



**Much Woolton Catholic Primary  
School**  
**Return to school booklet for parents  
and children**

The content of this booklet is designed to support staff in the return to school following the announcement of this by the government.

The content is based on the guidance received from DFE, Liverpool City Council, Health and Safety units and school staff unions, as well as informed by our own vision, mission, ethos, practices, procedures and expectations.

The aim of this booklet is to:

- Address the major concerns and queries our families may have
- Alleviate staff stress and anxiety regarding a return to school
- State the procedures relevant to parents and children
- State our intentions toward teaching and learning from September onwards
- Answer FAQ's that our families may have

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## Introduction

As we look to fully reopen our schools in September, we are embarking on a challenge that our schools' system has not had to face since the end of the Second World War. Our children have suffered loss in many ways; loss of time with family and friends, loss of high-quality learning in school, loss of freedom of movement, loss of growth and development. Sadly, some have also experienced the physical loss of family or loved ones as well.

Our challenge is to meet the needs of our children and community in overcoming the loss our children have experienced in all of the above ways. They will need the support of all in our community to do so. School will also need the support of our families to help us do this. It is important that our parents recognise that we will not have all the answers and that we will continue to do all we can to safeguard our children through all we do. A partnership of mutual understanding is needed in order for a return to school to be as successful as possible.

Surrounding all of this is the need to keep our schools as safe as possible. We need our families to support us in keeping our children and staff safe. Without this it will take a long time to overcome the challenge before us.

In the following pages we are attempting to answer as many of the frequently asked questions posed as possible as well as being transparent with our plans to this point. We are very much looking forward to seeing some of our children and families when we return.

Mr White

## **SWAN approach to reopening**

**The following is taken from a recent letter to parents and families. This is the approach we want to take for all our community, not just our children. As staff start to prepare resources for activities and learning, they should be done with this approach in mind first and foremost.**

### **Safe**

We want you and your child to feel safe, calm and re-assured, and to know that it will be okay to come back to school. So we are already working on creating an environment that is and feels physically and emotionally safe for all of us. We want to build up predictability and consistency around hygiene and other safety rules which school staff will role-model noticeably, and praise your child for following accordingly. We will support any child through any misunderstandings and refer to the benefits of what we are doing.

We want to invite suggestions from you and work in partnership so that you have a genuine voice in building this new normal for your children. We want you to feel involved and invested, and to start to reinforce these rules and messages at home in advance of the children's return. Our team are currently creating a FAQ sheet to try and anticipate some of your concerns; detailed guidance and regulations will follow.

We hope to involve the children to some extent in co-creating rules surrounding playtimes; if we work with them, they will have a sense of ownership and the rules would have more meaning for them.

### **Welcoming**

When the children return, we want them to feel excited and happy coming into school and we want them to know that we are genuinely delighted to have them back and to be able to see them again. We have sincerely missed them. They will need to know that they belong, and feel a part of things and we will do everything we can to enable this. Our School Values of Love, Peace and Joy will be ever-present and more needed now than ever.

### **All Togetherness**

So, how can we create these warm, welcoming feelings of care and nurture when we can't touch and need to keep a safe distance? We need to create a truly inclusive environment in which the children feel surrounded by support, and know that they can rely on all the adults around them and that we are all reinforcing the same messages and sense of togetherness.

### **Nurturing**

Recent research conducted at Reading University highlights the importance of allowing the children time and space to play and to re-connect socially with their peers. A key point is to play the long game here, and not rush ahead with trying to make up for lost time or to add intense academic pressure and stress to the children, some of whom are already in a high alert state.

We will focus primarily on settling your children in, on meeting their social and emotional needs first and foremost, and on their readiness to learn skills. The general expert consensus is that we should be laying the foundations for them in terms of nurture first and foremost, not solely teaching them in the plain, traditional sense.

This Covid generation of children are going to be unique, and we want to enable them to flourish which will not be an overnight job. We have the potential to do a lot of good here, and to repair the significant rupture that this virus has caused and to prepare our children to be strong adults in the future as well as happy and resilient children in their present.

## **[2 September- Who can attend school?](#)**

All children are expected to attend school from the beginning of the term. School cannot authorise absences from school unless in the most exceptional of circumstances or for health reasons.

Reception children will begin half days on 7 September and full days from 14 September.

## Bubbles

We have decided to place each year group within its own bubble.

In doing so we have to balance the educational needs of the children alongside the ability of staff to work within a bubble and the logistical needs of the school. In having year group bubbles, we will be avoiding the need to stagger the school day and we hopefully will avoid the need to expand lunchtime beyond the normal hours of service.

However, within this balancing act is the downside that should a child within a bubble be confirmed as having COVID19, then all children and staff that have worked directly within the bubble with that child would have to isolate at home and follow the guidance around this.

In this scenario, our plans for home learning would kick in (see later in this document).

## Social Distancing Measures

The following measures will be in place. We can only control what happens within our school grounds. Parents are expected to adhere to these same measures when waiting to enter our grounds.

Only 1 parent per family is asked to come onto our grounds with their children. Parents are asked not to congregate on our school grounds at all. Once children have been dropped off or collected, please leave promptly.

Parents are asked to limit visits to our office. Parents will not be allowed into the school building unless in an emergency. Appointments will be by telephone only. There will be no visitors allowed on site unless preapproved by the Senior Leadership team.

Contractors visiting site will be restricted where possible to attend outside of school hours.

<u>Issue</u>		<u>Action</u>
<b>General School Environment</b>	Staff Pupils Parents Visitors	<ul style="list-style-type: none"><li>• Signage placed around the school reminding staff, pupils and visitors of 2m social distancing.</li><li>• Markings laid out on the playground for classes to line – 2m social distancing</li><li>• Hand sanitizer will be at every classroom door and located at the main reception.</li><li>• Signage placed around the school building reminding people to wash hands regularly.</li><li>• One way system of travelling around the school put in place both inside and outside the building.</li></ul>

		<ul style="list-style-type: none"> <li>• Classrooms have been laid out so that social distancing can be maintained where possible.</li> <li>• Children will be placed in bubbles(group of children) according to their year group</li> <li>• Children will remain with the children in their bubble all day.</li> <li>• Each bubble will stay together and not mix with other bubbles.</li> <li>• Dining room has been laid out to maintain 2m social distancing between bubbles</li> <li>• Parents will not be allowed into the school building, except into the foyer at the main office.</li> </ul>
<b>Start of the School Day</b>	<p>Staff</p> <p>Pupils</p> <p>Parents</p> <p>Visitors</p>	<ul style="list-style-type: none"> <li>• Parents are asked to walk 200m (4 minutes) into school to ease congestion around the school gates.</li> <li>• Reception children enter school through hall doors</li> <li>• Y1,2 and 3&amp; 4 children enter school through the main children's entrance in the alleyway</li> <li>• Y5 and 6 enter school through the pedestrian entrance on Watergate Lane</li> <li>• Only one parent to bring children to the school</li> <li>• Teachers will collect their bubble from the playground and take them to their classroom following the one-way system.</li> <li>• Children will be told to use the hand sanitizer before entering the classroom.</li> </ul>
<b><u>End of the school day.</u></b>	<p>Staff</p> <p>Pupils</p> <p>Parents</p> <p>Visitors</p>	<ul style="list-style-type: none"> <li>• Parents are asked to walk 200m (4 minutes) into school to ease congestion around the school gates.</li> <li>• Parents to enter the school grounds through the main gate.</li> <li>• Social distancing markings will be on the playground 2m apart.</li> <li>• KS1 Children will be in their bubble lines on KS1 playground and be collected from there.</li> <li>• KS2 children will be in the bubble lines on the KS2 playground and will be collected from there.</li> <li>• Once a child has been collected the parent and child to follow the one-way system and exit through after school club gate.</li> </ul>

<p><b>General hygiene</b></p> <p><b>Reduce the risk of virus spreading</b></p> <p><b>Handwashing</b></p> <p><b>If a child or adult who become symptomatic during the school day.</b></p>	<p>Staff</p> <p>Pupils</p> <p>Parents</p> <p>Visitors</p>	<ul style="list-style-type: none"> <li>● All staff and pupils to aim to maintain social distancing where possible</li> <li>● Limit the number of surfaces touched.</li> <li>● Keep hands away from face as much as possible.</li> <li>● Regularly perform appropriate handwashing for 20 seconds.</li> <li>● 'Catch it, bin it, kill it' mantra used with children.</li> <li>● School will be fully cleaned at the start/finish of the school day.</li> <li>● Handwashing signage displayed around the school.</li> <li>● Reinforce handwashing routines.</li> <li>● Year groups given specific toilets to use.</li> <li>● Toilets to be monitored to ensure hands are being washed.</li> <li>● Children to use hand sanitizer on return to classroom.</li> <li>● Children to wash their hands before and on entering the dining room.</li> <li>● Children will not be allowed to visit the toilet independently, they will go with their bubble and their member of staff.</li> <li>● Children or adults should not enter the school if they or any member of their family has shown symptoms of the virus.</li>   <li>● If a pupil or member of staff becomes symptomatic during the school day they will be isolated from the rest of their bubble in <b>the sick bay</b>.</li> <li>● The sick bay will be set out to ensure 2m social distancing is followed.</li> <li>● Parents will be called to come and collect the child.</li> <li>● Only those who are symptomatic are required to self isolate</li> <li>● Members of staff dealing with a symptomatic person are required to wear PPE, including a fluid resistant face mask, apron and gloves.</li> <li>● These will be disposed of once the person has left the premises.</li> <li>● Where possible the symptomatic person will avoid walking through the school to be collected.</li> <li>● Any areas, items and surfaces the</li> </ul>
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<p><b>If a child is symptomatic at home</b></p> <p><b>If a child/ staff member has a positive test</b></p>		<p>pupil or member of staff have come in contact with will be cleaned thoroughly as soon as possible.</p> <ul style="list-style-type: none"> <li>● Parents are asked to have their child tested and report the results of the test to school to halt the spread of this virus.</li> <li>● Parents are asked to report a positive test to the Track and Trace NHS system</li> <li>● 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 14 days.</li> </ul> <ul style="list-style-type: none"> <li>● Please report this to school and have your child tested.</li> <li>● Parents are asked to report the outcome of a test to school</li> <li>● Parents are asked to report positive test outcomes to the Track and Trace NHS system</li> <li>● The child should self-isolate for 7 days. Their household members should self-isolate for 14 days.</li> </ul> <ul style="list-style-type: none"> <li>● Where the child, young person or staff member tests positive, the rest of their class or bubble should be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.</li> <li>● All within that bubble will have access to a test.</li> <li>● Parents are asked to report positive test outcomes to the Track and Trace NHS system</li> </ul>
<p><b>Entry to the office/ Speaking to staff.</b></p>		<ul style="list-style-type: none"> <li>● Entry to the office would have to be for exceptional circumstances only.</li> <li>● 2m social distancing markings will be outside the office.</li> <li>● Only one person into the foyer at a time.</li> <li>● Hand sanitizer should be used when entering the foyer.</li> </ul>

		<ul style="list-style-type: none"> <li>● Face to face meetings with parents will not take place, to minimise adult to adult contact, including 2m social distancing.</li> <li>● If parents need to contact members of staff it will need to be by telephone only</li> </ul>
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Children who intentionally break our social distancing rules may be sent home for their own and others safety if this behavior does not improve.

### Learning in school and at home

During September, we will be focussing on the following:

English and Maths: Basic skills catch up and assessment to identify gaps in learning. Children will spend a lot of time reading either to an adult, with their class or in small groups.

Recovery curriculum: This cross curricular pastoral approach will help us identify children who may need additional support whilst also alleviating children's anxieties around returning to school and helping them process their experiences through lockdown.

In the event of a further lockdown, we hope to be able to have in place an online learning system through Microsoft Teams. More information about this will be released in the Autumn term.

During October and beyond:

We will continue to support the pastoral needs of children requiring additional support as identified through the recovery curriculum.

We will begin addressing the gaps in skills and knowledge across the curriculum, including in English and Maths with all children. Children will receive the full curriculum although this will be tailored to address the needs of the children and their learning gaps.

### Frequently Asked Questions (FAQ's)

#### **Timetable for the day/Routine**

*What will the school hours be?* 9am-3.30pm, gates are open from 8.45am.

*Are breakfast club and after school club available?* Breakfast club remains unavailable at the time of writing. After school club will be in touch with registered families if they are able to offer this service.

*Will school dinner be provided?* Our lunchtime service will be as usual. Only KS2 children will be allowed packed lunches in line with our policy.

*Will they be able to play with their friends at playtime?* Yes. They will be with children from their age group within their bubbles. We will encourage and direct them to play apart however we will not be putting children in chalked boxes or other such measures.

*Can the children go home for lunch?* No, this is not our school policy.

#### **Health & Safety**

*What are the safety precautions for staff and children?* As described in this document. Neither staff nor children are required to wear PPE.

*How can you ensure the safety and cleanliness of the toilets and other areas?* Regularly touched surfaces will be cleaned frequently throughout the day by a member of our cleaning staff. However we cannot guarantee 100% cleanliness throughout the day.

All frequently touched surfaces and each used room will be cleaned thoroughly each day.

*What if someone has symptoms whilst in school, what procedures have been put in place?* Please see guidance earlier in this document. We will not notify parents if a child has been sent home until they are tested positive.

*Will medication be given to children if required?* We will only give medication in line with our medicines policy.

*What contact will children have with other year groups?* Please see information regarding bubbles.

*Can Y6 walk home on their own and will they be able to collect younger children?* This is a decision for parents. If a Y6 child usually walks home on their own or collects a sibling, then yes. In this case they will wait until all other children have been collected. They will then be escorted separately to the school exit and sent on their way. A letter will need to be sent to school confirming this with us prior to a child being allowed to leave school premises alone or with a sibling.

*Will children and staff be tested and temperatures taken on a regular basis?* No, we are only required to send home persons who are symptomatic. We do not have access to such testing facilities.

*What will happen if cases spike?* Should school have a spike in cases, then we would refer to our public health advisors and take their recommended steps. This may involve full or partial closure of the school.

*What can parents do to help?*

Parents can help by talking to their children about rules such as hand washing and giving them reassurance that they will be safe at school. We are all responsible to adhering to any measures put in place for protection. The measures in place will be under constant review. The number of new cases are monitored daily and we will be following any guidance or recommendations given. Parents can help by adhering to social distancing guidance at home and in the community.

## **Risk**

*Who will be liable if a child contracts COVID 19?* The burden of proof would be on the parent to demonstrate that the school was negligent and the root of the infection.

## **Curriculum**

*What will happen in PE lessons?* Children will have PE lessons with the same group of children they are in a bubble with. It is unlikely they will have a 'set' PE lesson day though. We will begin phasing in extracurricular clubs for year groups only as the term progresses.

*Will online learning still be accessible for those who will not attend school?*

Online/remote learning will still be accessible for those children who stay at home.

*How will the return affect mental and emotional health of the children?* Upon their return to school, our staff will speak with all children and reassure them that it is perfectly natural to be experiencing some anxiety/confusion at this time and we are here to support them whether that be on an individual basis or through the activities they engage in which will be focused primarily on their emotional wellbeing to begin with. All teachers have familiarised themselves with the SWAN Approach to welcoming our children back, to ensure we can all support children to feel safe and secure upon their return to school.