

Dear Parents and Carers,

I am pleased to let you know that we have followed the Government guidance to take the steps that are required in order to reduce the risk of virus transmission in *Thurton CofE Primary School* so that we can welcome back all children to school in September. This letter summarises our arrangements and also details how you can help us by working together to keep everyone safe.

We know that some of you may be anxious about returning your child to school at this time. Please be assured that we and the Government are confident that the benefits of being back in school far outweigh the very low risk the current levels on the virus in the community poses for the vast majority of children. It is vital for all children to return to school to minimise the longer-term impact of the pandemic on education, wellbeing and wider development.

There is a new webpage www.norfolk.gov.uk/backtoschool with lots of useful information and advice for parents. It includes information on school transport; test and trace; attendance; starting school and emotional well-being and transition support.

Please also view the following locally produced video which has just been released. The short film addresses some of the questions and concerns young people may have about returning to school. The video is available online: <https://www.justonenorfolk.nhs.uk/return-to-school>

What we are doing to protect and support pupils and staff

Travelling to and from school

Following Government advice, we encourage you to walk or cycle to school if at all possible. Only members of a household bubble should travel together to and from school, and ideally only one adult from the household should travel with pupils.

If you use public transport please refer to [safer travel guidance for passengers](#).

Face coverings

Please be advised that the Government have stated that primary school children will not need to wear a face covering whilst they are at school.

It is mandatory to wear a face covering on public transport. If your child wears a face covering to travel to school please discourage them from touching the front of their face while they are wearing it and when they remove it. Please provide them with a plastic bag to keep it in while they are at school.

We will ask pupils to perform hand hygiene on arrival at the school and after they remove their face covering.

Start and end of the school day

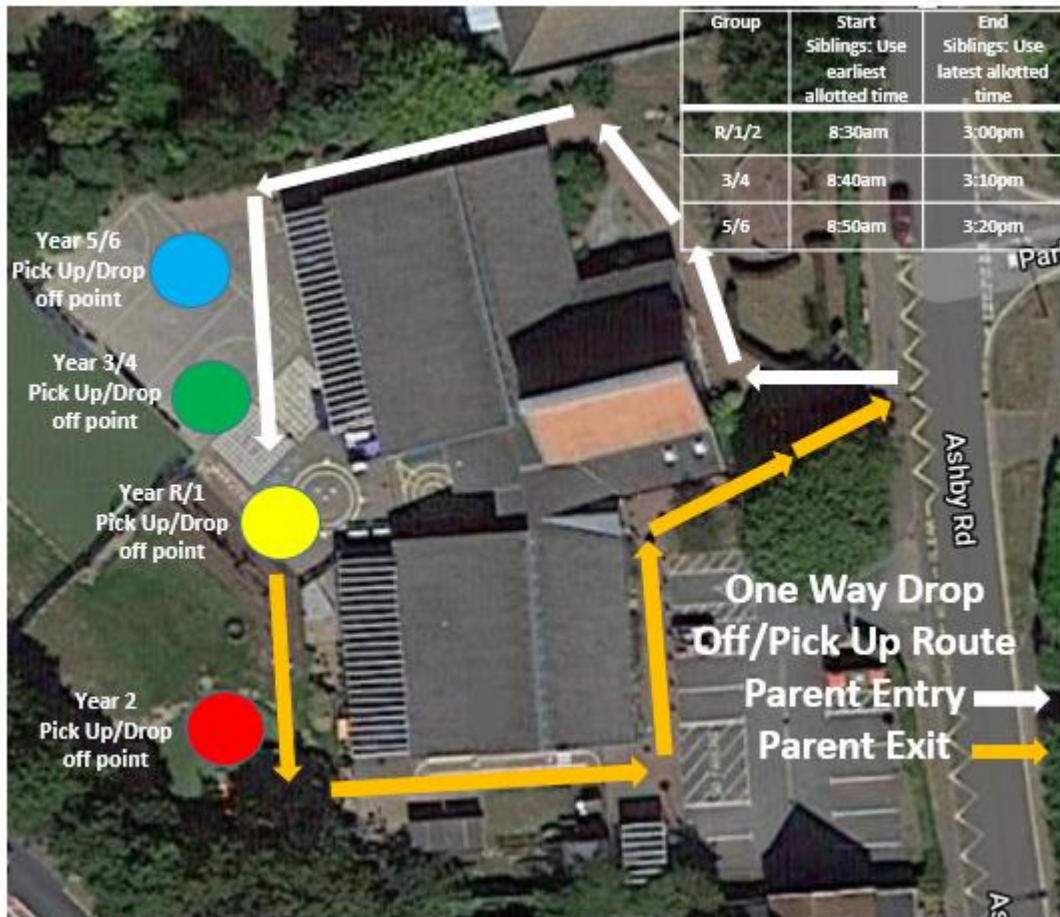
The following arrangements are in place for the start and end of the school day:

Group	Start <i>Siblings: Use earliest allotted time</i>	Finish <i>Siblings: Use latest allotted time</i>
R/1/2	8:30am	3:00pm
3/4	8:40am	3:10pm
5/6	8:50am	3:20pm

Siblings:

Please could we ask that you use the **earliest** allotted time to drop off siblings at the start of the day and the **latest** allotted time to pick them up at the end of the day.

For example, if you have children in year groups 2 and 4, they will be able to go in to their individual classes at the earliest time slot which is at 8:30am. At the end of the school day, both children will be collected from their individual classes at 3:10pm.

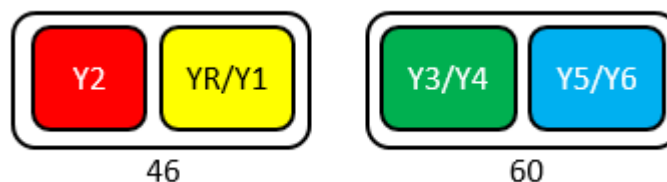


Please could we ask that parents do not linger at drop-off or pick-up as we are trying to avoid parents gathering for any length of time.

Cohorting of small groups (Bubbles)

Pupils and staff have been assigned to main bubbles who are separated from other bubbles within the school. Those main bubbles may be extended when it is necessary, for example because of wraparound care arrangements or specialist teaching arrangements. The guidance advises that it is also acceptable for siblings to be in different bubbles.

We have arranged our bubbles as shown below:



Following government advice we have put arrangements in place to separate different bubbles, we have also:

- Planned the school day and activities to avoid bubbles from mixing, and to support distancing within bubbles as much as possible, including making as much use of outside space as possible
- Ensured resources such as pens and pencils are not shared and other resources are not shared between bubbles
- Increased our cleaning and disinfection regime
- Put in place hygiene stations to support increased hand cleansing
- Implemented the opening of windows and doors to increase ventilation inside the building when it is safe and appropriate

We would ask you to support this by limiting the items your child brings in from home to only essential items (see page 4).

Educational visits will be assessed to ensure that providers are COVID-19 secure, there are currently no overnight stays.

Lunchtime and school meals

Group	11:45 – 12:15	12:15 – 12:45	12:45 – 1:15
5/6		Classroom Lunch	Playground
3/4	Classroom Lunch	Playground	
R/1/2	Playground	Hall Lunch	

Our meal providers, Vertas, will recommence hot dinners with a limited menu from September (this was e-mailed to parents in July) as well as a packed lunch option. Lunches are ordered by the children daily during registration. Parents of children in Reception and Year 1 can order a lunch for their child at drop off. Parents may prefer to provide their child with a packed lunch from home.

Children in Reception, Year 1 and Year 2 will continue to receive lunches free of charge through the Universal Infant Free School Meal scheme. Lunches for children in Key Stage 2 will be issued to them in disposable containers in their classrooms. Please be advised that the cost of a lunch has increased to £2.30.

As we are limiting the use of cups at lunchtime, **please ensure your child brings a water bottle into school.**

Universal hygiene

Staff are implementing these universal hygiene measures and encouraging our pupils to do the same:

- Washing their hands (thoroughly with soap and water often following the [NHS guidance](#).) Using alcohol-based hand sanitiser if soap and water isn't immediately available. Everyone should wash their hands on arrival at school, before eating, after coughing or sneezing, after visiting the toilet, when you get home at the end of the school day, as well as at other regular intervals throughout the day.
- [Catch it, Kill it, Bin it](#) - Covering their mouth and nose with a tissue or sleeve when sneezing and putting used tissues in the bin straight away. Always washing their hands afterwards. We will be providing tissues and bins in our classrooms and at other places where they are needed in the school.
- Avoid touching the eyes, nose or mouth if they haven't washed their hands.

- Self-isolating if:
 - they or a member of their direct household has a new, continuous cough and/or high temperature/fever or a loss or change in their sense of taste or smell.
 - Asked to do so through the NHS test and trace service.
- Going home if they develop symptoms, no matter how mild.

Cleaning and disinfection

The following enhanced arrangements are in place:

- We have removed items that are difficult to clean
- We have identified specific cleaning methods and the times that cleaning and disinfection is needed.
- All touch points that are fixed to the premises such as door handles, taps and toilet flushers will be disinfected twice a day, in some cases, such as where pupils find it difficult to wash their hands, the frequency of cleaning these items has been increased.

Health and wellbeing

- We will ask pupils about how they feel on arrival at school and arrange for pupils to go home where they have symptoms (no matter how mild).
- We will talk to pupils about symptoms and encourage them to tell a member of staff if they feel ill no matter how mild. We are also keeping vigilant for any signs of symptoms too and reminding everyone about this regularly.
- Our staff and visitors will not attend if they have symptoms and will go home if they develop symptoms while they are at the school.
- If your child is unable to attend because they are complying with clinical advice or because they are isolating we will arrange for access to remote education.
- We are very mindful about the anxiety that children and you may be feeling and we encourage you to talk about those concerns, particularly if your child has been shielding and is now advised this is no longer necessary, or you are concerned about the comparatively increased risk, including if you are from a Black, Asian or Minority Ethnic (BAME) background.
- We will talk and listen to children on their return and help them with any anxiety they may be experiencing.
- If your child has a support plan, we will review this plan where it is needed in order to consider any specific requirements that will help them to return to school with the new arrangements.

Supporting each other

Your support to help us achieve these standards in our school is vital. Please role model the hygiene behaviours that apply when you are at home and encourage your children to follow them. Please ensure that:

- Only the following items are brought to school: bags, lunchboxes, hats, coats, books, PE kit and stationery. We ask pupils not to share their belongings with other pupils.
- Your child washes their hands before coming to school and on arriving home. Please support and encourage them to follow good hand and respiratory hygiene at all times.
- If your child is in Year 5 or Year 6 we request that they wear their PE clothing all day on the days they have a PE lesson (Monday and Friday). They may also wear tracksuit bottoms and an appropriate warm top in colder weather.

School Uniform

Children should wear school uniform. Please be advised that the latest guidance states that 'uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal'.

Before and After School Care

We will be able to provide **Before School Care** (7:45am-8:30am) to all children from Monday 7 September. Ideally, please book by contacting the school office, however this is not essential. The school will invoice for any sessions attended each half-term.

We will be able to provide limited **After School Care** (3:30pm-4:30pm) initially to children in Reception, Year 1 and Year 2 from Monday 7 September. Please book by contacting the school office either by phone or e-mail. The school will invoice for any sessions attended each half-term.

If you have a child in Years 3, 4, 5 or 6 and you require After School Care support from Monday 7 September due to work commitments, please contact the school office to discuss how we may be able to accommodate this.

After School Extra-curricular Clubs

We are planning to offer daily after school *clubs* (3:30pm-4:30pm) to children in Years 3, 4, 5 and 6 for the Autumn Term. We will be able to provide you with further information regarding what we can offer, as soon as our service providers (CSF, Premier Sports and Aem Hai Karate) have confirmed they are recommencing.

If your child attends other settings in addition to Thurton CofE Primary School:

- Please limit the number of settings they attend as much as possible
- Try to ensure attendance is consistent at those you do use
- Try to attend local clubs and walk or cycle to them
- Ask the setting if they are COVID-19 Secure

Educating and supporting

Children can become advocates in infection prevention at home and in their community by talking to others about how to prevent the spread of viruses, so we are educating in an age appropriate way.

We have updated our behaviour policy to cover the new arrangements and site rules that we have put in place. We will ensure that we take a consistent approach to encouraging sensible behaviour.

Symptoms and isolation

- If a pupil feels ill while they are at school we will keep them safe and move them away from others in a designated room while they wait to be collected. We will not leave a pupil who is ill where they are not safe to be left alone. In an emergency we will call the emergency services, and we will continue to provide first aid for emergencies as we normally do. Staff will wear personal protective equipment if a pupil develops symptoms or requires first aid and we need to be in close contact with them.
- Please collect your child as soon as you can if we ask you to (we'll contact you if they become ill with either a temperature, a change to their sense of taste or smell, or a new, continuous cough). We may be able to provide you with a testing kit and instructions under certain circumstances if your child has these symptoms. Please help us by using this test or booking a test at a centre and letting us know the results as soon as you receive them.
- Please let us know if any member of your household develops symptoms as soon as you can. This means we will need to move your child into a separate room while they are waiting to be collected, to protect others in

their bubble. You will then need to follow normal household isolation arrangements. Please arrange for a test to ascertain whether it is COVID-19 and share the results with the school as soon as possible so that we can communicate any necessary actions to other parents. Your privacy will be maintained when we do this.

- Please ensure that you follow isolation arrangements if any member of your household develops symptoms.

Further information can be found here: [Just one norfolk](#)

Supporting the test and trace system

The national test and trace system is a fundamental supporting mechanism to keep us all safe during this time. Getting tested when you have symptoms and letting the tracing team know who you have been in contact with if you do test positive means that we can all take the right actions to stop the spread of the virus.

If anyone in your household develops any of the most common symptoms of COVID-19 (a new continuous cough, a high temperature and/or a loss of, or change in, normal sense of taste or smell), everyone in the household must stay at home and not leave the house for 14 days. You should arrange for the person with symptoms to get tested. Tests are **FREE** - you can get a test by calling 119 or via the online webpage: www.NHS.uk/coronavirus.

If your child develops symptoms please let us know as soon as possible by contacting the school office (01508 480355) so that we can take the right actions to keep everyone safe.

You can find out more about tests for children and young people at: <https://www.justonenorfolk.nhs.uk/test-trace/tests-for-children-young-people>

You can find out more about what you need to do if anyone in your household has symptoms here: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

Action we will take if someone from the school has a positive test

If someone tests positive from the school then we will work with the local Health Protection Team from Public Health. We will advise you in the event that someone has tested positive where it means that your child needs to isolate for 14 days. If your child is not part of the same main or extended bubble then it is unlikely that they need to isolate.

Meetings and visitors

Wherever possible, contacting the school should take place by telephone, e-mail or internet, and this includes informal conversations we might normally have. Please do not come into school unless you have an appointment.

Access to the school office is still available through the main door should you need to collect or drop off any items. However, only one adult will be permitted to enter and will only be allowed to remain for a short time.

Only absolutely essential in person meetings will take place; should this be required, the school will make specific arrangements with you. We will only meet with one parent and a face covering should be worn.

We have safe arrangements for essential visitors who need to come onto site such as maintenance contractors.

Thank you for your understanding and cooperation. We will review our arrangements in line with any required changes and advise you where needed. If you have any further queries, please contact us via the school office telephone or e-mail.

Yours sincerely,

Mr J Barber
Head Teacher