



Collingwood Primary School

Friday 20th May 2020

Dear Collingwood Family member,

Well, this has been one of the strangest week and probably the longest time I have sat at a desk filling out risk assessments of my 29 year career in teaching...it took 3 days! Here is newsletter number two for this week!

Next week Collingwood staff, who have worked solidly since February half term, will have a well earned break as it is actually May half term. There will not be a timetable posted on Sunday but children can work on their Collingwood 100 Challenge and any previous work set if they choose. A break from home learning is important for you too as parents.

Collingwood continues to be open for Key Worker children. The guidance on Key worker eligibility has not changed but as food suppliers return to work, numbers have increased slightly. The Woodham schools have organised joint provision for registered Key worker pupils at Elmwood during half term so that not all staff from all schools have to work. Thank you yet again for your support and all the messages and funnies from adults and messages from children. We may not have been able to respond to all of them but we do appreciate that you are thinking about us.

What you need to know about re-opening: *(please refer to my previous 2 newsletters as I have not repeated everything.)* I am sending this to **all** parents so that you are all aware how school will look in future.

Who should not attend school:

- Pupils not in EYFS, Yr1 and Year 6.
- Any child or adult who is "**clinically extremely vulnerable**", even to drop off or collect. For any child or adult who is at higher risk and is vulnerable, parents should seek and follow medical advice.
- If someone in your household is 'extremely clinically vulnerable' (shielded). The DfE guidance states that pupils should only attend school if stringent social distancing can be adhered to. This means that the child is able to understand and follow those instructions. It may be possible for a Year 6 child to attend in these circumstances but not this would be highly unlikely for a Year 1 or Reception child.
- **Any child, parent or member of staff displaying symptoms, which now include loss of smell or taste, should not come to school. This includes anyone living with another person showing symptoms. Anyone can now be tested.**
<https://www.nhs.uk/conditions/coronavirus-covid-19/> Any child or adult displaying symptoms, will be isolated in a separate office and the adult treating them will put on a face mask and disposable gloves. Parents will be called to collect them immediately. We will inform parents individually of all pupils who we think may have had contact with a diagnosed person and then inform parents generally.

Social Distancing:

- The government guidance acknowledges it might not be possible to keep younger children two metres apart, but says schools can mitigate the risk with "frequent hand cleaning", "regular cleaning" of classes and "minimising contact and mixing".

- Staff will try to maintain safe distancing in school but note that, a member of staff may choose to get closer to comfort your child if they become distressed and that, although it will be discouraged, pupils may automatically touch someone to try to get their attention.
- In Yr 1 and Yr 6 each child will be sat at their own desk with their own set of school equipment/pencils etc Desks will be spaced 2m apart, or as far as we can in our cramped classrooms, with up to 9 pupils in each room (15 in the EYFS and Yr 6 double classrooms)
- There are floor tapes everywhere but children will be discouraged from leaving their classroom other than to go for their adult led sessions outside.

We are fully aware that most children are likely to forget to socially distance at some point. If children INTENTIONALLY do not adhere to social distancing, we will continue to use our yellow, orange card system as children already understand this. We will follow this procedure:

1. remind your child this is a rule to keep everyone safe.
2. speak to you in front of your child
3. issue a yellow card (Your child will lose 2 privileges at school - please show your disappointment)
4. issue an orange card (Your child will lose 4 privileges at school - please show your disappointment)
5. Your offer of on site schooling will be withdrawn due to unsafe behaviour towards others.

PPE:

- There is no expectation that staff will routinely wear face coverings. However, staff may wear PPE in very specific circumstances eg if someone displays symptoms.
- Regular hand washing will be encouraged for children and adults throughout the day. There are reminders displayed around the building.
- Children will be reminded to "catch it, bin it, kill it," in our new lidded bins. There are reminders displayed around the building.
- Children will be encouraged to share their fears about the virus and experiences during lockdown.

Cleaning:

- On Wednesday, school will be shut to all but Key worker children as the rest of the building will be thoroughly cleaned for the two new "bubbles" in each year group, to come in on Thursday. We will do the same on Friday/Saturday for the change of "bubbles" in each year group, to come in on Monday.
- Collingwood will be closed at half term allowing for the building to be thoroughly cleaned.
- From 1st June, staff will wipe surfaces, handles, light switches etc regularly and each night cleaners will clean each room ready for the next day.
- All soft furnishings and cushions have been removed from the classrooms and drawers and cupboards have been turned around to limit access where possible.

Your Next Steps

- We appreciate that making a decision about your child returning to school must be difficult, staff feel exactly the same. If you decide not to send your child to school, please let us know using the normal absence procedures as we will contact you if we have not heard from you.
- If you decide at a later date, that you would like them to return please let us know by ringing 01245 322258 or via admin@collingwood.essesx.sch.uk Allocating groups for new returners will take very careful consideration and therefore **we will only be accepting new returners on the Monday of each week**, so if you decide that you do not want them to return on 1st June, the earliest start date will be Monday 8th June. You will need to let us know by the Thursday

prior to the Monday you would like your child to return. The same will apply to following weeks and is only applicable to the children in the year groups specified by Government.

- In Year 6 and EYFS larger classrooms, it is possible to accommodate up to 15 pupils, however, in Yr 1 a maximum of 8 pupils will fit in a room. With additional key worker groups, all of our classrooms are therefore being used which is why we cannot offer 5 days to all pupils.
- The hardest thing for us to manage has been the fact that adults and children cannot mix with other "bubbles." Put simply, I will not even be able to walk around the building to say hello to all of the children. Adults cannot be with different "bubbles" so the adults onsite on Monday and Tuesday will be different to those here on Thursday and Friday other than the Year 6 and EYFS teachers, sports coaches, office staff and myself. There is no other way we can staff this number of children. For this reason, children will not be able to swap groups or days. Key worker children who have been kept as a "bubble" throughout lockdown, will remain together in their own "bubble". With any increase in Key worker children, we will create new "bubbles" and not merge these children in their peer groups as they are likely to attend on different days.
- Adults are deemed to be more at risk than children. Please do not arrive early as the gate will be locked. Whilst waiting, please ensure that you socially distance. Children in the same "bubble" have been asked to arrive and leave at the same time. Year 6 enter and leave via the car park gate, Year 1 enter and leave via the Collingwood Road gate, (not the main gate). E.Y.F.S. enter and leave via the main entrance gate, turn left and enter via the EYFS classroom door. You will have been texted your times individually. Preschool plan to use the side gate, on the playground, at the top of Benbow Drive.
- Children should bring as little into school as possible, a full, named water bottle which will stay on their own desk and be taken home for cleaning and a packed lunch in disposable bags is all they need. Trainers can be worn so that there is no need to bring PE bags into school. Uniform should be anything white and navy (no ties). Ideally we would like children to wear a clean set of clothes each day.
- Cover your child in "once a day" suncream, they will go outside every day for short periods and we cannot apply it for them.
- **Once the announcement has been made:talk to your child about coming back and how school will be different.**

We are fully aware that most children are likely to forget to socially distance at some point. If children INTENTIONALLY do not adhere to social distancing, we will continue to use our yellow, orange, red card system as children already understand this. We will follow this procedure:

6. remind your child this is a rule to keep everyone safe.
7. speak to you in front of your child.
8. issue a yellow card (Your child will lose 2 privileges at school - please show your disappointment).
9. issue an orange card (Your child will lose 4 privileges at school - please show your disappointment).
10. Your offer of on site schooling will be withdrawn due to unsafe behaviour towards others.

This is not what any of us consider to be good teaching! In fact it goes against everything we believe about making children independent, curious learners who enjoy school but it is the best we can offer in line with the guidance we must follow. The guidance makes it clear that it is not compulsory for parents to send their children to school at this time and there will be no penalties if you choose to keep your child(ren) at home.guidance for parents from the government can be found here:

<https://www.gov.uk/guidance/help-primary-school-children-continue-their-education-during-coronavirus-covid-19>

Curriculum provision and Activities for pupils who are still learning at home:

Teachers who are not on site, will continue to provide home learning activities for all pupils and will also keep in regular touch with families. **If your child has now returned to school, there is no need for you to submit work to teachers.**

Communication between home and school:

Contact us on admin@collingwood.essex.sch.uk or 01245 322258. There continues to be information and support on our website www.collingwoodschool.net Follow us on twitter @Collingwoodprim.

You are still welcome to contact class teachers by email but please be aware that we have increased our staffing onsite and therefore there may be a delay in responding to you or your query may be passed onto another member of staff to respond. It might now be quicker to phone us if you just need a question answered. In an emergency you should phone 999.

Support:

If you are struggling at home as a family, this resource hub for parents might help <https://essexfamilywellbeing.co.uk/covid-19-pandemic-resource-hub/>

If you are struggling with home learning, need help with a topic or subject, creating a routine, dealing with behaviour or managing the learning of several children this national parent helpline *is open six days a week and covers all areas of the curriculum across all phases of education. 0330 313 9162 (calls charged at local rate).*

Compass 24/7 Domestic Abuse helpline - 0330 333 7 444 providing information, advice and guidance to anyone who has concerns about family, friends or themselves who may be victims of Domestic Abuse

Educational Psychology Service Parent Helpline (Essex) 01245 433293 Mondays and Wednesday 1pm - 5pm (during term time)

All arrangements are subject to change at short notice if staffing becomes a challenge or if an adult or child is diagnosed with Covid 19. If advice from government changes we will review our risk assessment and let you know of any changes. Keep safe, keep smiling, watch the national briefing on May 28th, when we think the final decision will be announced and hopefully, we will see you soon.

Mrs Buckland-Garnett