



SUMMERFIELDS
PRIMARY ACADEMY

Return to school March 8th 2021 **Parent Handbook**

The current planning from the DfE is that primary schools will reopen in March for *all* primary children.

Our plan is to get everyone back in school whilst ensuring the safety of your children, our staff and the wider school community.

The following guidance has been produced by senior staff at Summerfields Primary Academy to inform parents on ways they can and should contribute to the safety of their child(ren)'s school attendance.

Before school

- Ensure your child is well enough to attend school. If in doubt, please call the office **BEFORE** bringing your child to school
- If your child or anyone in your household is displaying symptoms of COVID 19, please inform school immediately. **DO NOT BRING YOUR CHILD TO SCHOOL**, call 111 or visit www.nhs.co.uk
- Ensure children wear their full uniform, we would ask where possible that this be changed daily. PE kits should be suitable for outdoor, children will attend school in their PE kits on their PE day (refer to uniform guidance and class dojo message)
- Only lunchboxes, book bags and a full water bottle, are to be brought into school.
- Ensure everyone, before leaving the house, washes their hands for 20 seconds using soap and warm water.
- Take the opportunity to remind children about safe practice likes coughing into elbows, 'catch it, bin it, kill it', not touching face etc

The journey to school

- Plan your journey in good time; it is imperative that children arrive on time (within their designated time slot) and at the correct entrance
- Walk only with family groups - children will be excited to see one another but they must remain socially distant (1+ metres)



- Avoid public transport; take the opportunity wherever possible to walk or cycle to school
- If you have to use the car, keep the number of people in the car to a minimum and ensure handwashing/sanitising occurs before leaving **DO NOT PARK ON HAIGH CROFT OR CEDAR CLOSE**
- Avoid popping to the shop on the way, do this on the way home if required

Arriving at school/In school

A member of staff will be available to support you, however you must not approach them closer than the 2m distance.

Class	Start time	Home time
F2	8.30am	2.30pm
Y1	8.45am	2.45m
Y2	9.00am	3.00pm
Y3	8.45am	2.45pm
Y4	9.00am	3.00pm
Y5	8.30am	3.00pm
Y6	8.30am	3.00pm

- **Face coverings must be worn on school site.**
- Ensure you arrive at school on time. **DO NOT ARRIVE EARLY OR LATE AS THIS WILL CAUSE CONGESTION AROUND THE GROUNDS.**
- **Where possible children in years 5 and 6 should enter and exit school grounds independently. Adults to drop off and pick up from the entry and exit gates.** This is to reduce site traffic and support social distancing.
- Remain at least 2 metres away from others at all times - markings will be provided to support this, staff will challenge anyone flouting this measure
- School is operating **a ONE WAY** system, this must be followed, arrival is by the main entrance to school on Haigh Croft, Exit is via the Cedar close gate.
- Please keep all children with you at all times
- Once children are dropped off, please leave the surrounding school premises immediately, continuing to abide by social distancing guidelines
- Any significant messages must be left at office via telephone (there will be no access to the school office unless prior appointment is made - there will be a



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capacity set up for telephone meetings with class teachers and parents if this is necessary.

- Late arrivals must buzz at the main entrance following the social distancing guidance and wait for instruction. Please make every effort to be at school for your allotted time, this is to limit the number of people we have going through our site and maintain safety measures.
- If a child is displaying symptoms such as a high temperature or dry, persistent cough, you will be phoned and will have to collect them immediately. The child will be kept isolated, under supervision, until they are collected.
- Any parents will be contacted if; a child is struggling to adhere to the social distancing rules or amendments to behaviour policy, to discuss the next steps in order to maintain pupil and staff safety.

Pick up

- Ensure whoever is picking your child up is on time and collects your child from their allocated collection point. They should try to arrive as close to the pick-up time as possible to minimise the numbers of people waiting around (allocated adult primarily should be a member of household)
- Remain at least 1+ metres away from others at all times - markings will be provided to support this
- There will be an opportunity for a quick message, but anything needing longer conversation must be passed via Dojo
- Depart the immediate grounds surrounding the school promptly and adhere to social distancing rules

Before the next day

- Where possible children's clothes go straight to washing baskets/machines when they enter the household. Please be mindful that viruses may carry on fabrics.
- It may become good practice for children to have showers/baths earlier than they normally would, decreasing the risk of transmission from school to the household
- Talk to your child(ren) about anything that may be causing them to be stressed or anxious about school
- Remind children about safe practice likes coughing into elbows, 'catch it, bin it, kill it', not touching face etc
- Ensure a clean set of washed clothes is ready to wear



What we'll be doing

- School lunches will operate as normal a menu has been sent on Dojo and is available on the school website. Please could we ask that KS2 families ensure accounts are up to date.
- Children will be kept within their class/pod all day with the same teacher(s)
- The timetable will be slightly rewritten: staggered breaks, lunches, outdoor learning etc, ensuring pods do not mix at any time
- All groups will use the same classroom or area of a setting throughout the day
- Each pod will have their own associated toilet block where possible. Where this may not be possible an adult will accompany individual pupils to the toilet area to ensure distancing.
- We'll ensure that toilets work on a 1 in 1 out system and protocols are in place for this. Children will be shown what to do.
- Children will eat in the dining hall or classroom; we will adhere to safe practices during lunchtimes, following school, trust and government guidance.
- In classrooms, desks will be set out to be forward facing where possible, where this is not possible we will ensure safety measures are in place.
- Play equipment will be appropriately and regularly cleaned between groups of children using it, and multiple groups will not use it simultaneously
- Soft furnishings will be cleaned regularly.
- Surfaces that the children will be touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters, will be cleaned more regularly than normal
- There will be fewer shared resources taken home and will in some cases be stopped altogether.
- The sharing of stationery and other equipment will be prevented where possible and each child will have their own stationary pack in school
- Children will be cleaning their hands more often than usual; on arrival at the setting, before and after each break, before and after eating, after sneezing or coughing etc
- School will promote the 'catch it, bin it, kill it' approach
- School will encourage children not to touch their mouth, eyes, ears and nose
- Where possible, all spaces will be well ventilated using natural ventilation (opening windows) and propping doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation
- Staff will help in cleaning frequently touched surfaces, and school will be cleaned by our cleaning team daily, as usual, including a regular 'deep clean' and daily disinfectant fogging.



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- We will be following the government 'Track and Trace' plan. As a school we will inform you of any changes to your child's school week.
- Should we need to close any areas of school or PODs we will provide a Home Education Learning Pack, and where possible online learning and also regular updates on the class dojo pages.
- All of the above will be reviewed weekly and amended as appropriate.

Other information

- **If you have been loaned a device from school please return no later than Tuesday 9th March.**
- Families of children in Primary schools are eligible to take part in the government lateral flow testing scheme. If you as a family decide to take part, you can attend the Metrodome twice weekly for a test. Alternatively, you can collect a home testing kit from Courthouse car park Barnsley, Summer Lane Wombwell or Dorothy Hyman Cudworth. Further information can be found on Gov.uk website.
- As ever all communication can be done via class dojo email to the school office or phone call. We continue to support families through this transition.
- We will be reviewing the need for breakfast club after the Governments 5 week review point and will have more details after the Easter break.

We look forward to welcoming you back and working together for the safety and wellbeing of our whole school community. Thank you again for your continued support.

Lisa Tabbner

Headteacher