



Before School

1. Please apply suntan lotion to your child. We cannot apply suntan lotion and socially distance. Apply the type of lotion that will last all day. This way you will not need to send the suntan lotion into school.

Arrival

1. Please send your child with 1 adult and arrive in your allotted time slot. If the time slot doesn't work for you, please let us know and we'll try to accommodate you.
2. **Some of you will have more than one child. Please bring both children in the earliest allocated class slot. There will be an extra adult to take one of your children to their room.**
3. The bus bay needs to be clear of cars because parents and children will line up there in order to enter school. We will put markers on the fence to support social distancing.
4. Please arrive on time (not too early or too late) for your time slot. If you are too early or late will probably be someone else's time slot.
5. Where possible, please walk to school.
6. We do not recommend using public transport at this time.
7. Parents cannot enter the grounds at drop off time, you will drop off your child at the gate and a known adult will organise their group into a line. (This is the government recommendation)
8. If children want to leave bikes/scooters in the rack, school staff will support this.
9. Please talk through this new routine with your children so that they know what to expect. If you think your child will be clingy, try to be at the back of the line so that you can talk through what other children are doing.
10. Staff will have washed their hands before coming to the gate. If a child needs it, the staff member might hold their hand and walk them down. Once in school, all hands will be washed again.
11. Please only send children with a coat, snack, lunch, water bottle and on the first day their reading books and diary. After the first day we will not require book bags – we cannot send any resources home. You can also send in your home schooling work if you wish, however, once in school it will stay in school. We are not allowed to send it home again. Please ensure that everything is labelled. Send nothing else please.
12. We do not want PE bags in school, please ensure footwear can be used for sport. Children should wear footwear that they can fasten themselves such as trainers with velcro
13. **Please be patient with us. This new routine will take getting used to and we don't really know how long it will take initially. If we need to change timings we will.**

Getting to class

1. The group line will be walked down to the classroom. This might not be their usual classroom.
2. Staff will support children to enter the room, put their belongings in the correct place and then thoroughly wash their hands.
3. Children will have an allocated table, chair and tray. Their belongings and resources will be stored in there to minimise movement around the room.

During the day

1. Your child will be with the same group of children at all times.
2. Your child's group will have playtime and lunchtime together. There will be no other groups in their area.
3. They will work in the same space inside.
4. The amount of staff working with that group will be limited. We cannot guarantee just one member of staff because we have job shares. Also teachers will still be entitled to PPA time. In addition, we also think that every child should be allowed to see their teacher at some point. If your child is not within their class teacher's group the teacher will pop in and say hello to them each day.
5. We will remind children to socially distance and teach them how to greet and play together without touching. While we will try our very best, we cannot guarantee that children will be 2m apart at all times or that they will never come in contact with each other.
6. Children will wash hands on entry into class, before leaving class, before food, after food, after coughing/sneezing/touching their face, after going to the toilet, before and after playtime. In addition, they will also wash their hands if an adult thinks that they need to.
7. Children will have designated toilets to use. Unless a child is in Oak class, children will go to toilet areas individually. They will access the toilets by going outside so as not to meet other children in a narrow corridor. On return from the toilet, children will be asked to wash their hands in the classroom where we can supervise.

The toilets will be checked during the day for cleanliness. Handles/taps/flushers/soap dispensers/light switches (anything that will be touched) will be disinfected regularly.

8. Oak class will use the toilets in their room only. Staff will monitor toilet cleanliness and disinfect as necessary.
9. Lunch will be brought to the children in their classrooms to limit travel around the building. This will also allow us to allocate the hall to groups of children should all classes eventually return.
10. Children will have their own allocated stationery.
11. If children use water trays they will wash their hands before and after use. Water trays will be emptied at lunchtime and at the end of the day. They will be disinfected. We will not use sand.
12. Tables/doors/taps/role-play areas will be wiped mid-morning, before and after food and mid-afternoon.
13. Staff will use their professional judgement on what needs cleaning.
14. At the end of each day, equipment will be disinfected. Any equipment that cannot be disinfected will not be used. Disinfecting means either washing in hot water with washing up liquid or spraying with disinfectant and leaving to dry naturally.

Leaving

1. Please arrive at the school gate in your allotted time slot. If the time slot doesn't work for you, please let us know and we'll try to accommodate you.
2. The bus bay needs to be clear of cars because parents will line up there in order to enter school. We will put markers on the fence to support social distancing.
3. Please only send 1 adult to collect your child.
4. Please do not arrive early. Where possible, please walk to school.
5. Parents cannot enter the grounds at collection time, you will collect your child at the gate, a known adult will organise this. (This is the government recommendation)
6. Parents need to line up along the fence, using the markers to help with social distancing. We will then send your child to you when you are at the front of the line.
7. If your child brought a bike/scooter school staff will collect this for you.
8. Please leave the line immediately.
9. **Some of you will have more than one child. We will organise for both children to come to you at the same time, in the earliest allocated class slot.**
10. **Please be patient with us. This new routine will take getting used to and we don't really know how long it will take initially. If we need to change timings we will.**