



Welcome Back Plan for 8 March 2021

Dear Green Lane community,

It is with a great deal of relief and excitement that I write to you knowing that our school will open to all its pupils again on 8th March! This most recent lockdown has been incredibly challenging for us all and I am just so delighted that we will be able to return to something like normality in a few weeks time and not have to look at a computer screen all day!

I have been so proud of everybody in the Green Lane community, from parents and children remote learning, to acts of kindness you have shown to your community, to the positivity our staff have shown over this lockdown, I sincerely thank you all. I look back at what has happened with some personal sadness but also with a huge chunk of pride. Now we look to the future with hope...

This plan aims to answer as many of your questions as it can but if you do have any other queries, please don't hesitate to get in touch. We cannot wait to welcome you all back to school next week!

Best wishes and take care of each other,

Rob Goffe
Headteacher

Overview

Our plan continues with staggered start and finish times in keeping with the guidance laid down by the UK government and it works on the principle of children being supported in year group 'bubbles' which are kept apart during the school day. Wherever possible staff will remain within these bubbles, however for the school to offer a full educational range and to avoid having to close early to support planning and preparation time there will need to be some movement between these bubbles, where this occurs staff will attempt to keep a 2-metre social distance from the children with the understanding that this will be impossible to maintain with younger children. Classrooms will be organised so that children are facing forward wherever possible, except in our youngest classes.

We want to reduce the amount of time spent in the building to allow for cleaning and to reduce risk of infection. Staff meetings will continue to be held remotely for the foreseeable future as will meetings with professionals and parents. Only essential visits to the building will be permitted and when these occur it is expected that visitors will wear facemasks.

Volunteers are an essential part of the Green Lane family, they will be welcomed back after Easter, but they must work within particular 'bubbles', maintaining a social distance wherever possible and wearing a facemask if working closely with a child, for example when listening to readers. In line with government guidelines we are not asking children to wear facemasks whilst at school.

Collective worships will continue to be livestreamed into classrooms and via social media, as it will not be possible for the whole school community to be in the hall together.

Attendance

From the 8th March the government wish for all pupils to return to school. Attendance is compulsory for all children, only children in receipt of a letter telling them they are clinically extremely vulnerable are expected not to return – they would carry on with remote learning.

There will be a temptation to book family holidays as restrictions ease – please do not book these during term time. Holidays can only be authorised in the most exceptional of circumstances in line with Department for Education guidelines. It is absolutely vital that children spend as much time as possible in school from March 8th as we seek to help them make the maximum progress possible, travel abroad has been subject to a 10 day quarantine period on return to the UK – this would have huge implications for our children's education.

Classroom organisation

Children will continue to be taught in specific year group 'bubbles.' Each bubble will have a specific teacher, or share teachers if they work part-time. Teaching assistants will need to move between bubbles for the school to support all of the children that it needs to with interventions and catch up programmes.

Wherever possible staff will continue to supervise children going to and from the toilets so that a two in two out protocol is maintained. Staff will encourage children to use hand sanitizers and to wash hands throughout the day but particularly on arrival in the morning, after break and lunchtimes and on return from the toilets.

Well-being

Parents are understandably worried about children's progress and how the school will support children.

Although work in remainder of the spring term will focus on rebuilding the core skills of reading, writing and mathematics, we want to have a **strong focus on wellbeing**. We understand that there will be great anxiety in many of our young people and so Green Lane will continue to support the mental health of its pupils. A special wellbeing programme will be put in place, on a Friday afternoon, additional to the normal PSHE curriculum that we deliver, that all class bubbles will access. It will give all pupils the chance to explore feelings and share worries and anxieties. We will help the children with their social and emotional development. Pastoral support will continue in each class led by Mrs Linsley.

Returning to school

We pride ourselves on the children looking smart at Green Lane and although we understand that getting hold of new shoes and uniform is more difficult with many shops closed we hope to see pupils in their school uniforms and wearing school shoes on their return. To avoid the need to bring in extra bags which might aid the spread of the virus classes will be told the day when PE takes place so that children can come to school on those days in their school PE kits with leggings or tracksuit bottoms if it is a cold day. Children in early years will be accessing the outside area each day so they should come into school with footwear suitable for doing so.

The school day

The children will be kept apart during the day through staggered break and lunchtimes – they will be supervised over lunch in specific 'zoned areas' outside. Each class bubble will have its own supplies of disinfectant, cloths and handwashing materials. Pairs of children will have their own allocated desks, with the understanding this will not be appropriate for our youngest learners. Children will be expected to clean hands at key points in the day – on arrival, after break, after lunch and before leaving as a minimum expectation. A member of staff will supervise the toilets at break and lunchtimes so that only two children at a time use them.

Doors and windows will remain open around school to help with ventilation, adjustments will be made so that teaching staff can open windows more fully where they deem this necessary; we recommend that pupils wear school jumpers / cardigans in the period after Easter as it is likely to be colder than normal in classrooms. In the event of a fire or emergency evacuation staff will remove door stops as they leave the building, wherever possible. Children will be reminded of good hygiene protocols at the start of each day.

Arrival and departure arrangements

Arrival at school will continue with parents bringing all children at the following designated times to the FRONT entrance (via Green Lane):

- Early years, Year 1 & 2 at 08:45
- Year 3 and 4S at 08:55

REAR entrance (via Dale Road)

- Year 6 at 08:45

- Year 4C and 5 at 08:55

This staggered approach will minimise contact between children on entry and between parents as well. Families must follow 2-metre distancing when walking to the school and on the school grounds. Parents must find a safe place to park outside the school grounds if coming by car, the school car park will be closed with limited vehicular access permitted during these times. They are requested to follow the one-way system for pedestrians, using the 2-metre distancing indicated. On arrival children will be asked to use hand gel and go straight to their classrooms. Families with children in different year groups are asked to arrive at the LATEST year group time.

Exiting school with parents continuing to collect all children on the LARGE PLAYGROUND at the REAR at the following designated times:

- Early years, Year 1, 2 & 6 will leave at 15:05
- Years 3, 4, 5 will leave at 15:15

Parents who have children in early years, year 1, 2, 6 and who have another child in year 3, 4, 5 will need to collect their first child at 15:05 and wait until 15:15 to collect the other child/ren – apologies for any inconvenience this will cause but attempting to collect all children from all families with siblings in multiple year groups proved very difficult to staff in the autumn term.

During the spring term the school will expect children to be dropped off by and collected by an adult **except** for children in Year 6 who may arrive and leave school independently providing we have written permission from their parent (this form can be found on Weduc). It is vital that children in Year 6 do not mix with children in other year group bubbles unless they are part of the same household. Year 6 arrangements will remain under review.

Lunchtimes

The kitchen will be opened offering a full range of hot and cold meals with all children using the dining hall or main hall for meals at lunch again. During lunchtime there will be two sittings and during each sitting there will be two classes that will use the dining hall and two classes in the main hall. The classes will have their own separate tables that will be cleaned before the next class arrive.

We hope that most children will return to school dinners now, for those who remain on packed lunches they can now bring in their own lunch boxes / bags to be returned home each day for thorough cleaning. We want to move away from disposable bags now.

Breakfast and after school clubs run by Green Lane Nursery and Child Care Centre

The nursery hope to start these after the Easter holidays – with limited spaces available to keep everyone as safe as possible. They will be in touch with parents directly.

Marking, reading books and homework

The school will provide children with their own supplies of crayons or felt-tips; children can have exercise books but wherever possible these should not be taken home by staff; whole class marking should be used wherever possible in mathematics and other subjects – for literacy

there is an expectation that individual books will need to be marked to allow for more personalised progress; children must keep equipment on their desk or tray.

Reading books and records can be used but staff must ensure that each class bubble has its own dedicated supply and that books are not shared with another class until they have been quarantined for a 3-day period. We hope this can change after Easter.

Homework will continue to be handed out on a Tuesday with an expectation it is returned on a Friday morning – allowing time for it to be quarantined before marking. We hope to continue using the assignment function on Teams for homework for pupils from year 3 upwards (paper copies can be made available although Miss Hall is on hand to provide technical assistance!).

Behaviour and core Christian values

The next few months are an opportunity for the school to remind children about the core Christian values that they helped to put in place – reminding everyone that our school is a place where we include each other, care about each other and treat each other with respect and honesty.

It is essential that children maintain social distancing – particularly avoiding contact with children in other class bubbles. A child who repeatedly breaks social distancing rules on purpose may be asked to home learn for the safety of everyone else in the school community, any such decision would not be taken lightly and parents would be consulted before this happened.

Safeguarding

Either Mrs Linsley or Mr Goffee will be out of class so that safeguarding concerns can be passed on in the usual way with staff remembering to use 2-metre social distancing. Cause for concern forms are available on the one drive and are available for staff to use in the staffroom.

Health and Safety

Disinfect tables, taps, door handles before start of day (by cleaning team), tables at lunchtimes (by classroom staff) and at other times as staff deem it necessary, for example if shared equipment has been used. Pupils to use own supply of equipment supplied by school (pencils, etc.). Any shared equipment will also need to be cleaned after use (such as iPads or laptops).

Pupils will be asked to bring in a water bottle with their name clearly displayed on it and full of water, they will keep these on their desks and bring them home with them each night (parents are responsible for disinfecting these before children come into school each morning). Pupils will not be allowed to bring mobile phones into school whilst these procedures are in place. We will also no longer be accepting cash payments and parents will need to contact school to make alternative arrangements or use ParentPay.

Staff will need to employ social distancing in the staffroom and use sanitizers on entry – they will need to ensure they have used sanitizer or disinfectant before using the photocopier.

Class bubbles to store away all soft furnishings, items not needed, etc. setting up rooms before (items ideally to be stored in class cupboards). This means the Sparkle Room cannot be used. We hope this can change after Easter.

Communication with parents

Regular communications with parents will continue. Face to face meetings will be discouraged unless deemed absolutely essential, phone calls or remote meetings will continue to be the norm. At all times parents will be treated with honesty and respect with the school being as transparent as possible with its plans and actions.

Wearing of facemasks

Facemasks will be worn by staff delivering first aid or supervising a child in the isolation room who is displaying Covid 19 symptoms prior to being picked up. There will be no visits to the school unless it is essential for building maintenance / safety (any visitors are required to wear facemasks and to use the sanitizer on entering the building; a supply of masks will be kept in the reception area). Staff and volunteers who spend a period of 1 minute or longer within 1-metre of another person (such as those listening to children reading for example) will be asked to wear a facemask. We strongly recommend that staff wear a facemask inside the building where possible. In line with government guidelines we are not asking children to wear facemasks whilst at school.

Shielded and clinically vulnerable children and staff

Shielding pupils will be able to return to school after Easter unless they have been specifically told otherwise by a medical clinician, in which case class teachers will provide home learning opportunities.

Staff returning from shielding after Easter will have the chance to discuss how they can return safely to work – the importance of not spending a period of 1 minute or longer within 1-metre of another person will be reiterated and extra PPE will be offered (including facemasks, gloves and aprons). Green Lane wants staff to feel safe and secure when at work, where this is not possible the option to work from home can be explored.

Those with Covid 19 symptoms

Anyone becoming unwell in school will be isolated in a separate room and supervised by a member of staff wearing facemask and gloves until they can be safely collected.

Staff, parents and volunteers must look out for the following symptoms and take steps to self-isolate should they be identified, informing the school as soon as it is practicable to do so:

a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)

a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)

a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal.

'When a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 10 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario.

Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.

Testing of staff, volunteers, pupils and their families

Everyone has access to testing if they display symptoms of coronavirus. This will enable them to get back into childcare or education, and their parents or carers to get back to work, if the test proves to be negative. To access testing parents will be able to use the 111 online coronavirus service. Twice weekly rapid testing has been offered to staff and volunteers who are not symptomatic since January, we strongly encourage ALL staff to take part in this testing as it is another measure that can help to keep us all safe from the virus. From March 8th families with a pupil at the school will also be offered this testing facility, we strongly encourage ALL families to take part in this testing as it is another measure that can help to keep us all safe from the virus.

How would the school cope with staff or pupil sickness in a class bubble?

If a pupil becomes ill with a condition not related to Covid-19 so that they cannot attend school then normal procedures would continue, with the parent informing school about the child's non-attendance and the reasons why before 9.30am of the morning they will not be in school. Parents must be sure that the child has no symptoms relating to the virus. If a child is off school and they DO HAVE symptoms then that child must be taken for an immediate test organised by the parent, the child will remain off until the results of the test are known, they would access remote learning during this period (this would be the same if they were self-isolating because of a family member testing positive for Covid-19). If the child tests positive then parents must inform the school of this immediately.

Where the child, young person or staff member tests positive, the rest of their class or bubble within their childcare or education setting will be sent home and advised to self-isolate for up to 10 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.' In this instance there would be a return to remote learning.