

Bryn Deva parental advice booklet-

Reopening of schools June 29th

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Parent Information

Guidance and Expectations on re-opening

Dear Parents/Guardians,

As you are aware, schools in Wales re-open to all pupils on June 29th 2020, at up to a third of their usual capacity. In Bryn Deva we have carefully calculated how many pupils can return from each class and have divided those who are returning into groups. The children will remain within those groups throughout the duration of the day. Pupils will return to their usual class teacher and teaching assistant. Pupils currently attending as Key worker children will continue to attend in the Bryn Deva hub. They will not return full time as, logistically, this is not possible. We fully understand that they will not see all of their classmates but we are mindful that this approach is best for all. The purpose of school has also changed as it will now focus on giving the children the opportunity to “Check in, Catch up and Prepare” for summer and September as we all try and establish what the new normal may look like. We shall endeavour to ensure that our staff, pupils and parents are prepared – mentally, emotionally and practically for what lies ahead. We have created this booklet for yourselves to help eliminate any worries and questions you may have and to assist, as much as possible, in your decision. It is not statutory for your child to return therefore we respect any decision you make regarding what is best for your children at this time.

Please read it and use as a guide as to what to expect on return. We are also mindful that the children and yourselves would like some clarity as to what the new normal may look like, with this in mind, we will give you as much information as we can and keep you up to date with all information as we receive it.

I cannot thank you enough for your patience and understanding at this time and would like to make you aware that the content of this booklet may be subject to change depending on a number of factors but with the common goal of keeping everyone safe.

Should you have any further queries or concerns then please do get in contact with the school.

Kind regards,

Mrs Helen Evans
(Acting Head teacher)

Access to School and Site:

- Learners and parents / carers should attend the school on foot or by using personal mode of transport in preference to public transport.
- Learners and parents / carers should not car share with other families.
- Physical distancing must be observed in the car park / drop off points with adequate space between other people / vehicles.
- Learners travelling by private taxi will be subject to social distancing rules.
- Gates for entry will be clearly identified with class teacher names secured to them
- Class teachers will be visible on the gates to guide parents and pupils.
- Signage is in place to help remind parents and pupils of school expectations. Markers will be placed on floor to denote 2m distance.
- Staggered drop off and pick up times will be introduced – see timetable
- One parent only to attend with their child/ren. Parents will not need to enter through the gates and will be able to handover to the teacher present.
- There will be a designated route for all pupils to follow – once pupils on site, they are to go straight to their classes, where doors remain open until all group members have arrived. No lining up is required.
- They will use the hand sanitiser provided at the stations place by all school entry points.

Display of Symptoms in School

- Any employees, learners or parents / carers who are feeling unwell / displaying Covid-19 symptoms must not attend / visit school under any circumstances.
- If anyone becomes unwell when in school, they must leave school as soon as practical and follow self-isolation guidelines.
- School report any suspected incidence of Covid-19 symptoms to LA.
- Those showing symptoms will be kept separate until they can be collected and taken home. This will be in a separate room, supervised at a distance of two metres.. All windows within the room shall be open to aid with ventilation and the child shall stay in that room until the parent can collect. Exit through the closest doors – Main reception doors.
- Anyone displaying symptoms should stay at home for seven days.
- Anyone who lives with someone displaying symptoms but remains well should stay at home for 14 days from the day the first person became ill.
- No learner with symptoms should be sent to school at all and it is vital that parents / carers are encouraged to act accordingly.
- For the vast majority of learners, Covid-19 is a mild illness. Learners who have been classed as shielding due to pre-existing medical conditions have been advised to undertake specific 'shielding' measures. These learners have serious underlying health conditions which put them at very high risk of severe illness from Covid-19 and are advised to rigorously follow shielding measures in order to keep themselves safe. We

do not expect these learners to attend school at this time, and they should continue to be supported at home as much as possible.

- Once someone suspected, confirmed or with symptoms has been identified, all areas where this person has been must be identified and kept clear. A deep clean of the area will be arranged.

Outbreak in School

- If there are multiple cases of COVID-19 in Bryn Deva then experts from across the NHS and local government will work together to prevent ongoing transmission within the school. This will involve identifying those exposed , any child or staff member who is at increased risk and provide tailored infection control advice. The school will not disclose any names should an outbreak occur. Advice based on the assessment of each individual situation will be provided to support the school in preventing further spread.

First Aid

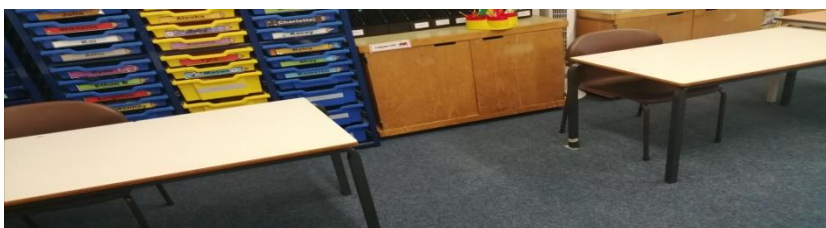
- If attending to any wounds, etc school staff will use Personal Protective Equipment (PPE) each class will have its own supply
- Parent / carer need to give permission for learner to attend doctors surgery or hospital during pandemic.
- If in any doubt (or if not able to contact parent / carer) contact NHS Direct / Emergency Services for advice.
- Usual procedure, in line with school policy and risk assessment, will be followed if a learner was seriously injured or someone with a medical condition needed to be admitted to hospital.
- SLT are willing to go to hospital if parent / carer could not collect the learner and have given consent.
- Any children that have had a toileting accident are dealt with as per school policy with increased PPE and greater independence encouraged.



Children Arriving For School

- Social distancing rules to be followed once on school premises - from the gates onwards.
- Children will follow designated route and will be dropped off, at staggered times, at designated entry points
- Children will proceed straight to their classrooms whereby a member of staff will be supervising along the route.
- All learners to wash their hands thoroughly prior to / or on entering the class.
- All doors (apart from fire, toilet and security doors) to be kept open to minimise contamination.

- One parent only, to escort children to their entry gate where a member of staff will be visible for handover
- It is preferred that children are escorted to school by an adult, where this is not the case, a letter explaining that the child has permission to come to school by themselves is required.
- No face masks to be permitted on entry into school. Parents to take children's face masks home.
- If parents wish to speak to staff member they can do so via telephone, email or through digital learning platform. Should parents wish to meet with the class teacher then an agreed time and date will be organised within a room which adheres to the social distancing guidance.



Whole School Collective Worship

- No whole school / key stage collective worship or assemblies.
- Collective worship to held in individual classes as appropriate

Travel Around The School

- We have a maximum of 30 % of school population admitted at one time.
- Groups of children shall remain in their classes with the same staff. Calculations have been made to ensure correct capacity for each class. No child will access anywhere within the building but their classes, their designated toilet and designated outside play area.
- Social distancing mapped and marked across school using cones/tape.
- Posters reminding of social distancing clear for all.
- Sanitising stations are clearly marked by every entry point
- Toilet breaks: 1 pupil admitted at any one time. An allocated cubicle and sink will be available to each class/group. A designated staff member from each group will be responsible for disinfecting door handles, taps and flusher once used. Children can access the toilets throughout the day with the cleaning routine to follow.
- All doors apart from fire, toilet and security doors to be kept open.
- If weather is bad, classroom based activities only, unless toilet breaks needed.
- All doors / surfaces to be wiped regularly: between circulating activities, before and after snack and lunch.
- Each child has a learning pack which includes work and any equipment they require. This minimises sharing and cross contamination.



Foundation Phase

- Carpet/sitting time to be kept to a minimum.
- Learners will sit on a designated child-friendly mark on floor – or on their own solid surface chair
- One member of staff within the group available to deal with toileting, disinfecting of equipment and to remind pupils of good personal hygiene throughout the school day
- Large equipment e.g. bikes, scooters, cars, to be sanitised after use.
- Learners to come to school in clothing suitable for outdoor learning i.e. relaxation of school uniform, clean clothes should be worn daily.
- Outdoor learning is highly encouraged although distancing from other groups is a must. Each class has its own designated play area.
- Where Classroom activities are on a rotation basis equipment will be cleaned in between rotations.
- There will be a minimum of 2 adults available for every group.

Play Times

- Staggered break times for all classes
- Appropriate level of staff supervision during break times.
- Common snack areas to remain closed , snack will be provided, no food from outside to be introduced into school
- All learners to wash hands on return from break.
- Ensure that learners who understand social distancing but choose not to follow are reminded of what is required in a friendly manner.
- Wet play times: children to remain in class and maintain social distancing as usual. Table top games for individuals can be provided.

Lunch Times

- Staggered lunchtimes have been introduced to ensure social distancing when accessing toilet and handwashing facilities
- Learners will be provided with a packed lunch and eat in classroom. If a parent does not want the packed lunch they may pick up their child at a pre arranged time and take them home for lunch. They may not return in the afternoon.
- Staggered play time following eating to ensure social distancing where possible.
- Children will eat their lunches at their designated desks within their classroom.
- Desks will be cleaned before and after lunchtime
- Pupils will wash their hands before and after eating and dispose of rubbish within the bins provided.
- Staff to supervise their group outside at all times.
- No sharing of food is permitted.

- Pupils to bring in their own water bottle, if they wish, for use throughout the day.
- Food is to be served in the rooms where learners are undertaking activity. This minimises the risk of transmission of infection.
- Staff should ensure that social distancing is maintained at mealtimes and learners should be sat two metres from each other.
- In this case, tables will be removed of clutter, disinfected, and visually clean before providing the meal / snack.
- Learners and staff will wash their hands before and after eating.

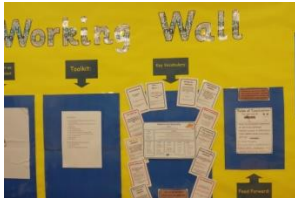
Cleaning Routines

- A deep clean of the whole school is underway
- Cleaning staff have been reinstated with their normal working hours in preparation for opening.
- Cleaning staff to ensure that all surfaces are deep cleaned at the end of the day/shift.
- School planned for closure on Fridays for deep cleaning between groups attending.
- Allocated staff to clean surfaces, door handles and equipment throughout the day
- Contracted cleaners will resume their normal hours on return to school and complete a deep clean every Friday.
- Handwashing is prioritised over use of hand sanitisers.
- Hand dryers will not be used, paper towels will be placed all bathroom areas

Distance and Continued Learning

- As learner numbers increase over time - models will be revised to reflect various options.
- School will be a 3 week rota.
- All resources will be provided , children are not to bring items from home, including no bags or pencil cases.
- Classes will be divided into 3 groups, where possible, friendship groups have been prioritised as have arrangements for siblings.
- Children, where possible, will return to their usual class teacher and remain with them for the duration of the day. The usual classroom assistant will be within the group too.
- No staff will go between groups.
- 3 TA's and 1 teacher will be responsible for vulnerable and key worker children and will be based in the school hall.
- Teachers have every Friday for PPA which includes: planning for the next week (both remotely and class based) and time for engaging with learners
- Teachers are not expected to plan differently for distance and class learning. Both groups will be set the same tasks.
- Teachers will remain in contact with distance learners at a time convenient to themselves: Before, after, during school hours.
- Staff will assist the children with their learning as well as provide activities that promote their well being, physical and creative development.
- A 'Catch Up' constitutes how the children are getting on, what they may need at home to help them (resources etc) and for them to get the opportunity to see their friends and teachers again.

- 'Check Ins' are required whereby staff give children the chance to discuss, share their thoughts and feelings and reflect on how best to deal with them.
- 'Prepare' is a chance to prepare the children for the new normal. Teaching strategies on solving problems, persevering and how to access help are needed for when they are distance learning and rules and guidelines need to be shared regularly, whilst in school, around how to stay safe and what is expected. These rules are likely to be in force for a long time therefore the children need to be aware of what they are and why they are!

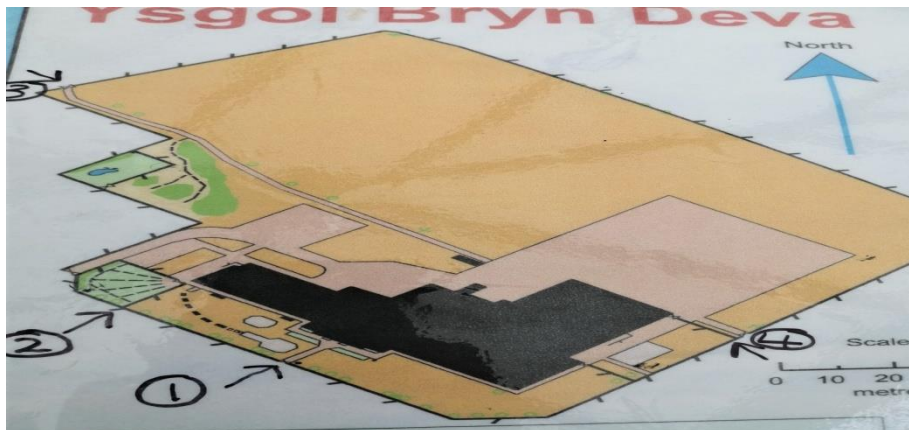


School Uniform

- No child is required to wear school uniform on return to school on June 29th
- Clothes should not be re-worn the following day.
- Clothing suitable for outdoor use is encouraged.
- Warm clothing is encouraged as doors and windows will be left open as much as possible to aid with ventilation. The children will also be outdoors for as much as the weather allows.

Staggered entry and pick up times to limit opportunities for cross contamination and transference –information to follow

Entrance and drop off and pick up



Entrance 1

Linden Avenue, via main Reception entrance. Pupils in Mr Thomas, Mrs Smith and Miss Matthias classes

Entrance 2

Linden Avenue, via pedestrian gate to Jig Saw entrance. Pupils in Mrs Henney, Mrs Graham and Mrs Mcquilliam classes.

Entrance 3

Nant road, via long path through school field to the 'Goldfish bowl' entrance. Pupils currently in Bryn Deva's hub .

Entrance 4

St David's Drive pedestrian entrance where you will be met by Mrs Diamond, Miss Hughes, Mr Hall and Mrs Foley

