

# **Park Road Community Primary School**

**Re-opening of  
School  
September 2020**

**Return to School  
Information  
Booklet**

**July 2020**



## Groups

- Children will be in their usual year group class.
- These groups will be fixed and we will minimize movement between class groups and only mix children if necessary for learning needs and limit this to their immediate Key Stage year groups i.e. Upper Key Stage 2-Y5 and Y6, LKS2 – Y3 and Y4, KS1 – Y1 and Y2.
- Children will be in school on a full time basis. Attendance is statutory and usual attendance procedures will be in place.

## What your child will need each day

- Your child **must** be in clean uniform each day, in line with uniform policy, other than on a day they have PE, when they can arrive already wearing PE kit (you will be informed what day your child has PE). No PE kits need to be brought in. This can be weather appropriate i.e. a warm sports or leisure sweatshirt/tracksuit/jogging bottoms and trainers in school uniform colours i.e. black. No logo'd items or football or fashion trainers to be worn.
- To reduce the risk of carrying infection between home and school and vice versa, items brought into school need to be kept to an essential minimum, i.e. coat, packed lunch and snack, if being brought from home and no more than one small school bag if reading books are being returned to school. No pencil cases, stationery or other non-essential items to be brought to school; all resources and stationery will be provided. No hand sanitiser or tissues please; all this will be provided and readily accessible in each classroom and used area.
- If your child needs to bring medicine to school, please contact the school office. Requests for school to administer medicine should only be made if absolutely essential.
- No rucksacks or other bags will be allowed.
- There will be supplies of hand sanitiser and tissues in every classroom.
- Please apply sun cream before coming to school and provide a hat, if the weather is expected to be sunny. We will not be able to store or apply sunscreen to your child so please use a cream that allows for maximum exposure.
- Packed lunches can be provided from home. Lunch bags/boxes will be kept in a class trolley or box based in the classroom or directly outside, for use of this class only.
- You will also be able to order a lunch from Carol in the kitchen or a hot lunch.
- Due to the logistics of serving meals to individual classes, we are unable to serve hot meals to all children every day. For this reason, classes will have a hot meal in the dining hall on a week on week off basis. ***The weekly rota for this with dates your child is on hot meals is at the bottom of this document. Please make a note of these dates.***
- On the weeks your child is not having hot meals, they will have the option of ordering a packed lunch from the school kitchen, delivered to the classroom to be eaten in this room. This will be charged as usual cost for a school meal via ParentPay, other than if your child is eligible for a Universal infant Free School meal (all children in Reception, Y1 and Y2 are eligible) or eligible for a free school meal. This may include items such as a warm pizza slice or warm sausage roll, in line with the hot meal menu where possible, but there will be no plated hot meal option available at this time.
- ***Please note, if your child forgets their packed lunch, you will not be able***

**to drop this off later in the day.** The office will not be open and will not be able to receive items during the day. We will provide a school packed lunch meal on that day. You will be charged for this, unless your child is eligible for a UiFSM or FSM.

- Snacks can also still be ordered from the kitchen, paid for on ParentPay. **There will be no snack form to complete however; choices will be recorded daily by the class teacher at morning registration and passed through to the kitchen.**
- Coats can be worn if it is raining or forecast to rain. We encourage a jumper or sweatshirt if it is dry and sunny and forecast to remain so.

## **Arrival/Departure Times**

- Due to managing risk for an increased number of children returning to school, and the government guidance on maintaining separate groups of children, a staggered entry and exit into the building will be necessary with a 15-minute timeslot for each of the 7 class groups.
- Please make every effort to be punctual to avoid the risk of different year group crossing. If you miss your allocated time slot, your child will be asked to wait at an allocated spot until all Year groups are in, to avoid the risk of potential cross contamination. You will need to wait with your child until the next group has finished entering as your child will not be permitted entry through the main school entrance. We ask that you do not bring your child to the main school entrance.
- Please note that your child may not start school and/or finish school at the usual time and the starting timeslots will run from 8.30am to 9:00am and end of school day times will be adjusted accordingly and will run from 3.00pm-3.30pm.
- Your child's allocated year group timings are detailed below
- If your child is in either R/Y2/Y4/Y6 and have siblings in either Reception/Y6/Y2 or Y4 the children will be able to arrive together at the earlier time slot and the child in the later Year group will enter their class and be supervised until the rest of their class group arrive. Likewise, the child in the earlier slot will be supervised at the end of the day until the later time slot. **Please note this will only apply to children in Reception, Y6, Y2 and Y4 as these are the year groups entering at 8.30 and 9.00am respectively. All other families with siblings that may be 15 minutes apart are asked to wait.**

## **Entering/exiting School**

Please **do not** bring your child to school if they, or anyone in the household is showing any symptoms of Covid19

- a new, continuous dry cough
- a high temperature
- loss of taste or smell.
- Only one parent should accompany/collect your child/ren to and from school. We ask that siblings, if not attending school, do not come also but stay at home, if at all possible.
- The government's guidance stipulates that Public Health England does not recommend the use of face coverings in schools as the misuse may inadvertently increase the risk of transmission. Schools have been instructed

to have a process in place for removing these when pupils/staff arrive at school. If a child wears a face covering to school, we ask that the accompanying adult removes this prior to entering the school grounds and takes home if re-usable, or disposes of this. If any are worn to school and not removed at the entrance gate, the child will be asked to remove this and place in a waste bin. These cannot be returned. Children must then use hand sanitiser prior to entering the classroom and wash their hands immediately on entering the classroom.

- Please be punctual to avoid different Year groups coming into contact with each other.
- Children will enter/exit either via the KS1 or KS2 gates (other than Y3, who will enter via the main school Entrance) and walk down the external paths to their classes' external classroom doors. They will enter the classroom via these external doors (other than Y3 who will enter/exit via the main school entrance and directly into the Y3 classroom).
- In order to implement measures to reduce risk and contamination, strict one-way systems will be in place at the KS2 entrance and the KS1 entrance gate (and separate one-way system for Y3) These will be supervised at drop off/collection times to ensure these are adhered to. Please maintain a distance from others when dropping off and do not gather or stay and chat; we ask that you drop off and leave straight away and do not linger, or stay to chat to others.

*Details of timings and which entrances your child's year group will use are outlined below*

- Parents will not be able to enter the school grounds or premises unless for emergencies or exceptional circumstances, other than via appointment if necessary. Please email or phone the school office to arrange these.
- The school office will be manned daily but will not be open to parents or visitors unless essential i.e. if your child is poorly and needs to go home.
- For this reason, we ask that you do NOT book doctor or dentist appointments during the school day where at all possible. We understand that for consultant/hospital appointments this may not be possible and will make arrangements with you to accommodate these appointments.

WHILST WE APPRECIATE THESE CHANGES TO SOME YEAR GROUPS ARRIVAL AND DEPARTURE TIMES MAY CAUSE SOME INCONVENIENCE, WE ASK FOR YOUR SUPPORT AND UNDERSTANDING WITH THIS: WE MUST COMPLY WITH THE GUIDANCE SO PLEASE MAKE EVERY EFFORT TO BE PUNCTUAL AND ADHERE TO THE TIMINGS OF YOUR CHILD/REN'S YEAR GROUP'S ALLOCATED TIME SLOT.

## **Hand Washing and Hygiene**

- Children will be asked to use the hand sanitiser on entering and exiting the building.
- Children will be supervised washing their hands: before and after break, before and after lunch and after every toilet visit.
- Children will also be expected to practice good respiratory hygiene – catching coughs and sneezes in tissues and disposing of them in a lined, lidded pedal

bin, which will be emptied at the end of the school day (which will be double bagged and disposed of appropriately) and then washing their hands.

- Children will be asked and reminded to avoid touching their mouth, nose and eyes with their hands or equipment.
- Children are to tell an adult if they are experiencing symptoms of coronavirus.
- Each Year group will have their own toilet area, or shared toilet space with one other Year group, in the case of Y3,4 and Y5,6. These classes will be allocated the toilets directly outside each of these classrooms. Allocated time slots will be given to each year group to use where at all possible. Toilets will be cleaned regularly and a log recorded
- There will be pump hand sanitisers and additional, wall-mounted hand sanitisers in each classroom, all used areas and around school for staff and children to use. Children must not bring in their own bottles or tissues.

## **In Class**

- Each child will have their own named desk and a named tray or pot and personal stationery, with any additional equipment kept solely by them in their tray. They will only move from these if needed for learning purposes and if this is the case, the desks and chairs will be thoroughly cleaned using antiseptic wipes and/or disinfectant spray. Every classroom and used space will have a supply of cleaning products including PPE-disposable gloves and aprons for staff use.
- Their lunch bag (if brought in) will be stored in the classroom on entry, in designated individual class trolley or boxes.
- If equipment must be shared, it will be sprayed with a disinfectant spray or thoroughly wiped with a disinfectant wipe after use.
- The classrooms may look a little different as we have had to move some unnecessary furniture and items out. We have also been obliged to remove soft toys and fabrics, where possible to minimize risks of contamination. We will however, ensure that a broad and ambitious curriculum will still be taught and will be appropriately resourced.
- All resources and equipment will be cleaned appropriately after each use and at the end of each day.
- We still aim to provide our usual creative and engaging learning activities and, weather permitting, we will be spending more time learning outdoors.
- We will be following an enhanced cleaning regime with tables, chairs, rails, door handles, light switches, toilet flushes, sinks, taps, toilet door locks all cleaned daily, to make the school as safe as possible for children and staff.
- Children will be supported to use antiseptic wipes to clean their desks, resources and chairs regularly throughout the day.
- Lidded bins, tissues and anti-viral wipes will be available in each classroom and will be checked daily to keep replenished and well stocked.
- Coats if brought in, may be stored on the backs of chairs or on hooks in the classroom or just outside in the corridor.

## Social Distancing

- The children will be in the usual year group classroom with their usual class. Contact between year groups will be minimal. Children in each year group will enter and exit the building from the external classroom doors.
- Children will be supported to maintain distance and not touch staff and their peers where possible.
- Staff will also be expected to maintain a 2M distance when circumstances allow and to minimize time spent within 1M of others. It is also recognised however, that this is not always possible with younger (primary aged) children and is therefore encouraged when circumstance allow as this will help to minimise the risk of transmission.
- They will be taught by the same teachers/staff but there will be other teachers covering PPA as usual. This will be by the same, consistent adult/s.
- Children may be taught in small groups with another adult but these groupings will be kept to a minimum in order to support learning. Additional adults will, where possible, work only across two year groups, keeping any mixing of groups to a minimum i.e. Y5/6, Y3/4, Y1/2.
- To promote continuity and minimise anxiety, all year group classes will have two members of staff available at least for the mornings and in EYFS and KS1, all day.
- Desks will be placed in rows facing forwards and children will sit facing forwards at all times. This includes in the dining hall.
- EYFS/KS1 will have some use of carpet spaces for teaching inputs.
- If outside for play/PE, they will be playing non-contact games
- Children will remain in their own rooms throughout the day unless going to their allocated toilet area, into the dining hall for their allocated lunch slot or if entering a small additional teaching space for an intervention/ support teaching session.
- Access for groups to parts of school will be limited to their classroom, their designated toilets and the designated entrance/exit for them on the whole, other than for PE, lunches and small group teaching sessions as per allocated time slots.
- Staff will also not mix with other adults or enter other areas within school other than at allocated times for breaks in small staff groupings or if required for learning needs i.e. when covering classes for statutory PPA or taking small groups of learners from no more than two year groups, where at all possible.
- Staff will be responsible for cleaning down their staff room areas at the end of each use.
- Each year group has a designated, cordoned off zone for playtimes. In the event that the field is too wet to use, the playground has been cordoned off into two zones. Playtimes and lunchtimes will be staggered on these occasions.

## Infection control

- We ask that parents take the temperature of their child each day if possible. Schools are advised *not* to take temperatures of children in school unless they become symptomatic or poorly.
- If a child's temperature is above 37.5 your child must be kept at home.

- Parents are asked to engage with the Government's Test and Trace app and to familiarise themselves with this prior to school's reopening.
- Your child must not attend school if they are poorly.  
Children must not attend the school if they display any coronavirus symptoms (Persistent, dry cough, high temperature, has a loss or change in their normal sense of taste or smell)
- In this situation, the school will only allow the child to return if they either have a negative test or have self-isolated for 7 days and is showing no symptoms.
- Children must not attend the school if a member of their household displays any coronavirus symptoms. In this situation, the school will only allow the child to return if the member of the household has a negative test or your child has self-isolated for 14 days and is showing now symptoms.
- In both cases it is the duty of the parent or carer to inform the school about the symptoms and provide the proof of a negative test.
- You are advised to book at test therefore at the earliest opportunity if your child shows any of the above symptoms

### **What happens if there is a confirmed case of coronavirus in the school?**

- If your child develops symptoms compatible with coronavirus, school will follow the government guidance and Public Health England advice which is:  
  
they will be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All children now have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario.
- Where your child tests negative, they can return to school and their fellow household members can end their self-isolation.
- Where the child tests positive, the rest of their class will be sent home and advised to self-isolate for 14 days. The other household members of that wider class do not need to self-isolate unless the child they live with in that group subsequently develops symptoms. All other parents in school will be alerted of a confirmed case within school but do not need to take any action other than to monitor their child for any symptoms.
- The school will take the temperature of a child if they have concerns about their health.
- Public Health England will be contacted if a confirmed case is reported and will advise school of subsequent actions needed

### **It is important that all children understand the following:**

- They must avoid touching or hugging anyone – staff or pupils. There is to be a policy of no physical contact between anyone in school
- They cannot share snacks or any food
- Each child will be given their own every day, frequently used essential resources to use i.e. pencil, ruler, pen etc. These will not be shared with other children.
- They may use shared resources (such as those needed to aid learning i.e. maths equipment, word mats) when directed to by the teacher. These will be collected by an adult for cleaning before being given to another child.
- There may be some resources that will not be allowed for hygiene safety

reasons e.g. items with very small play parts that may be hard to keep clean, soft toys etc.

- Non-contact games only will be allowed at playtimes and lunchtimes
- They will not be able to mix at all with children in other groups (other than in small learning groups) even at playtime. All whole school activities will not take place until further notice.
- They have to wash their hands properly, for 20 seconds, using the advised technique throughout the day as guided by staff and after toileting or if they have coughed or sneezed into their hands (whether or not they have used a tissue) There will be posters clearly displayed and this will be taught to the children and reminded daily.
- They will be encouraged to cough/sneeze into the elbow crease if they do not have a tissue to hand and directed to get a tissue/wash their hands and dispose of this tissue in the appropriate, lidded pedal bin in each classroom/used area.

## Learning

- When children come into school, it will look and feel quite different to what they are used to and they may understandably find it a little confusing and unsettling at first. To allay anxiety and address wellbeing, we will initially focus on ensuring that the children have opportunity to voice their thoughts and feelings through a range of transition activities, which we hope will offer them reassurance and coping strategies. Once we are confident that the children are settled we will be looking to address gaps in their learning as far as possible.
- We aim to ensure consistency across classes and to build clear routines for our children, as we recognise this will build confidence and security.
- Every class will follow the same routines each day; this will be reviewed regularly and may be changed as children's needs change
- The morning will start with a reminder of all hygiene and social distancing expectations.
- This will be followed daily by time for wellbeing and emotional focus work, with activities designed to give time and space to allow children to share and explore their feelings and experiences. We will promote an 'it's ok to talk' policy and encourage open, curious conversations during this time and at any time during the day children want this.
- Children will continue to receive a broad and balanced curriculum.
- School has reviewed our current curriculum to ensure that we focus on essential learning that children may have missed and will need to cover whilst ensuring we still teach across all subjects
- We have planned units which will have clear core learning in English and Maths threading through and that make strong connections across other subjects.
- Our timetables will look a little different as we focus on core subjects in order to ensure children make rapid progress in the core essentials as well as covering all subjects in a broad and balanced way.
- Additional Phonics, Reading, Maths and English sessions may be included each day.
- Enrichment afternoons will not take place at least for the Autumn term, but will be subject to review. This is to enable teachers to focus on learning that has been missed and to diminish gaps in learning as a result of lockdown. Some learning that is currently undertaken by external providers i.e. modern foreign languages will be delivered by internal staff, some external staffing for PPA for example, will still take place.



- Assessments of children's learning needs will be made as soon as they return. Provision has been put in place to deliver small group/intervention learning where needed. Ms Harding will be non-class based this year to lead on this 'catch up' support and other TAs will also be deployed for some of their time to support small groups or 1-1 on focused catch up or additional learning support.
- Units of work will be taught in English that are designed to have clear links to the wider subjects taught in each year group, where possible or appropriate, so that children can make connections to their wider learning. These units will be based upon a text which will have a mental health/emotional/wellbeing theme, where possible.
- All staff have been trained in mindfulness and emotional wellbeing support and provision for children. These resources will be used across all classes.
- All classes will undertake reading activities with their children and books will be available in school for reading, on a 72-hour rotation basis. Some will be sent home, but will be taken out of circulation for 72 hours on return. For this reason, each class will have set days to change books. Class teachers will share this via Seesaw. Due to the restrictions in place, books will not be changed outside of these set days, to ensure that these hygiene and safety measures can be followed.
- For anyone not attending, work will continue to be available via SeeSaw. We have already mapped out a remote offer of lessons across our long term curriculum in each year group and will film inputs of lessons to upload to SeeSaw so that the children are receiving equitable learning opportunities.
- Children will work as much as possible in their own exercise books which they will keep in their trays or in a central, dedicated space.
- As much as possible, feedback will be verbal, a screenshot of work taken and uploaded to SeeSaw for feedback, peer or self-assessed. If workbooks are marked, they will be marked in class and not removed i.e. taken home by staff in order to do so, unless in exceptional circumstances
- Whilst class groups of children cannot mix, we intend to ensure that children feel safe and secure and part of the wider school community by holding virtual, live sessions where classes can talk to one another and share. Assemblies will also be virtual, including a Friday whole school celebration session. This will not include class parents' assemblies until further notice.

## **SEND**

- School have planned and implemented the use of social stories to provide specific, bespoke support in preparation for the changes to routine for children with SEND.
- Specialist therapists, clinicians and teachers can attend school (and when visiting other school settings) to support SEND children as usual.

## **Break Time and Lunch Time**

- Break times and lunch times will be staggered.
- Each year group will have an allocated zone on the grassed area.
- If it is too wet to use this space, playtimes will be staggered and the playground will be split into zones for two year groups to use at one time, in allocated spaces.
- Plastic play equipment will be used and disinfected after each use and

stored appropriately.

- Children will be encouraged to follow non-contact guidance at break and lunch time and only non-contact games will be allowed.
  - Lunchtimes will be staggered and on a week on/week off hot meals rota. This is because we have to limit contact between groups of children and in order to do so, we have to stagger lunchtime access to the dining hall.
  - Only one class will access the dining hall at any one time.
  - On the weeks that children are on hot meals, they will eat in the hall at an allocated time slot for their class. During the weeks that classes are not on hot meals, they will still be able to still order a packed lunch from the school kitchen and this will be delivered to their class to be eaten in the classrooms. This may include items such as slice of pizza, warm sausage roll, a burger in a bun, homemade cakes and doughnuts.
  - Packed lunches whether home provided, or from the school kitchen, will be eaten in the dining hall with the children having hot meals during the weeks the class is on the 'hot meals' option. On the weeks that children are not on 'hot meals' option, packed lunches will be eaten in the classroom.
  - All tables and chairs will be cleaned with disinfectant/antiseptic wipes before and after eating.
  - Children will wash their hands before and after eating.
  - At lunch time, children will eat outside when weather allows.
  - Free school packed lunches will continue to be available to all Reception and KS1 children (under the Universal Infant Free School Meals scheme) and to any children eligible for free school meals. School packed lunches will also be available to buy via ParentPay. These will be delivered outside the classrooms each day by the kitchen staff.
- Children will have to choose which lunch option they want at morning registration
  - Snacks will also be ordered in this way on a daily basis; there will be no paper snack forms to complete.
  - Lunch and snack options will be sent through to the school kitchen by the teaching staff each morning.

## Other

- School has implemented plans and systems to manage physical distancing and hygiene of other visitors to the site, such as contractors such as ensuring visits are out of school hours where at all possible and keeping a clear log and record of visits

## Attendance requirements

- As schools will be fully re-open, attendance is compulsory.
- Normal attendance procedures will be in place.
- Children, young people and staff who have been classed as [clinically extremely vulnerable due to pre-existing medical conditions](#) or [who live with someone who has been classed as clinically extremely vulnerable](#) and have been advised to shield until 1<sup>st</sup> August can attend school unless or until further guidance stipulates that these children need to remain at home, in which case we will continue to support them with an equitable home

learning offer. We advise any parent of a child who is classified in this way to seek medical advice.

- A child/young person who lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, can attend school.
- If your child is experiencing anxiety about returning to school and you wish to discuss their re-integration into school, please contact us via the school office.

## **Mental Health**

We have found that children coming into school during the lockdown quite quickly adjust to the new, temporary 'normal'. Although it is far from an ideal situation, staff will do their utmost to nurture the children during this adjustment period and beyond. Prior to school opening more widely, all staff have received training from an experienced play therapist on supporting children's mental health, and we will be putting together packages of activities for their first few days that will promote allaying their anxiety and give them strategies to cope if they are experiencing difficult emotions on their return. We are conscious that some children may have suffered a bereavement or other very challenging circumstance during lockdown and we would ask that you alert us to this confidentially so that we can be mindful of the additional support they may need. Also, we have access to support from mental health care professionals, who can advise staff and parents if anxieties continue or if other mental health issues need addressing.

## **Contacting School**

- All contact with the school, including with teachers should, where at all possible, be by SeeSaw, phone or e- mail to the school office.
- Face-to-face contact can be requested if contact is not possible over the phone or via SeeSaw. F2F meetings or virtual meetings can be arranged when needed, by prior appointment.
- In order to follow the government's guidance on appropriate measures to reduce contamination and infection, the office will be closed to all but essential visitors or by prior appointment.
- Parents and carers will only be permitted to come to the school office by prior arrangement.

## **Tips for parents to ease child anxiety of returning to school**

- A few days before school, start preparing children for the upcoming transition by getting back to school routines such as a realistic bedtime and selecting tomorrow's clothes, getting them up early in the mornings etc.
- Arrange online calls (i.e. on zoom) with one or more familiar peers before school starts. Research shows that the presence of a familiar peer during school transitions can improve children's academic and emotional adjustment. If online calls are not possible show them class photos or talk to them about who they will meet again when back in school.
- Talk children through the morning routine and school drop-off; children are less fearful if they know what to expect. Talk to children about what to expect when they go in to school. Highlight the fun as well as what they might find challenging.

This video would be useful to support you with this (note that we will not be taking temperatures) <https://www.youtube.com/watch?v=RGNi0mEmwpl&feature=youtu.be>

- Come up with a prize or a rewarding activity that the child could earn for separating from parents to attend school.
- Validate the child's worry by acknowledging that, like any new activity, re-starting school can be hard but soon becomes easy and fun.
- Reassure children that school is a safe place and explain what they can do to keep themselves safe (i.e. when sneezing 'catch it, bin it and kill it' by washing their hands). Explain what you as a parent will do to keep yourself safe while you are at home or in work.
- Parents should try and manage their own anxieties in front of their children, model a sense of calm and confidence.

**For anxious older children who do not want to attend school**, explain to them:

How avoiding school maintains their anxiety. Facing our fears may increase our anxiety at first but eventually the anxiety reduces.

The body symptoms that we experience when we're anxious (i.e. fast beating heart, sweaty palms, fast breathing etc.) can be alarming but they are our body's natural response to a perceived danger. It is ok and normal to feel anxious at times.

### **Videos for children that explain anxiety**

- ♣ Fight Flight Freeze – A guide to Anxiety for Key Stage 2 primary school children: [https://www.youtube.com/watch?v=FfSbWc3O\\_5M](https://www.youtube.com/watch?v=FfSbWc3O_5M)
- ♣ Fight Flight Freeze – A guide to Anxiety for secondary school children: <https://www.youtube.com/watch?v=rpolpKTWRp4>
- ♣ The owl and guard dog brain – For Key Stage 2 primary school children: <https://www.youtube.com/watch?v=so8QN9an3t8>
- ♣ The best way to reduce anxiety is by calming our body symptoms. We can do this by practicing techniques such as muscle relaxation, breathing, grounding exercises. Below are some ideas on how children can relax their bodies.
- ♣ Kids muscle relaxation: <https://www.youtube.com/watch?v=cDKyRpW-Yuc>
- ♣ Relax like a cat: <http://www.moodcafe.co.uk/media/26930/Relaxleaflet.pdf>
- ♣ Calming anxiety: <https://copingskillsforkids.com/calming-anxiety>

### **Resources on school transitions**

- <https://www.annafreud.org/media/5103/all-change-parents-back-to-school-guide.pdf>
- <https://childhood101.com/starting-school-12-tips-for-easing-separation-anxiety/>

### **Information on school refusal**

- [https://mindedforfamilies.org.uk/Content/refusal to go to school/#/id/59faef4f768f5e9649724d03](https://mindedforfamilies.org.uk/Content/refusal%20to%20go%20to%20school/#/id/59faef4f768f5e9649724d03)



### Arrival and Departure times and Entrance/Exit points

Yr grp	Room	Designated Entrance	Time of entry	Playtime	Lunchtime – in hall/classroom – 1 week on, 1 week off	Time of exit
R	Reception classroom	KS1 gate- external classroom	8.30am	10.15-10.30am IN REC AREA	11.30am	3.00pm
1	Y1 classroom	KS1 gate- external classroom door	8.45am	10.15-10.30am	12.00pm	3.15pm
2	Y2 Classroom	KS1 gate- external classroom door	9.00am	10.45-11.00am	1.00pm	3.30pm

Yr grp	Room	Designated Entrance	Time of entry incl. handwashing	Playtime	Lunchtime in hall/classroom – 1 week on, 1 week off	Time of exit
3	Y3 classroom	Main entrance directly through via internal classroom door	8.45am	10.30-10.45am	12.30pm	3.15pm
4	Y4 class room	KS2 gate- external classroom door	9.00am	10.45-11.00am	1.00pm	3.30pm
5	Y5 Classroom	KS2 gate- external classroom door	8.45am	10.30-10.45am	12.30pm	3.15pm
6	Y6 classroom	KS2 gate- external classroom door	8.30am	10.15-10.30am	12.00pm	3.00pm

# Class Schedule Week 1

# -----Lunches-----

Class	Entrance	Time In	Play Time	11:30	12:00	12:30	13:00	13:30	Home Time
Reception	KS1	08:30	N/A	Hot Dinner	Play				15:00
Year 1	KS1	08:45	10:15		Hot Dinner	Play			15:15
Year 2	KS1	09:00	10:45				Hot Dinner	Play	15:30
Year 3	Front	08:45	10:30			Hot Dinner	Play		15:15
Year 4	KS2	09:00	10:45				Packed Lunch	Play	15:30
Year 5	KS2	08:45	10:30			Packed Lunch	Play		15:15
Year 6	KS2	08:30	10:15		Packed Lunch	Play			15:00
Week 1 is W/C	7/9/20	21/9/20	5/10/20	19/10/20	9/11/20	23/11/20	7/12/20		
	4/1/21	18/1/21	1/2/21	15/2/21	8/3/21	22/3/21	5/4/21	19/4/21	
	19/4/21	3/5/21	17/5/21	7/6/21	21/6/21	5/7/21	19/7/21		

## Class Schedule Week 2

Class	Entrance	Time In	Play Time	Lunches				Home Time	
				11:30	12:00	12:30	13:00		13:30
Reception	KS1	08:30	N/A	Hot Dinner	Play			15:00	
Year 1	KS1	08:45	10:15		Packed Lunch	Play		15:15	
Year 2	KS1	09:00	10:45				Packed Lunch	Play	15:30
Year 3	Front	08:45	10:30			Packed Lunch	Play		15:15
Year 4	KS2	09:00	10:45				Hot Dinner	Play	15:30
Year 5	KS2	08:45	10:30			Hot Dinner	Play		15:15
Year 6	KS2	08:30	10:15		Hot Dinner	Play			15:00
Week 2 is W/C	14/9/20	28/9/20	12/10/20	2/11/20	16/11/20	30/11/20	14/12/20		
	11/1/21	25/1/21	8/2/21	1/3/21	15/3/21	29/3/21			
	26/4/21	10/5/21	24/5/21	14/6/21	28/6/21	12/7/21			



