

Wingrave Church of England School – March Return Procedures 2021

As always, our priorities for the March return are:

- The health and well-being of the children, staff and all adults coming onto the school site.
- Minimising risk by maintaining strict procedures and staffing within bubbles so that all children and staff feel safe to return to/continue at school.
- Making the most of available learning time to support all children working at all levels.

As well as the academic implications, we are very aware that this latest period of lockdown will have had a greater impact on the children's social and physical development and we want to make the most of every opportunity between now and the end of the school year.

Our measures have been tighter than officially necessary but our commitment to safety is reflected in the single pupil case and class isolation since the pandemic began.

With this in mind, and based on parental feedback, we are making some changes to our procedures, specifically regarding the daily timetable in order to maximise learning and social opportunities.

The details which follow are to the best of our current knowledge and will be reviewed on an ongoing basis to reflect the official guidance and Government 'roadmap'.

On-site Measures

Using the latest Government guidance and information from Buckinghamshire Council, specific procedures are as follows:

- All classes will continue to operate individually however we are broadening overall provision to 3 bubbles:
 - Bubble 1 - EYFS, Year 1 and Year 2
 - Bubble 2 - Year 3 and Year 4
 - Bubble 3 - Year 5 and Year 6

This will aid us in maximising learning time, reducing waiting times at the start/end of the school day and enable children to play with other classes at break and lunch. Although classes will be taught consistently by their own staff, this model allows freer movement of support staff between classes to aid specific needs and interventions. Due to medical reasons we are not currently fully staffed so this will also ensure all classes can be taught full-time and still provide some flexibility to deal with any day to day issues which will inevitably arise.

- Staff will continue to engage in the lateral flow testing programme.
- Access to the school will be adjusted to reflect the 3 new bubbles as will starting & collection times, playtimes & lunchtimes, and toilet use.
- Furniture will continue to be set in rows so children are all forward facing. As socially distancing is not required within school bubbles, children sitting side by side is not considered a problem.
- All furniture, resources and frequently touched surfaces (e.g. door handles, push panels etc.) will be bleach-cleaned every day. A Milton mix will be sprayed over items which are handled each day, the most tactile resources also on rotation so we can monitor what has been used.
- A selection of outdoor items will be provided for playtimes for each bubble - these will be cleaned each day.

- Antibacterial cleaning materials and hand gel will be available in every classroom for use on arrival, on departure and throughout the day.
- Toilet and handwashing times will be provided before and after staggered play/lunch times in order to limit crowding of the facilities. This, within reason, will not limit children going to the toilet at other times and children with specific needs will be addressed separately.
- In order not to alarm the children, and in line with Government considerations, the staff will not be wearing masks unless engaging with parents outside; we will however have access to gloves for distributing resources when absolutely necessary, and have emergency PPE should a child or member of staff fall ill.
- Doors and windows will be kept open as much as possible to ensure maximum ventilation, without compromising the security of the site and safety of the children.

Limitations

Whilst we wish to continue a sense of normality, in the interests of not mixing bubbles, and keeping large gatherings or unnecessary people on site to an absolute minimum the following still applies:

- Reading procedures will continue as normal as resources can now move between school and home. Arrangements will be made to swap reading scheme and library books within bubbles.
- Children will have the same stationery at all times and, where possible, the same table and chair.
- For the time being, most children will continue eating in their classrooms, so AIP will continue to provide individual packed lunches Monday to Thursday with the hot option on Fridays. Packed lunches must be ordered in good time or provided from home. Please provide your child with a packed lunch if you are unsure your order has been successful as there will not be any spares. This will be reviewed at Easter as will hot food provision.
- EYFS and Year 1 will continue to eat lunch in the hall as part of their transition into their new school routines.
- Assemblies/collective worship will continue to take place on line so that bubbles do not mix.
- Whilst the children no longer need to social distance in their own bubbles:
 - The outside space around the school site will be used as much as possible.
 - The handling of books and resources will be kept to a minimum; marking and feedback will be predominantly verbal.
 - Resources, other than stationery, can now be shared within a bubble but will continue to be monitored and cleaned regularly.
 - According to Government guidance, adults remain more vulnerable than children and therefore staff will continue to social distance across the site as much as possible.
 - Lessons and specific interventions involving specific staff will still be limited in part due to maintaining bubbles.
 - Specialist arrangements for PE, Music and private instrumental lessons will resume in the same fashion as the Autumn term.
 - Children will be informed of their PE day when they will come to school in their kit.
 - Year 3 Swimming lessons cannot resume until the pools reopen.
- No events or occasions involving parents at school or the Church can take place for the foreseeable future.
- We want to continue keeping items coming into school from home to an absolute minimum. Children will be able to bring their own packed lunch if preferred but should only bring other items related to learning.

- Curriculum priorities remain core skills (reading, writing, Maths etc.), PSHE and the associated wellbeing of the children. We will be delivering our usual broad curriculum across all subjects as best we can under the latest limitations however the larger bubbles will now enable classes to learn together and make the most of topic-based events and activities.

Wraparound Care

As our wraparound care is a collaborative arrangement with the Preschool there are additional factors to be considered across both settings before this can fully recommence. Our after-school provider 'Simply After School' are currently recruiting staff with the aim of restarting this provision after Easter.

Arrival/Collection Times

It is inevitable that in order to maintain these procedures, everything will take longer than normal – punctuality before and after school is therefore of paramount importance please.

We have reviewed the arrival/collection schedule to reduce waiting times but please do continue to wear masks on site and observe social distancing as much as possible. Please do not arrive unnecessarily early and move on as quickly as possible after drop-off/collection.

Please can Years 4, 5 and 6 parents make use of the large playground area to wait while they collect their children.

	Arrival	Collection	Entrance
EYFS	8.50am	3.10pm	EYFS Gate
Year 1	8.45am	3.15pm	EYFS Gate
Year 2	8.45am	3.15pm	Front Entrance Fire Door
Year 3	8.45am	3.15pm	Classroom Fire Door Via playground
Year 4	8.45am	3.15pm	Yellow Gate
Year 5	8.50am	3.20pm	Classroom Fire Door Via playground
Year 6	8.50am	3.20pm	Yellow Gate

Transport

Transport for those entitled children travelling from Aylesbury and local villages should resume as normal and specific information will be communicated to those families. Families should please keep the school informed if they do or do not wish to use transport at any point so that we can update the local authority.

Free School Meals

All provision and arrangements for children entitled to Universal Free School Meals (EYFS, Year 1 & Year 2) and Free School Meals will resume as normal.

Office & Communications

The school office will be open as normal between 8.30am and 3.30pm, Monday to Friday, however we want to keep any unnecessary non-staff adults on site to an absolute minimum. Access to the foyer will be on a 'one out, one in' basis but can we again stress the importance of using the phone or email to limit face to face contact. As with all areas of the school site, please wear a mask and respect social distancing should you find yourself waiting on entry.

Medication, Managing Illness & Symptoms

Any children who require medication in school and took these home should return them to school on their day of return - these will be kept in their classroom.

Understandably staff will have a heightened awareness of children who may feel ill or show potential symptoms of COVID-19. Government guidance reinforces measures taken prior to lockdown whereby any children showing any potential COVID-19 symptoms will be sent home. Parents are then encouraged to seek a COVID-19 test.

In the interests of transparency, we will inform parents if we have a confirmed case of COVID-19. If a child who is sent home with symptoms is tested and a case of COVID-19 then confirmed, following advice from the health authorities, affected children and staff in that group may be sent home for a 10 day isolation period.

Procedures for children who feel unwell at home and are therefore unable to attend school remain the same – parents should inform the school office via telephone immediately, describing symptoms, followed by confirmation in writing on the child's return to school. We may ask you to pursue a Covid-19 test as a precaution and will require a copy of the negative result before your child can return to school.

Non-attendance

The latest Government guidance is very clear that school attendance from March 8th is compulsory unless there are specific, documented medical needs. Any family who has concerns about the return to the school should contact Mr Tomson directly to discuss this.

Parking

Please ensure that the school driveway and drop kerbs continue to be kept clear for the increase in foot traffic and that we are considerate to our school neighbours and local residents. As roadside parking continues to be of a premium, please can we encourage local families to walk to school and if necessary those driving to park at the Sports Pavilion. **This will be especially important with all children returning to school every day and the Twelve Leys Housing development.**

Site Access and Movement

Whilst we are aware being outdoors reduces health risks, we expect parents to support the following arrangements, setting an important example for the children. We have established a 'keep left' system and all adults and non-primary school students should continue to wear masks. **Families can continue to access and leave the school site via any path/gateway; in part, the car park will remain a thoroughfare and waiting area and all larger wooden gates will be open. Please be aware of and make way for the school bus/taxis still using the car park at specific times.**



EYFS Route	
Year 1 Route	
Year 2 Route	
Year 3 drop-off point	Fire Door (Red star)

All site movement	
Office Visitors Route	
Year 5 drop-off point	Fire Door (Purple Star)
Year 4 & 6 drop-off point	Yellow Gate (Yellow Star)

Staff will have the children ready and waiting at the end of the day to avoid parents having to wait for any length of time. Parents should please arrive punctually in the morning but not too early necessitating groups waiting around together.

Use of bikes or scooters can now resume but please remember to dismount before entering the site and walk these to the racks provided.

All children should remain with their parents on site and younger siblings must be supervised carefully to support appropriate distancing. Children and younger siblings should not use any play equipment areas while they are waiting.



“I can do all things through Christ who strengthens me.” Philippians 4:13

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