENTRY & EXIT** – from Toronto Avenue

Please contact Mrs Rhodes ([jane.rhodes@moor-park.blackpool.sch.uk](mailto:jane.rhodes@moor-park.blackpool.sch.uk)) to discuss details about Nursery places and hours.

**Reception Provision**

|  |  |  |
| --- | --- | --- |
| Classrooms | RAC | New Teacher |
| Numbers | 30 (Max) | 30 (Max) |
| Staff | Miss Cross/Mrs Crompton | New Teacher /Mrs Heald |
| Pick Up/Drop off point | **9.00 am** Drop off  **3.00 pm** Pick up  Reception Classroom door and conservatory  **ENTRY & EXIT** from either the infant playground off Toronto Ave or main front gate off Moor Park Ave  (there will be drop off zones marked) Parents MUST NOT come to the door | |

**Year 1 Provision**

|  |  |  |
| --- | --- | --- |
| Classrooms | 1HW | 1AC |
| Numbers | 30 (Max) | 30 (Max) |
| Staff | Miss Woods/Mrs Wellings | Miss Cooper/Mrs J White |
| Pick Up/Drop off point | **8.45 am** Drop off  **3.00 pm** Pick up  Infant playground door  **ENTRY & EXIT** from Toronto Avenue on to the infant playground (there will be a drop off zone marked) – Parents MUST NOT come to the door | |

**Year 2 Provision**

|  |  |  |
| --- | --- | --- |
| Classrooms | 2JF | 2MM |
| Numbers | 30 (Max) | 30 (Max) |
| Staff | Mrs Forrester /Mrs Tilling (0.5) | Miss Morris/Mrs Tilling (0.5) |
| Pick Up/Drop off point | **9.00 am** Drop off  **3.15 pm** Pick up  Infant playground door  **ENTRY & EXIT** from Toronto Avenue on to the infant playground (there will be a drop off zone marked) – Parents MUST NOT come to the door | |

**Year 3 Provision**

|  |  |  |
| --- | --- | --- |
| Classrooms | 3SK | 3EP |
| Numbers | 30 (Max) | 30 (Max) |
| Staff | Miss Kirkaldy/Mrs Walford | Mrs Pook/Mrs Clarkson |
| Pick Up/Drop off point | **8.45 am** Drop off  **3.00 pm** Pick up  Y3 area and door  **ENTRY & EXIT** from Moor Park Ave (there will be a drop off zone marked) – Parents MUST NOT come to the door | |

**Year 4 Provision**

|  |  |  |
| --- | --- | --- |
| Classrooms | 4AP | 4MT |
| Numbers | 30 (Max) | 30 (Max) |
| Staff | Mrs Parton/Miss Isted | Mrs Taylor/Mrs Farley |
| Pick Up/Drop off point | **8.45 am** Drop off  **3.00 pm** Pick up  Junior playground door (long corridor)  **ENTRY & EXIT** from Moor Park Ave on to the junior playground (there will be a drop off zone marked) – Parents MUST NOT come to the door | |

**Year 5 Provision**

|  |  |  |
| --- | --- | --- |
| Classrooms | 5MMc | 5GW |
| Numbers | 30 (Max) | 30 (Max) |
| Staff | Miss McWhinney/Miss Holden | Miss Whitehouse/Mrs Neilson |
| Pick Up/Drop off point | **8.45 am** Drop off  **3.00 pm** Pick up  Junior entrance door  **ENTRY & EXIT** from Moor Park Ave (there will be a drop off zone marked) – Parents MUST NOT come to the door | |

**Year 6 Provision**

|  |  |  |
| --- | --- | --- |
| Classrooms | 6NT | 6CS |
| Numbers | 30 (Max) | 30 (Max) |
| Staff | Miss Taylor/Miss Brookes (0.5) | Miss Singleton/Miss Brookes (0.5) |
| Pick Up/Drop off point | **9.00 am** Drop off  **3.15 pm** Pick up  Y6 playground door  **ENTRY & EXIT** from Moor Park Ave on to the junior playground (there will be a drop off zone marked) – Parents MUST NOT come to the door | |

**Curriculum:**

All pupils across the school will receive a high quality education that enables the children to thrive and progress. Teachers will ensure learning enables socialisation between pupils through conversation, games and activities whilst still observing safe practices.

Early Years and Y1 will adapt their curriculum and continuous provision will not be offered in the same way. Activities will be more structured but will include opportunities to play and use inside and outside areas. All resources used will be cleaned before re-use.

**Home Learning:**

Home Learning will be encouraged for homework purposes and for possible for catch up sessions and activities. Further details to follow in September.

**Drop off and Pick Up:**

Information regarding each group’s drop off and pick up points are noted in the tables above.

PLEASE NOTE THAT THE CAR PARK WILL BE CLOSED FOR PARENTS. IT WILL BE FOR STAFF ONLY.

Only one person should be picking up children as this will support social distancing. The only exception would be if you have a child with you of primary school age or younger. If waiting for children, please keep 2m apart and move away from any thoroughfares. **Equally, no one experiencing Coronavirus symptoms should come onto the site or be sending their child into school.**

Outside each drop off and pickup point there will be access to a hand sanitiser. Children will clean their hands using it both when they enter and leave school. There will be a member of staff there to supervise and welcome the children. On pickup staff will send your child out to you. We ask that parents waiting on the playground comply with social distancing rules at all times. We ask that you leave the premises as soon as you have collected your child to avoid gatherings of people. **It is essential that you arrive and collect your child on time.**

**Sickness:**

If a child or staff member has symptoms of Coronavirus they must not come to school. Staff will inform the headteacher and testing will be arranged. Anyone who develops symptoms must not come to school for 7 days unless they have been tested and the results of the test are negative and they no longer show any symptoms.

If a child or staff member develops symptoms in school they must leave the site as quickly as possible avoiding contact with others. The child will be taken to the isolation room whilst their parents are telephoned to pick them up. Siblings will also be brought to the room. They will be supervised by staff who will wear Personal Protective Equipment (PPE). The area will be thoroughly cleaned by that staff member when the child is picked up. If a staff member becomes unwell, a test will be arranged. Anyone who has developed symptoms in school must stay at home for 7 days unless tested and found to be negative, this includes any of their siblings.

If any children or staff test positive, the rest of their class and bubble may be sent home and advised to self-isolate for 14 days. The other household members of that wider class or bubble do not need to self-isolate unless the child, young person or staff member they live with in that group, subsequently develops symptoms.

**PPE (Personal Protective Equipment):**

The government guidance is clear that PPE should only be worn in specific circumstances in school. It will not be worn by children. Staff will only wear it if having to work closely with a child, for example, administering first aid or intimate care. PPE will also be worn by any staff member supervising a child who has symptoms of Coronavirus whilst they wait to be picked up by a parent.

**School Uniform:**

We ask that all children wear their school uniform, including appropriate footwear.

Please be advised that jewellery, including earrings, and accessories such as scarfs, hair ribbons and bows, watches, or any other non-essential item of clothing IS NOT PERMITTED. Children will be asked to remove any non-essential item and this will be sent home.

**SEND Pupils:**

Our children have a range of needs and we will need to plan accordingly to ensure the well-being of specific pupils so that they have a safe and successful return to school. Please contact Mrs Palmer should you wish to discuss anything further.

[abigayle.palmer@moor-park.blackpool.sch.uk](mailto:abigayle.palmer@moor-park.blackpool.sch.uk)

**Lunchtimes & Playtimes:**

These will be staggered so a smaller number of pupils are on the playground. The children will only be able to play with those children in their bubbles and will be in zones on the playground supervised by a member of staff at all times.

Lunch will be eaten in classrooms and brought to the children from the kitchen if they are having a school dinner.

**Attendance:**

School attendance is mandatory again from the beginning of the autumn term. This means from this point, the usual rules on school attendance will apply, including;

* parents’ duty to ensure that their child attends regularly at school where the child is of compulsory school age
* schools’ responsibilities to record attendance and follow up absence
* the availability to issue sanctions, including fixed penalty notices in line with Local Authorities codes of conduct

**Arrival and collection times:**

* Please ensure that you arrive on time in the morning at your specified arrival time. There will be no main school office available to manage late attendance.
* Please ensure that you arrive on time for collecting your child. We do not have the office facility to manage children who are not collected at home time. If a child is not collected on time, they will be put in our ASC facility and a charge of £6 will be incurred.

Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, they will be offered remote education.

If parents of pupils with significant risk are concerned, then please contact the Headteacher, Mrs J L Magson to discuss your concerns.

**Restrictions for Staff:**

Staff should remain in the classrooms they are assigned and must avoid entering other rooms. The Staff room will be open for lunch, with restrictions in place, once the children are outside. The sitting with colleagues is allowed as long as strict social distancing of 2m is in place.

The School Office will only be accessed by Office Staff, member of the Senior Leadership Team and the Headteacher. Should a staff member have a query with the office, please go to the door and stand back. Registers will be delivered and picked up being left outside classroom doors and wiped.

**Visitors to school:**

Only essential visitors to school will be allowed on site. An example of an essential visitor would be a contractor completing the weekly water tests which are statutory and, in not doing them, would potentially affect the health of the school community. Parents will only be able to come onto the site to drop off and pickup children. Any concerns that need to be discussed with a staff member need to be done via telephone or email as this will help to ensure the safety of both staff and parents.

**School policies:**

Key school policies such as Behaviour and Safeguarding Policies will be reviewed and amended (if required) as an interim measure whilst there are the current restrictions and will be communicated effectively to either staff or children.

**Review:**

The Governing Body, in consultation with the Headteacher, will keep the plan under constant review considering changes in government guidance, views of our community, good practice in other settings and learning from what is a new situation for us all. Any changes will be communicated with parents.

Mrs Joanne Magson (Headteacher)

Mrs Janet Roberts (Chair of Governors)

Updated 17th July 2020