



Returning To School Parent Handbook 8th March 2021

We are really looking forward to welcoming everyone back to school next week on the 8th March 2021.

As always our overriding priority is the health and safety of the children, families and staff within the school community. Schools must continue to minimise the number of contacts that a pupil has during the school day and this means that children will still be managed in year group bubbles.

We are also pleased to report that staff have already been supplied with “rapid testing kits” and will continue to test and report these results to both the NHS and school until further notice.

We will continue to have a staggered start and end time to the school day, using our dedicated entrance/exits and one way system.

Below you will find a schedule of arrival and exit times for your children to come onto the school site. If your child's teacher had asked you to alter your start time before the National Lockdown then please keep to these arrangements.

Start and Exit Times from the 8th March 2021

House	Entry	Exit
Dover	8.30am	3.15pm (Friday 1.40pm)
Hever	8.35am	3.20pm (Friday 1.45pm)
Leeds	8.40am	3.25pm (Friday 1.50pm)
Rochester	8.45am	3.30pm (Friday 1.55pm)

Please note the early finish time on a Friday. We introduced this in September to allow the teachers to have Planning, Preparation and Assessment time (PPA) but to avoid other staff being needed to cover the teacher while they were away from the classroom. We also use this time on a Friday to ensure that shared resources are thoroughly cleaned.

Our Friday afternoon club will be running next week for working parents who cannot collect their child until 3.30. Please book a place for your child with the school office.

Is it optional to send my child to school?

From the 8th March 2021, it will be compulsory to send your child to school unless there is a specific reason for their absence. We understand some families may be anxious to return their children to school and we want to work and support any that are having difficulties.

If you would like to discuss any issues, please contact Mrs Vincent our Family Liaison Officer.

Breakfast / Twilight / After-School Clubs

These clubs will not be running in March but we are working towards them starting in term 5. We will confirm our arrangements with you as soon as possible.

Will my child have to wear school uniform?



Yes, all children returning on 8 March will be expected to wear their school uniform.

Be socially safe!

- All visitors to the school site are expected to adhere to social distancing and wear a **face covering** unless exempt.
- Please pay careful attention to the signs around the site and **maintain your distance from other parents and staff**. This is particularly important if waiting for the school gates to open. Most parents have not yet been vaccinated.
- No parents or carers will be allowed into the school building.
- Please remember that drop off and pick up needs to be prompt.
- There will not be time to stop and discuss anything with the teacher – all information / questions must be made via the office by phone or email. Staff will get back to you via telephone or email.

 **KEEP**  **A SAFE**  **DISTANCE** 

School Lunch - Nourish

Nourish will be providing hot meals and a new menu was sent to parents on Friday 26th February. All school meal payments will need to be made using the school's Parentmail account.

If you do not already have a Parentmail account please ask the school office to send you a registration message.

You do not need to pre-order your child's meal, they can still choose daily but your account does need to contain enough credit for the meal. The payment per meal is £2.25. No cash or cheque payments will be accepted by Nourish.

If you have any queries with regard to payment, dietary requirements or any other matters involving catering, then please contact the Operations Manager, Lili-Ann Woodgate using the contact details below:

Tel: 020 8778 1111

Email: liliann@nourishcontractcatering.co.uk

Children in years R, 1 and 2 are eligible for Universal infant free school meals (UIFSM). The government provided funding to schools to offer these meals free to children in reception, year 1 and year 2.



Children in KS2 who are eligible for Free School Meals will not need to pay for their lunch.

School dinners will be eaten in the dining hall in small groups and tables will be disinfected before another group sits down to eat.

School Packed Lunch



Children can bring in a packed lunch from home.



All children need to bring in a filled up water bottle.



Please remember we are a NUT FREE SCHOOL ZONE.

We have several children in school who have severe nut allergies and we are asking your help in providing these children with a safe school environment. So please can we ask that you have no nut products in lunch boxes or brought into the school as treats.

How will we continue to make sure that the school is safe?



Everyone will wash their hands frequently



We will continue to evaluate the risk.



Our school will be cleaned more frequently.



Each classroom will have their own hand sanitiser and soap.

Teachers have timetabled in opportunities throughout the day for children to wash their hands, especially on entry to school, before lunch, after break times and before they go home.



We have ensured that the school has a good supply of tissues and lidded bins available to support the 'catch it, bin it, kill it' routine. Staff will support pupils in getting this right.



All classrooms will have a disinfectant spray supplied so that resources and surfaces can be cleaned regularly.



The children will have their own pencils / pen, coloured pencils, rulers and glue in Years 3 to 6.



Any cushions or fabric toys such as dolls clothes, puppets or cuddly toys will be kept to a minimum and washed weekly.

What happens if there is a case of Coronavirus in the school?

If there is a confirmed case of Covid, the school would contact the Local Health Protection Team. They will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate for the recommended period.

Pupils, staff and other adults MUST not come into school if they have coronavirus symptoms or have tested positive in the last 7 days.

Any one developing symptoms in the school day will be sent home. These include:

- New, continuous cough
- High temperature
- Loss of or change in their normal sense of taste or smell.

They must follow 'stay at home: guidance for households with possible or confirmed coronavirus infection (<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>).

This says:

- They must self-isolate for at least 7 days and should arrange to have a test.
- Other members of the household should self-isolate for 10 days from when the symptomatic person first had symptoms.
- If a child is waiting to be collected from school they will be moved to the first aid room with appropriate adult supervision.

Can my child be tested?

Yes, if your child shows symptoms of Coronavirus they will be able to be tested. You can book a test by going to the following website:

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus/>

Alternatively, the school can provide a test kit for you.

Pupils who are self-isolating

If your child can not attend school because they are self-isolating, we will ensure that:

- Our 'Remote Learning Service' using Microsoft Teams is used.
- The remote learning activities will where possible mirror those being taught in the classroom.
- Year group emails will enable you and the class teacher to keep in contact.
- Weekly phone calls will be made to you by the class teacher.

Frequently Asked Questions

What happens if there is a local lockdown, will the school still provide learning?

In the event of a local lockdown and the school is asked to close, our home learning system will be used to continue with home learning information being sent to you via TEAMS.

Can I go into the school office?

Staff and families are asked not to visit the office but to use the telephone to make queries or requests. If you need to come to the school office, masks must be worn. The school office can be contacted via phone 01474 53544 or by email on office@cecilroad.co.uk if you require assistance.

Can my child wear PPE?

If wearing PPE will ease concerns for yourselves and your child, we are happy for them to wear it. Children will need to remove their mask when entering the classroom. Temporary face coverings will be placed in the bin and reusable

I would like a meeting with a member of staff in school, how would I go about this?

In order to minimise contacts, the school will not be inviting parents in for face to face meetings until further notice.

coverings will be put in a small plastic bag which will be sent home with them. They will then wash their hands.

In the first instance please contact your class teacher via the office email on office@cecilroad.co.uk. If a teacher can't assist a senior leader will phone and organise a virtual meeting if required.

Will children be able to bring books home from school?

Reading is very important and we want children to have the opportunities to bring home exciting books.

Once a book has been brought back into school, it will be quarantined for 72 hours to ensure it is free from any germs.

Can my child bring in their own pencil case?

We request that children do not bring in their own equipment. Each child has a pack of resources which will be exclusively theirs.