

# Haytor View Community Primary School & Nursery

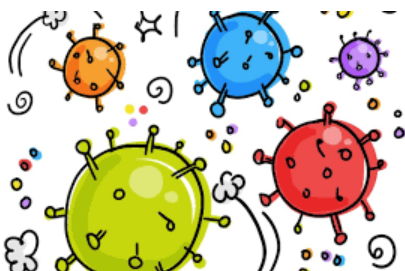
Learning together - enjoying success - aiming high - celebrating difference –  
enriching community



## Information for Parents Autumn Half Term: Years 4 and 5 – Mr Whitty and Mrs Russell

Welcome back to Haytor View, we hope that you all had a restful and safe summer holiday and were able to spend time enjoying the weather. We are refreshed, revitalized and ready to give your child an enthusiastic 'welcome back'. As promised, this is our summary of information on the revised school processes to support your child's safety as well as your own as you look to return to school. Check out the information below which we hope will answer many of your important questions.

As you are aware the children are returning to the classroom and teacher they had last year – don't forget though they are still moving up a year – they are just staying with the same teacher and classroom until half term. **Your child's class will be named according to the year they are now in**, so Year 1 are with Miss Butler and Mrs Penn, Year 2 with Miss Hall and so on. You get the idea! At half term children will move to their new teacher and classroom – a change that we will plan carefully and involve you with.



We are following all Government guidance as well as that of the Local Authority as we seek to ensure we are COVID secure, additional to this we have looked at all of the activities and arrangements which take place in school, in order to ensure that we have thoroughly assessed risk and put in modifications where required. As we have over 220 children, more than 30

staff as well as all of the children's parents/carers and siblings, this will see some changes to how Haytor View operates. Whilst this is regrettable we are keen to ensure that your child experiences familiarity as much as possible in a safe manner. We are committed to keep the school feeling as it always has. Whilst making compromises to how we operate is difficult we have sought to stay true to the Haytor View 'feel' in all the arrangements that we are putting in place.

Hundreds of people access the school site each day - we can see close to 400 people just at the start and end of the day! You will understand that we need your support in order for us to retain the safety of our site and our provision. As we all get used to the new 'way of being' we will seek to support each other by reminding each other of things that have changed.

We hope that the questions below help everyone – if you have more, get in touch with us in the usual ways. Thank you in anticipation of your support.

K Galling and the Haytor View Team

### **How will my child be grouped to keep them safe?**

Each child will be a member of a 'bubble' of 2 classes. This will see each pair of classes being grouped by location: Years 1 and Reception; Years 2 and 3; Years 4 and 5; Year 6. Each bubble will not mix and will have separate break time and lunch time arrangements, they will also have separate toilets to use



### **How will my child be supported in socially distancing?**

It is recognised in the Government guidance that children cannot be expected to socially distance and the transmission rate between children is low, and presents a low risk. We aim to keep the number of children's contacts as small as possible. Older children will be supported in being reminded of considering their social distancing, as an additional protective measure.



### What gate will I use to access the school site?

In order to support Government requirements on social distancing and gathering of people, **the site will only be able to be accessed by the Queensway Gate - the Sandringham gate will be locked.** For parents dropping off or collecting children from the Foundation Stage midway through the day, access will be via the Sandringham gate and the details for this will have been included in the information provided by Miss Butler.



### How will gatherings of people be avoided in the Courtyard?

We are lengthening our start to the school day, this means that you can bring your child to school any time between **8.35am and 9.00am**. They will be registered as soon as they arrive in class, in order that we know they are with us. The classroom door will remain shut where possible and always supervised, in order to ensure that children do not leave the classroom. **We would ask families to come into school throughout this period to help our efforts to support distancing at this time. You will be as welcome at 8.59am as you will be at 8.35am!**

We are asking all parents to keep to social distancing guidance wherever practical and not gather around the doors. The extended start to the school day should support a steady flow of people arriving on site. Once you have dropped your child off to their classroom, you are asked to leave the site swiftly and not engaged in social dialogue with other parents. **We are keen that parents and children keep moving during drop-off and pick up** to support each other.



### What will happen at the START of the school day?

You will take your child to your child's allocated entrance door, where they will be greeted by their teacher. They will be registered on arrival. New arrangements mean that your child's teacher will be unable to engage in discussion with you during this part of the day. We look forward to this changing as we value this time to talk – be assured that as soon as guidance allows we will make changes to enable this.



If you'd like to pass a message to your child's teacher please give us a call or drop us a message via School Gateway – we will make sure that this is passed on.

Once you have safely delivered your child to their entrance door, you are asked to **keep moving and leave the site** as this will help those around you who will also be arriving and leaving.

### Years 4 and 5 – Two Class Bubble based in the Year 3/4 classrooms

- Mr Whitty's class will use the REAR door to his classroom accessed via the field side of the building;
- Mrs Russell/Mrs Cousins's class will also use the REAR door to their classroom accessed via the field side of the building;

On arrival please use the side entrance to the school field and playground (as if you were attending the school disco). Please wait on the **PLAYGROUND** at a social distance and keep your child close to you, please do not allow them to freely move around the space. **Please do not arrive before 8.35am**. Between 8.35am and 9am the classroom door will be staffed by your child's class teacher, in order to support safe social distancing please **keep moving**, the class teacher will manage the safe entry of your child.

### What will happen at Time to Think?

Sadly Time to Think will not be able to take place in the way we have all become familiar with. This will mean that you will take your child to their allocated entrance door, where they will be met by their class teacher. Should you need to give your child's teacher a message they will be unable to talk with you during handover time, **If you'd like to pass a message to your child's teacher please give us a call or drop us a message via School Gateway – we will make sure that this is passed on.**



### How will I order my child's school lunch?

Due to the arrangements in place for the start of the day, we will be unable to offer you the opportunity to order your child's lunch directly with school staff. Your child's teacher will be supporting your child in ordering their lunch by going through the menu options, it would be really helpful if you can talk with your child about their lunch choice before they come to school. If you wish to order your child's lunch for them, you will need to



call the school on 01626 203040 before 9.30am. You can email the school each weekly basis to place your menu orders for the whole week - [admin@haytorview.devon.sch.uk](mailto:admin@haytorview.devon.sch.uk).

### **What will happen if my child is late for school?**

If your child is late for school they will need to go to the HUB doors and ring the bell – a member of the office team will let them in. If you need to enter the building, we will ask you to wait within markings on the floor and a member of the office team will assist you when they are free, please can you ensure you keep at a safe social distance. Parents cannot access the wider building, unless they are accompanied by a member of school staff.



### **What will happen at the END of the school day?**

We are sticking to the usual school collection time of 3.15pm – with your help we think we can make this work for everyone.

Just wait at your child's allocated waiting area, at a safe distance – please do not gather close the door. Your child's class teacher will release children to their waiting adult one at a time, ensuring their safe collection. Due to our need to ensure the children are secure and safe at this time your child's teacher will be unable to engage in discussion with you – be assured that we will contact you by telephone if there is the need to pass information on. Of course contact us in the usual way, by telephone or School Gateway should you wish to have a chat with us.

### **Years 4 and 5 – Two Class Bubble based in the Year 3/4 classrooms**

Collection arrangements:-

- Mr Whitty's Years 4 & 5 class will use the REAR door to his classroom accessed via the field side of the building;
- Mrs Russell/Mrs Cousins's Years 4 & 5 class will use the REAR door to their classroom accessed via the field side of the building;



On arrival please wait in the **PLAYGROUND** at a social distance. **Please do not arrive after 3.15pm.** At 3.15pm the allocated exit door will be staffed by your child's class teacher, in order to support us safely handing the children over. Please do not gather close to the door.

Once you have safely collected your child from their exit door, **please keep moving as you leave the site.** Please keep your child close to you, please do not allow them to freely move around the space.

### **How will parents socially distance?**

- Parents are to **keep social distance guidelines** as they enter the school site;
- We are only allowed to permit **one adult** to accompany a child/family onto the school site, we are asking adults to not gather at the gates whilst children are dropped off;
- Parents are to **keep children close** to them;
- Parents are asked to **keep moving** in order to maintain flow of people & support social distancing;



### **Can my child ride a bike or scooter to school?**

No. In order to support safe social distancing as children and parents access the school site, bikes and scooters are not allowed to enter the gates.



### **What can my child bring in from home?**

Children will be able to bring a bag in from home, which can include a water bottle, a snack, their lunch, a pencil case and their PE kit. We are asking that all bags and items are taken home at the end of each day and that PE kits are taken home each week to be washed. Children cannot bring toys into the setting as they won't be able to use these during the day.



### **Will Mr Blurton still be doing his peripatetic lessons?**

Mr Blurton will be commencing his peripatetic lessons in the Autumn term, he will be sending out a letter to individual parents which will detail arrangements including safety measures.



### **How will break and snack times be organised?**

Playtime will be arranged within 2 class Bubbles in different locations throughout the school. We will be using the Foundation Stage garden, courtyard, playground and field as play spaces.



Children will use equipment which is assigned to their 2 Class Bubble. We have purchased additional play equipment so this can be kept distinct to Bubbles.

Children will have their snacks in the classroom. When children in Key Stage 2 purchase snacks they will eat them in the Dining Hall. **To support our efforts to ensure distancing we are encouraging parents to provide children with a healthy fruit-based snack from home wherever possible.**

### **How will lunch times be organised?**

Children will have their lunch times arranged in sittings, this will see them taken to the hall at different times where they will have lunch in their 2 Class Bubble. There is time in between sittings, in order for tables and benches to be cleaned. Each Bubble will have their own colour coordinated trays, drinking cups and water jugs, to ensure that dining equipment is kept separate to each Bubble.



Seating arrangements have been changed, to provide children with more space between them and others.

Children will have their lunch play in the same way as they are having their morning play time, which will see them spending time in their Bubble.

### **How will I pay for lunch and other items such as school uniform?**

In line with infection control guidance, from September we will be operating a cashless payment system for all payments, this means that **we will not be taking cash**. You can pay for children's lunches as well as other items such as school uniform, via the GATEWAY App, by clicking on the 'Payments' tab.



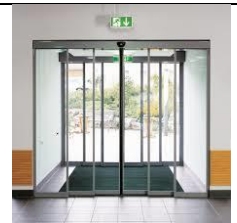
### **What will happen with school assemblies?**

There will continue to be assemblies however these will be organised in individual classes or 2 class bubbles. Sadly parents won't be able to attend assemblies, however we will ensure that there continues to be a 'Celebration' section on the newsletter, so you will know if your child has been nominated.



### **What do I do if I need to provide the office with important information which can't be shared over the phone or via email?**

Wherever possible we are asking parents to avoid accessing the school building without an appointment. If you do need to enter the building, you will need to buzz to be let in and will then be required to follow floor markings showing where to wait. A member of the office team will then assist you. Parents are not to leave the waiting area in order to access the wider building, unless they are accompanied by a member of school staff.



### **How will classrooms be arranged?**

Classrooms won't be dissimilar to how they are usually arranged as it's important that children experience as much familiarity as possible. However, where it has been considered necessary we have made some changes:

- Any frequently used resources (pencils, rubbers etc) are to be individually allocated to children by named tool kits being provided;
- Any equipment used is to remain in the 2 Class Bubble - this has seen some additional resources purchased;
- Where more expensive equipment needs to be shared between bubbles e.g. ipads, these will be cleaned prior to being returned to their storage location;
- There will be no soft equipment in classrooms. Where this is used in the Foundation Stage it will be washed at the end of the day;





### **How will cleaning be organised?**

We have undertaken a thorough audit of cleaning requirements for the school site, there will be a midday clean of 'high traffic areas & high use items & spaces'. There will be a thorough end of day clean of all spaces and key equipment, there will also be a deep clean of all spaces each week. Before school opens there will be a site inspection, in order to ensure the school is ready to receive children, taking any action where needed prior to children's arrival.



### **How do I keep in touch with school and how will I be updated about my child?**

It is important to us that we hear your views in order to support them and shape our provision and that we provide you with any support you require or give clarification if required. Sadly we are unable to provide parents access to the school at this stage, however we will keep this under review in line with guidance.



- We are happy for parents to communicate to us in the following ways:
  1. School Gateway;
  2. School email address;
  3. Speaking with school staff via telephone;

### **How will my child be supported in regular handwashing?**

We will continue to ensure that children are supported in cleaning their hands more often than usual.

Where children need individual support we will provide this.



### **What will be the toilet arrangements for my child?**

Children will only use the toilets which are allocated in their 2 Class Bubble, in order to minimise the risk of infection. We will ensure that toilets do not become crowded by limiting the number of children who use the toilet facilities at one time.



### **What happens if my child becomes unwell at school?**

We will follow guidance regarding any child who becomes ill at school:

- We will isolate them away from the main Bubble;
- We will contact their parent for the child to be collected;
- Guidance will be given to the parent regarding self-isolation; seeking medical advice or accessing a COVID test as appropriate;



### **What do I do if my child is ill or a member of my family is unwell?**

- If your child is unwell they need to stay at home from school;
- Contact the school office by telephone who will be able to advise you of how long your child may need to be absent from school;
- If a member of your family is unwell, your child should stay away from school;
- If you or a family member are unwell please stay away from school;
- If your child is unwell please *do not* 'take them out and about';
- **If you are in any doubt, please do not send your child to school.**



### **Can my child bring hand sanitiser to school?**

- In line with guidance, children will not be permitted to bring hand sanitiser to school .
- If children do need hand sanitiser they will be given it by an adult, who will observe them applying it safely.



### **Can my child wear a face mask to school?**

No, Public Health England does not recommend the use of face coverings in schools;

- Face masks are not required in schools as pupils and staff are mixing in consistent groups, and because misuse may inadvertently increase the risk of transmission;



### **What if my child wears a face mask on the way to school?**

- Children must dispose of any face coverings they may have been wearing in a plastic bag they can take home with them and then wash their hands again **before entering their classroom.**

**We are asking parents to manage any wearing of face masks prior to entering the building.**