



St Ives Infant School

Trenwith Burrows

St Ives

Cornwall

TR26 1DH

Tel: 01736 796628 Fax: 01736 797496

E Mail: secretary@st-ives-inf.cornwall.sch.uk

21st May 2020

Dear Parents/Carers

Proposed reopening of Schools

First and foremost, I would like to thank you for your patience. I have waited to communicate with you, so I can be as clear as possible about our reopening plans. There has been a wealth of Government guidance since they first proposed opening schools and just when I thought we had a plan the new guidance would come through! I will endeavour to share as much detail as possible with you in this letter regarding the proposed reopening, and the provision for the children who are not yet returning to school.

As an Infants and Nursery School, the Government has highlighted our priority age range for initial return is **Nursery** and **Reception**. This has formed the basis of our plans for reopening. All of our plans around classroom set ups, access and the school day are taken from the Government guidance. We will continue to refer to this and make changes where suggested.

Once we have school set up for our 'reopening' I will share a video to clearly highlight points of entry/exit and the classroom. Our lovely school is going to feel very different but the changes are necessary to ensure we are taking the steps needed to keep everyone as safe as possible. We want you and your children to be prepared for the change as much as possible. It would be helpful to share the video with your child/ren so they are prepared for the change in their environment.

In the eligible year groups, **Nursery** and **Reception**, the Government are strongly encouraging those children to attend (where there are no shielding concerns for the child or their household). Parents and children are encouraged to walk or cycle where possible and avoid public transport.

In line with guidance, we have completed a thorough risk assessment and purchased additional cleaning and hygiene products to ensure we can keep up with daily cleaning needs and limit rates of transmission.

If someone becomes unwell in school, they will be sent home and advised to follow COVID 19 guidance for households. If a child becomes unwell they will be moved to a room where they can be isolated until they are collected.

If a child or staff member develops symptoms compatible with Coronavirus they will be sent home and advised to self-isolate for 7 days. All other member of the household should isolate for 14 days. All staff and children will have access to a test if they display symptoms. If they then test negative, they can return to school. If they test positive, the rest of their group (children and adults) will be sent home and advised to self-isolate for 14 days. To access test parents will be able to use the 111 online coronavirus service.

The Re-Opening Plan

How our school will operate;

Groups

- Children will be in small 'classes' of a maximum of 15 children in each 'group'
- All children will not necessarily be with their own class teacher nor will they be in their usual classroom
- Each group will have a teacher, teaching assistant and lunchtime assistant who will have contact daily.
- Each group will not mix with any other group in school at any time.
- Children do not necessarily need to attend in uniform as there is an expectation that clothes are washed at the end of every day.
- They will not be able to bring anything from home except a clearly labelled water bottle.

Playtimes & Lunchtimes

- They will remain in their 'classroom' for lunch
- School will provide school lunch bags for all children. If you prefer to send in your own lunch, please note this cannot be in a lunchbox. It will need to be sent in a throw away wrapper.
- Each group will have a staggered play and lunchtimes.

Attendance

No-one with any symptoms should attend school for any reason. Families should notify school as normal if their child is unable to attend due to illness. Families will not be fined for non-attendance at this time and we, as a school, will not be held to account on our attendance levels.

- Attendance has to be punctual as different groups have different times to start their day. This is to ensure we do not have a group of parent's congregating at any one time.
- There will be allocated start/collection times which should be adhered to at all times.
- Each group will have an allocated gate in which to enter the school grounds to limit the number of people gathering
- One parent only can bring a child and parents are not expected to come early but on time, to ensure there is no gathering of groups.

- Parents cannot enter the school building in any circumstances.
- Parents are asked to leave the premises promptly in order for the next group to enter.
- We will provide full time provision Monday – Thursday and all groups will finish school before lunch (staggered times apply) on Friday. All children in attendance that day will still receive a lunch to takeaway with them. This is to allow all teaching staff to plan accordingly for the children who are attending school and for those not attending. It also allows cleaning staff to complete a deep clean of all used rooms.
- There is an expectation that all children who are in the ‘vulnerable group’ will attend school.
- Key Worker children in Year 1 and 2 need to liaise with the office to ensure we are aware you would like place in this provision.
- We are assuming all in the **Nursery** and **Reception** who responded ‘yes’ when phoned, will be attending. Anyone who responded otherwise needs to phone school and give 48 hours’ notice if they now plan to attend. If any parents of children in **Nursery** and **Reception only**, have changed their mind from their initial conversation could you please contact the school office via email to let us know your intention.

Environment

- The classrooms will have unnecessary resources and equipment removed including soft toys, soft furnishings and anything that may be more difficult to clean.
- The classrooms will be cleaned throughout the day. The bins will be emptied and desks will be cleaned and sprayed throughout the day. The classrooms will be cleaned at the end of every day.
- Outside play equipment will be allocated to each group and they will take the equipment out and bring it back in with them.
- Access to the outdoors will be by no more than 2 groups at a time with them having allocated areas in which to play on the school field. This will be clearly marked out.

Changes to contact

As all teachers will now be face to face with children all week, welfare phone calls will cease. However if you need our support for any reason I would encourage you to phone the school or contact us via email. We do intend to continue to support you all as much as possible however as we are now offering a fulltime school provision this will impact on all the valuable contact via phone and email that we have been able to do, whilst offering limited childcare.

Timings

The whole school will be shut for half term and our pre-planned INSET day on the 1st June. We are therefore aiming for the planned phased return sometime after the 2nd June **HOWEVER** this is dependent on many things.

- We will not know until closer to that date if we have been able to put all of our plans into action as per Government guidance, as they may issue further guidance after this letter. This is an ever changing landscape
- The Government themselves are not planning on confirming their intention of re-opening schools in early June until the end of May as it depends on the risk posed nearer the time.

Other information -

- You will receive a text advising which group your child is in this week.
- Until we open and work within the recommendations we cannot yet confirm the plans for the next phase of children starting due to staffing, uptake of the focus year groups and government guidance.

Free School Meals Provision

We will continue to provide vouchers via the Edenred system for all families eligible for free school meals via the pupil premium system. Please note this does not extend to the May half term.

All Infant school children are eligible for Universal Infant Free School Meals (UIFSM) and as a school, we are not expected to provide these for anyone not attending school. We will be providing a packed lunch for all children who do attend school once we reopen.

Online Learning

This will continue to be provided for all children not attending school and is available on the website.

There will be no work provided for half term.

Transition

Reception

- If your child is due to start Reception in September we are planning on completing virtual sessions instead of our usual face to face parent's evenings.
- New Starter Packs will be posted out
- Videos will be posted on our You Tube Channel (Soon to launch)

We will be in touch about this transition separately

Year 2

- We continue to liaise with the Junior School to discuss how transition will look for our Year 2 children.

Maintaining a safe school environment

I would like to take this opportunity to remind you of the preventative measures the school has put in place in order to minimise the spread of infection.

As per the advice from the government, the following actions for infection control remain in place:

- Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances:
 - Before leaving home
 - On arrival at school
 - After using the toilet
 - After breaks and sporting activities
 - Before food preparation

- Before eating any food, including snacks
- Before leaving school
- At regular intervals throughout the day
- Handwash available throughout school and for each group
- Ensuring pupils and staff understand that they must cover their cough or sneeze with a tissue, then throw the tissue away
- Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual
- Calling NHS 111 if someone becomes unwell, isolating any unwell people in a separate room, and providing a separate toilet, where possible

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection.

In line with the current NHS and government advice, you should keep your child at home if they develop coronavirus symptoms for a period of seven days. Symptoms include a high temperature or a new, continuous cough. Where symptoms continue after seven days, or begin to worsen, you should call 111. If someone in your child's household has symptoms, your child must self-isolate for 14 days from the day the other person's symptoms started. This is because it can take 14 days for symptoms to appear. More information regarding symptoms and actions can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>).

If you think your child may have been exposed to or has coronavirus, or if your child receives a positive test result for coronavirus, please contact the school on 01736 796628 at the earliest opportunity.

We do not underestimate how difficult the recent weeks have been for us all and we all will have been touched in some way by the coronavirus pandemic. We recognise the need to focus on pupils' emotional wellbeing as well as their return to learning. We will be addressing this using our Lifewise PSHE programme and adapting to the needs of individuals within the group.

Parents may wish to seek support for themselves from the following support agencies:

- Samaritans – call free 24 hours a day on 116 123
- National Domestic Abuse Helpline – call for free and confidential advice, 24 hours a day on 0808 2000 247
- Shelter provide free confidential information, support and legal advice on all housing and homelessness issues if you call 0330 0536 083 (please note, this is not a free phone number and your call will be charged). A free webchat is available at https://england.shelter.org.uk/get_help/webchat

Please also see the St Ives town Council Community Information Leaflet for other local options of support with mental health, food, housing etc.

Timings and Details for reopening

Monday – Thursday Full day, Friday half day						
Groups	Nursery (all)	Reception 1	Reception 2	Reception 3	Reception 4	Key Worker 'Vulnerable'
Classroom/Space	Nursery	Group 1 – Puffin Class	Group 2 – Chough Class	Group 3 – Cormorant Class	Group 4 – Kittiwakes Class	Elliot Building
Adult	Miss Sturges & Mrs Champion-Merrill	Mrs Lewis & Mrs Bason	Miss Singh & Miss Bason	Mrs Hicks & Mrs Simpson	Mrs Pulley & Mrs Phillips	Mrs Thomas & Mrs Davies
Lunchtime Adult	Mrs Crocker	Mrs Evans	Mrs Dunn	Mrs Briggs Mrs Beach SEN	Mrs Cocking	Mrs Ball
Arrival Time & Location 1 parent only	8.45am Bottom Gate	9.00am Bottom Gate Via leisure Centre	9.15am Bottom Gate Via leisure Centre	8.45am Top Gate Via carpark	9.00am Top Gate Via carpark	8.45am Path at side of school and main Elliot entrance
Lunch Time & Location	Nursery/ Nursery Garden	Outside – 12 – 12.30 top of field	Outside – 11.30 – 12.00 Bottom of field	Outside – 12.30 – 1.00	Outside – 12 – 12.30 bottom of field	Outside – 11.30- 12.00 Top of field
Collection Time & Location	3.30pm Bottom Gate	3.00pm Bottom Gate	3.15pm Bottom Gate	2.45pm Top Gate	3.00pm Top Gate	3.15pm Path at side of school and main Elliot Entrance
Friday Collection	12.30pm Bottom Gate	12pm Bottom Gate	12.15pm Bottom Gate	11.45 am Top Gate	12pm Top Gate	12.30pm Path at side of school and main Elliot Entrance

All of the above is subject to change at any time due to many factors. Ruth Davey, the Headteacher at the Junior School, and I will continue to work closely to ensure our arrangements are as 'inline' as possible.

Staffing update

Devinder Sharma Benjamin has decided to leave her position as deputy head of St Ives Infant School at the end of this academic year. During her time at the school Devinder has worked with many families both as a nursery and as a Year 2 teacher. The staff and the governors would like to thank her for her passion and commitment to teaching.

We would like to offer her our best wishes for the future.

Thank you for your support and if you have any questions please email or phone the office.

Kind Regards



Mrs Leisa Farrar

Headteacher

