



September 2020 Information For Parents and Carers

Measures Asquith Primary School are implementing to safeguard your child, your family and the wider school community

Safeguards in Place	
Your child will need... 	• Your child must be wearing school uniform; • Black/grey trousers/skirt • White polo shirt • Navy cardigan/jumper/sweatshirt (no hoodies) • Black footwear • A named water bottle that must be taken home and cleaned each night • A lunch box if they are bringing a packed lunch from home • A bag (IF NEEDED) – in FS/KS1 this must be a book bag; in KS2 they must be able to fit their bag on their chair as all coats. Bags etc will be kept in classrooms. • You will be told when your child is doing PE – on those days your child will need to come to school IN their PE kit
Pupil Attendance 	• Your child is expected to be in school everyday • If your child has a continuous cough and/or high temperature and/or loss of smell and taste they must not come to school and you will need to arrange for your child to have a test, you must also inform the school as soon as possible. • If your child has a positive test then they must remain at home for 14 days, from the date they showed symptoms. You must let school know as soon as possible. • You must follow the attendance policy with regard to informing school about any absence. • Trust and honesty between school and families is essential
Pupil Arrival	• Children will arrive at different times to avoid too many arriving at once, it is essential you arrive in your set time frame for your child's bubble • No more than 1 parent/adult per child/family

	• One-way system in place around school • You will be asked to say goodbye to your child outside the school building as no parents are allowed on the school site (except the school office if absolutely necessary) • You must leave the school site/area around school as soon as you have dropped your children/child off. Please do not stay talking to other parents/carers • Please DO NOT drive onto Asquith Street – due to the high numbers of children and adults this can cause congestion and put people at risk • Children will sanitise their hands on entry to school. • Children will wash their hands regularly throughout the day including – break time, before lunch, after lunch and after PE sessions • Children/families should remain 2m away from other children/families • NO CHILD should be in school if symptomatic, they'll be isolated immediately and sent home
School Staff 	• Your child will be taught in class groups although they may be part of a larger bubble such as Y1 or Y3/4. All procedures in school are designed to minimise contact between groups of children • We will endeavour to try to keep the same staffing with your child • Staff will communicate with parents via phone calls, emails and App messages when needed as no parents are allowed on the school site. • Members of the office team will be available from 8.00 am-4.00 pm each day on the telephone and via email. • Staff will have access to PPE, but only when required (first aid, changing, symptomatic child)
Classroom 	• Children will sit next to each other in rows (where appropriate) and desks will be spaced apart wherever possible • It will be the same table daily for each child • Children will be given their own individual set of resources they need. • Children's coat, drinks bottle and lunchbox will be kept at their table to avoid use of the cloakrooms • Children may bring a bag to school – In FS and KS1 this must be a book bag which will fit into their tray. KS2 children must only bring a bag if needed and this must be able to fit on the back of their chair as all bags etc. must be kept in the classroom • Behaviour Expectations will be made clear and staff will frequently remind pupils • Windows and doors will, wherever possible, remain open for ventilation
Behaviour 	• There will be an 'update' to the way we expect your child to behave in school to reflect changes in order to keep everybody as safe as possible : “Stay in your bubble – ‘Take Care’ - Wash your hands” • If your child does not follow school rules and puts other children at risk, you will be asked to collect them

	• Coughing deliberately and/or spitting deliberately at any member of the school community is now in serious breach of our school behaviour expectations, your child will be sent home and their place in school could be withdrawn
Break 	• Children will wash their hands before and after any play time • Children will remain in their 'bubble' and not mix with other 'bubbles' • Children will play in a designated space to keep them away from other groups – only one 'bubble' on the playground at any time. • All games will be non-contact games
Lunch 	• Children will wash their hands before and after lunch time • Children will be looked after by staff outside as part of their bubble • Children will have their lunch in their bubble room at their table with their bubble staff (tables will be cleaned before lunch by bubble staff while children wash their hands) • All lunches will be packed lunches, either brought from home or provided by the school kitchen
First Aid/Child with Symptoms 	• Staff will wear appropriate PPE when dealing with a child • If children develop symptoms such as continuous cough and/or high temperature and/or loss of smell and taste at school they will be moved to an isolated room and you will be asked to collect them immediately • A member of staff will remain with them until they are collected • The entire household is then to remain isolated for 14 days; it is essential to contact school if your child has tested positive for COVID19
Cleaning throughout the day 	• Our cleaning team have had their daily routine heightened to add in additional cleaning measures • Each bubble throughout the day will have all 'touch points' e.g. desks, taps, light switches, door handles cleaned frequently by bubble staff • Toilets will be cleaned regularly • Touch points around school and all toilets will be cleaned regularly during the school day in addition to the normal thorough daily clean
Home Time 	• Children will leave at different times to avoid too many leaving at once • No more than 1 parent per child/family to collect • Pick up locations have been allocated • It is essential you pick up within your set time frame for your child's bubble • One-way system means all parents and pupils will exit the school site through designated exits • Children and families must leave the school premises immediately

The timetable below details when your child should arrive/leave school and where they need to go:

Year Group	Start date	Start time (Please do not arrive early, or late!)	Finish time (Please do not arrive early, or late!)	Details
Nursery	Monday 7 th September	8.40am		Parents of children in Nursery will have received a separate letter with further details.
Reception	Monday 7 th September	9:00 -9:15am	3:30 – 3:45pm	Reception children should enter through the gate to KS1 on Asquith Street and be collected from the same gate. Reception parents will have received further information with details about the staggered start for Reception children.
Year 1	Thursday 3 rd September	8:45 – 9:00am	3:15 – 3:30pm	Year 1 children should enter through the gate to KS1 on Asquith Street and be collected from the same gate.
Year 2	Thursday 3 rd September	9:00 -9:15am	3:30 – 3:45pm	Year 2 children will need to come into the KS2 playground and follow the one-way system – being dropped off at the KS1 link corridor door. They will need to be collected from the same door.
Year 3	Thursday 3 rd September	8:45 – 9:00am	3:15 – 3:30pm	Year 3 children will need to come into the KS2 playground and follow the one-way system – being dropped off at the KS2 link corridor door. They will need to be collected from the same door.
Year 4	Thursday 3 rd September	8:45 – 9:00am	3:15 – 3:30pm	Year 4 children will need to come into the KS2 playground and follow the one-way system – being dropped off at the KS2 link corridor door. They will need to be collected from the same door.
Year 5	Thursday 3 rd September	9:00 -9:15am	3:30 – 3:45pm	Year 5 children will need to come through the front office. If they are walking home alone they will leave through the front office, if not they will need to be collected from the KS2 link corridor door.
Year 6	Thursday 3 rd September	9:00 -9:15am	3:30 – 3:45pm	Year 6 children will need to come through the front office. If they are walking home alone they will leave through the front office, if not they will need to be collected from the KS2 link corridor door.

Please note this document is subject to change dependant on review and Government / Local Authority guidance.