

Phased Return Summary Plan for YR/1/6 Parents

Key Dates

- School to start a phased return from 1st June (or a later date, should the government delay due to the 5 ‘tests’ not having been met.)
- In the first week of the phased return, YR and Y6 will be invited to return. In the second week of the phased return (w/c 8th June at the earliest), Y1 will be invited to return. YR/1s will be following a similar timetable and so the delay for Y1s is to allow the systems for drop/off pick-ups and staggered breaktimes etc. to be tested and adjusted, supported by key staff, before inviting more children on to site the following week.

Class Groupings

- All classes are to be divided into two groups – ‘As’ to attend school on Mondays and Tuesdays. ‘Bs’ to attend on Thursdays and Fridays. Groupings will be allocated by the school, ensuring that siblings in different year groups attend on the same days. The groups will largely be sorted through alphabetical class lists, but with some flexibility so that we can ensure equal groupings and a balance of boys/girls. Groupings will be decided upon later this week, after parents have indicated whether they are likely to take up the offer of a school place in the phased return. We will not be able to offer parents the choice of groups.
- Group sizes will not exceed 15 per group and are likely to be smaller than this.
- Half class groupings across the year group will not mix – each class will be allocated different break/lunch times/allocated areas so that they are not outside playing together.
- On Wednesdays, only the children in the keyworker special provision will attend school. This is to allow time for thorough cleaning of the classrooms before the changeover of groups. Teachers will also have their planning time on this day, to avoid the need for additional staff to take the class groups when teachers have their PPA. Teachers will have time on Weds to catch up on phone calls and to check in on the home learning.

Staffing

- Whenever possible, each class will be taught by their own teacher, or if they are not available, allocated a consistent teacher who is familiar with the year group.
- In YR/1, each class will also be allocated a teaching assistant. This will enable each half class to be split further for much of the day with half of the group working in the classroom and half in an allocated outside area.
- Two teaching assistants have been allocated to work across Y6 – this will enable children who need some individual pastoral or academic support to receive it. They will also cover break times for the teachers.
- Midday supervisors will be allocated to a year group.
- Staff will remain within the year group ‘bubble’ and will be minimizing their interactions with staff from any of the other groups. Separate staff room areas are being set up in different areas of the school.

Classrooms

- Each class ‘bubble’ will be based in their own room. They will not use any other inside spaces in the school, other than the toilets, but will have allocated outside spaces. Staff will take the learning outside whenever possible.
- Excess furniture and resources are being removed from classrooms to provide as much space as possible.
- In Y6, tables have been set up facing the front with each child having their own table. This will be their base for the day. They will keep their coat on their chair and anything they need during the day will be kept on or under the table. They will keep the same table and chair each day.
- In Y1, children will also be allocated a ‘home space’ at a chair and table where they will have all they need for the day, although learning may also frequently happen outside or in the quarter groups, spaced out on the carpet (set spaces).
- In YR, children will still have access to some choice of activities within their own classroom, but with more stringent hygiene and cleaning regimes. Tables will be arranged so that children are not sat facing one another. At any one time, half the group will be accessing outdoor learning.

Drop offs/Pick ups

- Each year group will be allocated a window of time for drop offs and pick-ups to stagger arrival of children and parents and minimise the number of people on and around the site at any one time.
- Y6 children will be expected to bring themselves into school via the main gate or the boardwalk – no Y6 parents will be permitted on to the site. The gate will open at 8.30am and Y6 children will come straight into classrooms between 8.30 and 8.45am. Y6 children will leave at 3.15pm. If parents need to collect them, you will be asked to arrange a place to meet away from the school entrance.
- Children attending the key worker special provision will also be asked to arrive between 8.30 and 8.45am, using the small gate to the office. Pick up will be at 3.15pm - these groups will continue to be sent out through the front door.
- Y6 or key worker children must arrive by **8.45am** at the latest so that we can clear the entrances for the next group arriving.
- YR and Y1 children will be given a window of time for drop offs starting from 8.55am. We will be reviewing how long is needed for this drop off during the first week with YR, but it is likely to be a 30 min window to minimise numbers on site at any one time. Parents with children in both YR and Y1 will be given a single point for drop offs and pick-ups. Further information will follow specific to each year group.
- Only one parent will be allowed onto the site for any drop offs/pick-ups. Buggies will not be permitted near the classroom entrances.
- There will be a window for pick-ups of 20mins for YR/1, with all children collected by 3.00pm. Picks-ups will be from the classrooms doors, with queueing system organised and parents asked to socially distance. Parents of YR children may opt to collect children after lunch if they don't wish them to stay for two full days.

Parent Access Around the Site

- A one way system will be in place around the site, with signage to reinforce this, and to remind parents to keep 2m distance from others. Further information about the system for each year group will follow nearer the time.
- Parents will be asked not to congregate on or near the school grounds and to leave swiftly to minimize numbers on site.
- Parents will be asked to contact the office via email or phone if they have enquiries. The office will have a member of staff on duty outside in the mornings for any urgent messages/to pass in medication etc.
- Parents will not be able to have extended conversations with the classroom adults at drop off/pick-ups. If you need to discuss something to do with your child, please email the office or year group email address and someone will be in touch. Urgent messages can be passed via the outside office table first thing.

Special Provision for Key Workers

- Once we start the phased return, key worker families who have children in YR/1/6 will be asked to choose whether they wish to continue to have access to the full time special provision (including access to Timeout breakfast/after-school care) or to opt for the 2 day provision in their half class 'bubble' (with no access to Timeout childcare). Due to the guidance to keep groups of children separate, it will not be possible for keyworker children to access both the special provision and the half class 'bubble' – although this will be kept under review, should the guidance change. Further guidance about the special provision will be sent separately to these families.

Lunches

- On Mon/Tues and Thurs/Fridays, the school kitchen will only be offering a picnic lunch option, or children may bring their own lunchbox. Picnic lunches will be provided free to any YR/1 children who order them as they are entitled to a free school meal.
- Lunches will be eaten in their own classrooms or as a picnic with their class 'bubble' outside. They will be kept separate from the other class 'bubbles' and will have an allocated zone outside in which to play.

Hygiene and Cleaning

- There will be regular handwashing throughout the day, particularly before/after using any equipment, when coming back inside; before/after eating, but also at regular intervals. There will be access to hand washing in all classrooms as well as sanitising gel available at all entrances.

Equipment

- Children will just need to bring a named water bottle each day, and their lunch if they don't wish to have a school picnic meal.
- The school will be providing individual zippy wallets for the children which will contain the stationary they will need in school to avoid sharing pencils/pens/glue sticks/whiteboards etc.
- In the YR/1 classrooms, measures are being taken to reduce the number of accessible resources, putting away soft furnishing and items that cannot easily be cleaned. Resources will not be shared across classes. There will be daily cleaning of equipment where possible, or items set aside for 72hrs before they are reused. Further information will be on the full risk assessment.
- A system for safely returning and borrowing reading books will be put in place for each year group.

Uniform

- Children will be asked to wear school uniform with trainers or comfortable shoes. If your child has outgrown shoes etc. we will not expect parents to purchase them at this time. We may be able to source some items from the second hand uniform stock if required.
- Children do not need to bring a PE kit. Y6 children may be told to wear sports kit on certain days.

Curriculum

- In the first week, there will be a key focus on transition back into school: adjusting to the changes; establishing a new class charter, ensuring that the expectations for hand washing, hygiene and distancing are discussed and made clear; opportunities for children to talk about their feelings; and devising ideas for ways to play together without contact.
- Teachers will also be planning a curriculum in the core subjects which will help to fill gaps and also get children back in to the routine of classroom lessons. Teachers will not be taking books in – older children will mark their own work and teachers will use verbal feedback at the point of teaching which will be more feasible in the smaller groups.

Home- Learning

- Once YR/1/6 teachers are teaching classes for most of the week, the on-line provision will need to be adjusted, and may switch to more of a weekly offer of work, rather than daily tasks.
- In YR/1, changes will be minimal to the blogs, although teachers will no longer be uploading photos that are emailed in and an overview for the week will be given instead of daily tasks.
- From the 1st June, the Y6 offer on Google Classroom will need to be slimmed down. Work will still be posted for children to carry out when they aren't in school, but there will be more signposting to the National resources such as Oak National Academy and other online lessons, instead of teachers creating individual google forms to complete. Teachers will also not be able to provide the individual feedback as they are now. Other staff have been allocated to oversee the Google Classroom to trouble shoot and respond to emails, and Y6 teachers will have some time on Weds to catch up with what the children have been doing.

More detailed information about the measures being taken to minimise the risks to staff, children and parents will be available on the full risk assessment which will be placed on the school website later in the week.