

Rise Park Primary and Nursery School



Our Reconnection Plan September 2020

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Current Guidance

The Government guidance released on 2nd July 2020 provided us with a context for their decision to request that schools open to all children from September and issued guidance for schools to adhere to and manage when opening. The guidance issued can be found here: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

At Rise Park Primary we have been working hard on our plans for a full reopening ensuring that we:

- fulfil the expectations required of us;
- ensure that the safety of everyone is paramount in all our decisions and actions;
- continue to provide a high quality, well balanced curriculum to best support our pupils in their education.

Keeping children and staff safe

All schools must comply with health and safety law which requires them to assess risks and put in place proportionate control measures. Essential measures include:

- a requirement that people who are ill stay at home;
- robust hand and respiratory hygiene;
- enhanced cleaning arrangements;
- active engagement with NHS Test and Trace;
- formal consideration of how to reduce contacts and maximise distancing between those in school, wherever possible, and minimise potential for contamination so far as is reasonably practicable.

All schools have been provided with a set of actions to 'prevent' and 'respond to infection' which are summarised below:

Prevention:

- minimise contact with individuals who are unwell
- clean hands thoroughly and more often than usual
- ensure good respiratory hygiene - 'catch it, bin it, kill it'
- enhanced cleaning
- minimise contact between individuals and maintain social distancing wherever possible
- where necessary, wear appropriate personal protective equipment (PPE)

Response to any infection:

- engage with the NHS Test and Trace process
- manage confirmed cases of coronavirus (COVID-19) amongst the school community
- contain any outbreak by following local health protection team advice

Year group 'bubbles'

We will group each year group into 'bubbles' which will remain consistent and separate from other 'bubbles'. For the majority of their time in school the children will be in their own class bubble with their own teacher and support staff, but at playtimes and lunchtimes they will be separated into year groups that will only have limited contact with other year groups. This will 'make it quicker and easier in the event of a positive case to identify those who may need to self-isolate, and keep that number as small as possible'.

Attendance

All children will be welcomed back to Rise Park Primary School from Tuesday 1st September and attendance is mandatory. Please see the attendance policy on the school website for further information on this.

We support the government here which notes:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence;
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct.

Shielding children

Shielding advice for all adults and children will pause on 1st August. Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, please contact the head teacher, Mrs Kelly, or the Inclusion Lead, Mrs Mee, and we will work with you to support your child the best possible way we can.

Before Your Child Leaves Home in The Morning

Please check for any of the following symptoms

- a high temperature;
- a new, continuous cough;
- a loss of, or change to the sense of smell or taste.

If any of these symptoms are evident do not send them to school, contact our absence line on 0115 915 3775 or email admin@risepark.nottingham.sch.uk. **Government advice must be followed which can be found on the school website under 'key information' then 'COV-ID 19.'**

Travel to and from school

In accordance with our current risk assessment, we encourage parents, staff and pupils to walk to school if at all possible. Children and families should ensure they are following social distancing guidelines whilst travelling to and from school. Face coverings are required at all times on public transport (including for children, over the age of 11).

How will you get to school?

Do you live less than 2 miles away from school?



Yes

No



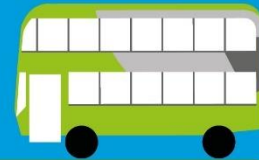
Walk or cycle to school if you can - it's good for your health and the environment too!

Could you walk or cycle to school?

Yes

No

Did you know...
It takes just 10 minutes to cycle 2 miles?



On public transport:

- Keep social distancing
- Additional services have been added to our most popular school routes
- Plan ahead- some service times have changed to align with school finish times
- Hand sanitiser is available on all NCT buses
- Wash your hands before and after travelling
- Don't forget to wear your face covering!

If you need to travel by car:

- Consider parking a short distance from school and walking
- If you car share, make sure you share with the same friends each day and wear a face covering



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Nottingham City Council

Return to School

Morning Drop Offs

First day back:

Tuesday 1st September for years 1-6;

Wednesday 2nd September for Reception;

Friday 3rd September for current Nursery children;

New Nursery starters have been communicated to separately regarding start times.

Children in Years Reception-6 will be welcomed back from 8:40-9:10am where they will be dropped off at their new classroom door and welcomed by their new class teacher. There will be no lining up on the playground. Families can arrive at any time between 8:40-9:10am. Any child that arrives after 9:10am will be classed as late and will need to enter via the school office.

Children attending the nursery provision will be able to be dropped off from 8:30-8:45am. Afternoon drop offs will stay the same at 12:15pm.

To ease congestion, we have extended the period of time in which you can drop your child off in the morning. It is important that we do not have parents congregating at the school gates and classrooms so that we limit the number of interactions across bubbles. We request that only 1 parent/adult to drop off and collect to help minimise the number of adults on site. We are still operating a one-way outdoor system so please enter through the gate closest to the zebra crossing on Bestwood Park Drive West and follow the arrows. Please exit the premises via the gate by the Nursery.

End of the day – Collection

To ensure we are minimising contact and ensuring social distancing at the end of the day, we have extended the time in which you can collect your children from 3:00-3:20pm.

The children will be sent out to their parent/adult via the classroom door once you have arrived. Parents are requested to line up behind the allocated lines on the floor and once you have collected your child/children, please leave the school site as quickly as possible, following the one-way system.

Please can parents ensure they are on time to ensure a swift collection. This system has been working very effectively during reopening for the priority year groups, however in September there will be a greater number of pupils being collected. As with drop offs, the one-way outdoor system will be used for collection as well.

Doors will close at 3:20pm and if you are late for collection, please walk around to the school office to collect your child.

****Please note we will review the collection arrangements regularly in September to ensure they are working effectively and we are happy with the safety precautions in place. Please be aware we will make amendments to timings if we feel it is necessary.**

Nursery and Foundation

Nursery children and their parents have been invited to individual sessions to meet their teacher in September 2020.

Reception children will start school on part time hours for the first week to ease transition to school. The children will either attend for a morning, a morning and lunch sessions and then a full day.

Reception

Date	Timings
Wednesday 2nd September	Children will attend a morning session until 11:00am. Drop off times are extended and your child can arrive between 8:40-9:10am.
Thursday 3rd September	Children will attend a morning session and for lunch. Drop off times are extended and your child can arrive between 8:40-9:10am. Collection time is 1:00pm outside the classroom doors.
Friday 4th September	Children will attend a full day. Drop off times are extended and your child can arrive between 8:40-9:10am. Collections times are extended and your child can be collected between 3:00-3:20pm.
Monday 7 th September onwards	Children will attend full time. Drop off times are extended and your child can arrive between 8:40-9:10am. Collections times are extended and your child can be collected between 3:00-3:20pm.

Drop off and collection times are the same as for years 1-6.

Drop off outside classroom doors from 8:40-9:10am.

Collections times outside the classroom doors from 3:00-3:20pm.

If you are late for any reason, you will need to drop off or collect via the school office.

Nursery

Nursery children have been allocated some settling in sessions to allow a gradual intake of children so that they can familiarise themselves with their new environment and the Nursery team can get to know the child in a small group. Each family will receive an individual letter with their settling sessions in the Nursery setting.

On arrival at school, children in Nursery will have to enter the building on their own, saying goodbye to their parent at the external gate to the Nursery where they will be greeted by the Nursery team. Where possible, please limit the number of adults accompanying a child to school or collecting them at home time to one per child.

Start and end times once children are settled into the nursery provision:

Morning session: 8:30-8:45am drop off; 11:30-11:45am collection

Afternoon session: 12:15pm drop off; 3:00-3:20pm collection

Full Timers: 8:30-8:45am drop off; 3:00-3:20pm collection

Arrangements in school

Children in EYFS will be following a free flow, play-based curriculum. Whole class teaching sessions will be no longer than 15 minutes and all classrooms will be well ventilated. It will not be possible, nor is it required, to enforce social distancing measures with children in EYFS. This means that children will come into contact with all the children in their class and they are likely to come into contact with all the children in the year group during free flow and lunchtimes. Children will wash their hands often and surfaces and equipment will be regularly sanitised.

Learning resources

For individual and very frequently used equipment, such as pencils and pens, staff and pupils will have their own items that are not shared. If parents and carers wish to purchase pencil crayons and felt tips for their child to use and keep at school, please ensure they bring them to school on the first day back. Classroom based resources, such as books and games, can be used and shared within the class; these will be cleaned regularly, along with all frequently touched surfaces. In KS1 and KS2, resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.



Assemblies

There will be no traditional whole school or key stage assemblies during the autumn term and these will be replaced by class and virtual assemblies. We are keeping an open mind about Christmas productions but all should be aware that, even at this early stage, full-scale productions look unlikely in the autumn term.

Reading Books

Reading books can still be brought home, however on their return to school, they will be placed in a box and left for 72 hours before returning to the shelves. Year groups will have set days in which they can change books and these will be detailed on the class newsletter. If your child has a reading book at home, please return it on the first day back in September.



Enhanced cleaning regimes

Since lockdown and opening for keyworker children, our school has had enhanced cleaning systems in place and has also been regularly deep cleaned. We have adjusted our cleaning rotas with our site team to ensure that more regular cleaning goes on during the school day – with particular attention paid to those surfaces that are frequently touched like door handles. School staff not normally involved in these duties like teachers and support staff have also been helpful in keeping their own classrooms clean and extra materials have been provided for this purpose. We anticipate these arrangements will stay in place until further notice.

Coats, bags and PE kits

As children have their own cloakroom facilities, coats and bags can be left in their normal places. Please keep items brought into school to a minimum as much as possible.

During the autumn term, we would like children to attend school wearing their PE kit on their PE day and will wear this all day. Please be aware that PE will be outside so ensure that your child is appropriately dressed in black/blue joggers, a plain white t-shirt and a plain black/blue outer garment as the weather becomes colder.



The importance of fresh air

Windows and doors will be left open as much as possible to aid ventilation. Teachers will plan many outdoor learning activities and therefore it is essential that the children come suitably dressed for all weather possibilities all of the time.

After school clubs

There will be no after school clubs during the first half of the autumn term. This will be reviewed regularly and if this changes, this will be communicated to parents and carers well in advance of the clubs beginning again.

School office

The school office will remain closed to personal visitors. Parents should do all they can to ensure that children have all that they need for the day (e.g. packed lunches) at the start of the day and if there is an instance where their child needs to be collected at a different time, they should telephone the school to make arrangements. All other communication should be done by telephone or e-mail as far as possible.

Communication

Communication with parents is really important to us. Due to the current restrictions, we would request that meetings with members of staff are by prior arrangement only so that social distancing and safety precautions can be put in place. Please do this by emailing admin@risepark.nottingham.sch.uk or telephoning the office 0115 915 3775 who will support you in making these arrangements.

If parents require any further support, our family support worker, Hani Quinn, is available. Please contact the office if you wish to speak to her.

Behaviour

An addendum to our behaviour policy was formulated in June 2020 when the first groups of children returned to school. We have put a new behaviour policy on the website to reflect the changes in how behaviour is tracked but the addendum remains at the end. In the addendum, we have had to change some of our expectations around pupils' behaviour and make these clear to all. In these times of heightened risk to our health, it is important that children and staff are aware that behaviour which jeopardises the health of others, is taken very seriously. The addendum can be found on the school website under 'key information' then 'COV-ID 19'.

Our Rise Park values and ethos remain unchanged, and children are expected to uphold them. In addition to our usual rules and values, children must be aware of the new requirements in the addendum namely that they must:

- Use their own specific equipment (including resources) and not share any of these;
- Not share any food, drinks, cups or water bottles;
- Work, eat and play in our designated group and minimise contact with children from other groups (including in the playground, anywhere on the school site and on their way to and from school)

- Move around school as instructed by their teacher/adult and avoiding other people
- Never cough, sneeze or spit towards another person; catch all coughs and sneezes in a tissue and throw it away (catch it, bin it, kill it), then wash their hands
- Wash hands frequently (including whenever we are asked to), with soap and water for 20 seconds (e.g. by singing Happy Birthday twice) or with hand sanitiser if soap and water are not available.

It is essential that the children listen to and follow instructions at all times and adhere to the guidelines set by the government and the school. This is required inside school and outside during breaks and lunches. Any child who is unable to do this is risking the safety of themselves, other children and staff and we will ask parents to collect them immediately. A risk assessment will then be completed to determine whether it is safe to have the child back in school. If we deem a child to be unsafe to have in school, we will work with parents to arrange provision the child can access safely.

School lunches

We intend to have a full school offer for hot lunches again from the Tuesday 1st September and return to the normal payment arrangements via our Sco Pay system.

Year 3 parents should be aware that universal free school dinners do not apply in KS2 and that payment for meals booked will be required.

If parents are unsure about whether they are entitled to free school meals and need to pay or not, they should contact the school office. We are aware that many families' situations have changed due to the COVID-19 pandemic and therefore if you could now be entitled to free school meals and the pupil premium funding, please contact the school office and we will support you with this.

We have arrangements in place to ensure that during lunch time, separation between 'bubbles' is maintained. Children will always have the chance to wash their hands before eating.

Packed lunches

Please ensure your child has all the cutlery they need and their meal is easy for them to manage on their own.



Availability of water on site

All pupils should have their own school water bottle that is untouched by other children or staff. No water fountains are currently available at school. Water is available in school to refill children's own water bottles. Disposable plastic cups may also be available if a child has forgotten their water bottle and they will be thrown away after use.



School uniform

It is an expectation that all children will wear the approved school uniform. We expect our children to take great pride in their school and this is reflected in the way they dress.

Uniform consists of the following:

- a navy-blue jumper or cardigan (with or without the school logo on)
- a blue polo shirt or blouse (with or without the school logo on)
- a black or grey pinafore, skirt or trousers.
- white, grey or black socks or grey tights
- black shoes



Curriculum for reconnection

Whilst we are confident that many children will quickly 'bounce back' after the lockdown, we are aware that there will be some children returning who have experienced bereavements amongst friends or family or who have experienced anxiety or stress during this time. In September we have planned to begin our updated PSHE curriculum and we have now reconfigured this for autumn 2020 so that work in all year groups centres on health and wellbeing.

Collective positive mindset – contextualising the lockdown. At Rise Park Primary, we do not feel that it is helpful to focus on what has been 'lost' during the shutdown. A young person's school career is typically 468 weeks long and most children have been out of school for 14 weeks, which represents below 3% of their total school career. Moreover, during that time many of our children have been working hard and producing good work and have benefited from time spent with their families, exploring and experiencing different opportunities to grow, learn and achieve in different contexts. Our staff will remain calm

and measured in September knowing that whatever the situation, we have the staff with the best knowledge and experience of how to teach, support and help our children in 'closing the gap' where required. We will not make our children worry unnecessarily or make them think that things are worse than they are and where issues present themselves, our language will reflect our established 'growth mindset' philosophy – 'you can't do it yet'.

Assessment

Our teachers will make adaptations establishing 'what has to be learned' rather than sticking rigidly to our usual long-term plans. Class teachers will use their own expertise to establish starting points for each class in the autumn term and will likely have to take 'a step back' in order to help children then move forward with confidence but each child and class will be different. In schools, this way of assessing what should be taught next is known as 'formative assessment', that is the judgements teachers make on a day-to-day basis during class work which allow them to assess attainment and progress. To strengthen routines, relationships and resilience it is important that, in a measured supportive way, teachers and children get back to established ways of working, especially when children's confidence will be low.

Broad and balanced curriculum

Although there are some restrictions in place (e.g. singing in large groups) we fully intend to continue with our normal ambitious and broad curriculum in all subjects from the start of the autumn term. We will make use of existing flexibilities to begin at appropriate starting points for all our children.

Pupils with additional needs

We are aware that for some children with additional needs, returning to school after lockdown may cause additional anxiety or stress. Children with additional needs will be supported by the school inclusion team to ensure a smooth transition when returning to school. Mrs Mee has been working with our families to support children in their transition back into school. In some cases, children with additional needs may require a risk assessment to be completed. Staff will continue to be responsive to the needs of individual pupils and additional support will be provided where necessary. Small group or 1:1 support may take a different form in the autumn term so that adults and children remain safe, for example, sitting side by side, staff and pupils working at a greater distance from each other, and working in different parts of the school building. Staff who are in close contact with individual children may wear PPE.

Children or staff suspected of having COVID-19

In line with DfE guidance, in the case of a suspected infection the school will:

- engage with the NHS Test and Trace process. We ask that parents and staff inform the school immediately of the outcome of any test;
- manage confirmed cases of coronavirus (COVID-19) amongst the school community. The school will text or email parents with a notification of a confirmed infection including which 'bubble' this may affect. We will not share the names or details of people suspected of having or conformed to have coronavirus;
- contain any outbreak by following local health protection team advice. For the avoidance of doubt, the new advice says that we 'must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious.

'Close contact' now means:

- face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin);
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual;
- travelling in a small vehicle, like a car, with an infected person.

When a case is suspected in school, the child will be immediately isolated from other pupils and staff. Staff supervising these children should also try to ensure they remain two metres away while still aiming to provide the reassurance and care particularly young children will need. Enhanced PPE is available for these staff and older children may be offered a mask. The school will contact parents and request they collect their child from the school immediately. We ask that parents whose child has been identified as having a suspected case of COVID-19 should seek immediate medical advice.

The guidance says 'Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test.'

If no test is undertaken then we expect children to self-isolate according to the Public Health England guidance here: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Households with a confirmed case of Coronavirus should follow the advice laid out by Public Health England here: <https://www.gov.uk/government/publications/covid-19-stay-at-home->

[guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection](#) and should keep their school informed about their planned date of return following isolation. Please refer to the attendance guidance found on the school website under 'key information' then 'COV-ID 19' which provides information on when pupils can return to school.

In the event of a local authority (Nottingham City) wide lockdown, the school would revert to an enhanced version of the arrangements which were in place during the nationwide lockdown.

Breakfast Club

We will be offering breakfast club provision from Tuesday 1st September from 8:00am-8:40am. Due to the implementation of year group bubbles and to limit contact between other year groups, children will be accessing breakfast club in their classrooms. All children will need to enter through the main reception to sign in. You will need to pre-book and pay via Sco Pay as we will not be accepting any child who has not pre-booked.