

Warmley Park School and College

Aspire, Believe, Enhance, Achieve

Newsletter No: 23 – 17th July 2020

BACK TO SCHOOL



I hope that you have all had a relaxing summer holiday.

In preparation for the September reopening I thought that it would be useful to update you on our current position. There is a lot of organisation information here but I realise that you may still have queries in relation to your own child and situation. As we have 2 in-service days on 1st and 2nd September your child's class teacher will be making contact with you then.

We have completed a full risk assessment which outlines all of our safety measures that reduce the risk of an outbreak, and if there were to be an outbreak, would minimise the contact and spread. We have been working with our Health and Safety advisors, South Gloucestershire Children, Adults, and Health Department, 0-25 Team, and Public Health England to ensure that we put in all actions to ensure the safety of pupils and staff. Staff will receive a detailed briefing and guidance on the in-service training days outlining the processes to keep safe.

We have put in place a bubble arrangement which has been reviewed with South Gloucestershire. Due to the practicalities we have agreed on 6 bubbles. Situations such as staffing levels, arrival points, playgrounds, and toilets have been looked at when designing the bubbles. Staff will be able to move in and out of different bubbles where it is essential as adults know how to socially distance.

In preparing for the full return to school we have taken into consideration the following guidance:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

To promote the safest possible environment for pupils and staff in preparation for the full return to school, we are implementing a phased return over a 4 week period. This will allow us to review the provision and make any adjustments as we go along. This should also give everyone the confidence to be ready for when all pupils are back in school.

Risk Assessment

Our key safety principles are based on the Government's systems of control. This is the set of actions schools must take. They are grouped into 'prevention' and 'response to any infection'.

Prevention:

1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.

Our response to this- we will be temperature testing pupils as they arrive, we are very clear with parents about the need to keep their child at home should they be unwell, we will send pupils home who become unwell during the day.

2) Clean hands thoroughly more often than usual.

Our response to this- we have installed portable sinks in classes, all staff will carry hand sanitiser with them at all times, pupils will wash their hands on arrival and regularly through the day with adult supervision.

3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.

Our response to this- we will be providing tissues and anti-bacterial spray around the school, tissues will be disposed of in bags or lidded bins, pupils will be reminded of this practice, pupils will use disposable bibs, staff have access to visors where required.

4) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach.

Our response to this- we have employed 4 full time cleaners to be in school all day, every day. We are having the entire building fog sanitised twice a week. All classes have a stock of anti-bacterial spray and wipes.

5) Minimise contact between individuals and maintain social distancing wherever possible.

Our response to this- pupils will stay in their class groups for lunchtime and we have allocated times for outdoor play to avoid mixing of classes. Staff can go between bubbles where it is essential although this is discouraged. We have identified 4 different entrances to the building for each bubble to minimise contact. This will be used by staff as well.

6) Where necessary, wear appropriate personal protective equipment (PPE).

Our response to this- we have decided that due to the challenges with implementing social distancing in a special school, staff will wear face coverings at all times. We are providing aprons, visors, and gloves.

Response to any infection:

1) Engage with the NHS Test and Trace process.

Our response to this- we are actively communicating with South Gloucestershire and Public Health England. The bubble configuration reduces contact between groups. We have a procedure in place should there be a case or outbreak.

2) Manage confirmed cases of coronavirus (COVID-19) amongst the school community.

Our response to this- We have a procedure in place should there be a case or outbreak.

3) Contain any outbreak by following local health protection team advice.

Our response to this- We have a procedure in place should there be a case or outbreak.



CATCH IT.



BIN IT.



KILL IT.

Throughout this situation, we have been constantly learning and have had to change our practice as new guidance has emerged. This will need to continue and will be issue more information as the situation progresses.



Arrangement of bubbles:

	Class	Entry points.	Bathrooms	Play areas
Bubble 1	Ladybirds	Nursery	In Nursery	In Nursery
Bubble 2	Sage and Juniper	Pupils enter through purple door to therapy corridor	Ensuite bathroom	Outdoor area from classrooms
Bubble 3	Basil, Oregano and Chamomile	Pupils enter through college gate and Sage playground	Primary toilets and bathroom	Outdoor areas, Warmley Sands and quadrangle
Bubble 4	Lavender, Mint, Parsley	Pupils enter through meeting room 1 door-	Strand toilets and bathroom	Outdoor areas
Bubble 5	Chive, Thyme, Coriander and Tarragon	Pupils enter through main entrance	Main accessible bathroom and toilets by Coriander	Secondary playground
Bubble 6	College	College	College	College

All areas will be signposted including entrance points. Staff will be available outside to direct parents who are dropping their child off. Please be patient- we are expecting start and finish times of the day to be as normal but bringing pupils in safely, and sending them home at the end of the day is likely to take more time.

Procedures to keep Pupils and Staff safe:

Safety at the start and end of day:

One of the greatest risks of adult-to-adult transmission remains when parents or bus escorts are dropping off at the start and end of the day. Staff will meet pupils at their entrance point

Breaktime/Lunchtime food:

Pupils will be eating in their classrooms. If your child usually has a packed lunch this is fine. Please remember that **nuts are not allowed** in school. The school kitchen staff will be providing packed lunches for pupils who have school dinners.

We hope to reintroduce hot dinners later in the term. Each pupil will have their own cup/drink bottle that will be washed in the dishwasher after each use.

Safety in the classroom environment:

The following processes will be put in place to reduce the risk of transmission within the classroom environment:

1. Pupils will sit in a socially distanced arrangement in their classroom where possible - 1 metre apart. We know that this will be difficult to implement in some classes, which is why we are using the high level of cleaning.
2. Each pupil will be given their own resource tray so that no resources need to be shared. We will not be using some resources such as sand and playdough.
3. Some resources may be removed from classrooms so that only essential resources are available. This limits what will need cleaning.
4. Staff will have access to cleaning materials so that they can quickly clean surfaces throughout the day.
5. Cleaning staff will be available throughout the day to clean door handles, toilets, surfaces, corridor walls. We have a specific schedule that is followed by our cleaners each day.
6. All classes will be professionally cleaned daily and the school will be deep cleaned via fog sanitiser twice per week.
7. Teaching outside will take place wherever possible- further information will be provided by your child's class teacher.
8. All staff have a bum bag with PPE including alcohol gel.
9. Staff have been briefed on First Aid procedures.



Safety at breaktime:

Pupils will be kept safe at playtimes by:

1. Being kept within a designated space on the playground for their bubble.
2. Having separate play equipment just for each year group.
3. Washing their hands after every break.

Safely moving around the school:

The risk of contamination and transmission in corridors, toilets and other common areas will be reduced by:

1. Each class family having set toilets and doors, taps etc will be cleaned throughout the day.
2. All non-fire doors will be left open to reducing touching of door handles and windows opened as ventilation reduces the likelihood of transmission.
3. There will be tape on the floor of corridors to show set routes between areas.
4. Break times and lunchtimes are staggered, so only one bubble will be using the corridor at any one time. Staff should ensure that pupils in their bubble are not using the corridors when others are doing so.



Potential case:

Should a child/adult develop symptoms of Covid-19 whilst at school:

1. The child will be isolated within the school and staff caring for the child will wear appropriate PPE. The room in which the child waited until collection will be thoroughly cleaned.

2. The member of staff who took the decision to send the child home (usually the class teacher or TA) will record on CPOMs that they were sent home with symptoms and the names of any children/adults in close contact with the child will be recorded.

3. The child will be sent home.

4. The child will need to be tested before they return to school (this usually can take place within 24 hours).

5. The child won't be allowed back into school until a negative test result has been received (again, usually within 48 hours of the test).

Confirmed case:

Should a single child/adult be confirmed as having Covid 19:

1. The child/adult will not be allowed to return to school for at least 7 days until their temperature returns to normal and they feel well. Children may continue to have a cough/loss of taste or smell for some weeks after they have recovered from the virus and would be allowed to return to school once it has been established that they are no longer contagious (usually 7 days).



2. The school will send home anyone who has been in close contact with the child/adult as a precautionary measure.

3. The school will liaise with the NHS Health Protection Team who will risk assess the outbreak and decide how many children/adults need to be sent home to self-isolate.

4. The NHS Health Protection Team will communicate with parents if information needs to be shared. The school will not share the names of children testing positive for Covid 19 beyond those adults/families who need to know this information.

Should two or more children/ adults be confirmed as having Covid 19 within a 14 day period:

1. The NHS Health Protection Team will assess how the school should respond to a cluster of cases.

2. This may include asking a class, bubble or potentially the whole school to self-isolate for 14 days.

For individual concerns regarding your family situation please contact us. Any information that you share with us will be kept confidential.

Keeping visitors to school safe:

The school will continue to limit the number of people entering the school for Term 1. This includes parents. We are sorry that we cannot welcome you into school and will be reviewing this as and when it is appropriate to do so.

Outbreak closure:

Any future closure due to an outbreak will be limited to the relevant bubbles. If this does have to happen, your child's class staff will send home learning for them to do during the closure. We would aim to keep the closure minimal and for the shortest possible time.

Communication with Parents: We have missed you too!

1. We will be holding a parents' evening via Microsoft Teams early in September so that parents' can discuss gaps in learning and catch up plans with the class teacher.

2. Parents should contact their child's class teacher via the home school diary as usual. If you would like to speak to your child's class teacher please let the office know and they will be able to contact you at the end of the school day.

3. Staff will phone parents to discuss specific issues if necessary.

4. There will continue to be weekly newsletters with additional emails and texts where relevant.

5. Class staff will continue to use Seesaw as our window on learning.

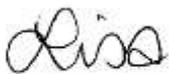
Testing kits:

South Gloucestershire have informed us that they are expecting a small number of test kits to arrive at school which we would be able to issue if required. At the moment, they are continuing to recommend that a test is booked via the NHS website and testing takes place at one of their sites. This situation is subject to change.

Swimming:

South Gloucestershire have informed us that no swimming will take place during the Autumn Term. We are looking at how we can provide hydrotherapy and hope to be in a position to confirm arrangements for this week beginning 15th September.

With best wishes

A handwritten signature in black ink, appearing to read "Lisa". The signature is written in a cursive, flowing style.