

Kingsway Infant School

North Approach, Watford, Hertfordshire WD25 0ES.

Headteacher: Mrs Caroline T- Walmsley

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Welcome back everyone!

Parents, you may have seen in the media that schools received new guidance on Friday night so we have been working hard this weekend to make sure everything is ready and in line with the new rules ready for our full reopening on Wednesday.

To make this safe and efficient we will have staff to meet the children at the gates and make sure they get safely to class. Other staff will be at the classroom doors to welcome them and show children to their seats.

Please help us by:

- saying goodbye to your child before you reach the front of any queue.
- please stick to your times and do not arrive early for a chat with other parents (sorry).
- Tell your child they will be going straight into class. There is no playing outside before school. We are not taking temperatures at the gate. They can come straight in.
- Follow any one-way systems in place and use the correct gate.
- If you need to arrive earlier than specified times please arrange to use our breakfast club.
- If you find your child is having a problem please stay calm, maybe have a little walk and return later to try again – please do not block the entrance.

I have asked that all staff on the gates wear a visor as they will be in contact with so many people but can I ask that if you have questions you email in or just phone the office instead as gate staff will be focussed on getting children in/out safely. Our arrangements worked beautifully in the summer term but we only had about 70 children then. Now we will have 60 new reception children coming in gate A (our car park entrance) and 120 Year 1 and Year 2 children at gate B into the playground as we do not have access Via Briar Road or Ross Crescent. We will be reviewing these arrangements with the Junior school after a couple of weeks so please bear with us. Again, please ring or email if you think we are doing something wrong or have a good idea. We are very open to your thoughts and will try to adapt to meet your needs where possible.

Reminder on timings:

Breakfast Club 7.45 onwards (£4.50 per day) Gate A

Reception – 8.55-9.05 Drop off 1st week Pick up 12:00pm.

From Monday 7th September - Hometime 2.45 onwards collection Gate A

Yr1 8.50 – 9.05 Drop off - Hometime 2.45 onwards collection Gate B

Yr2 8.40 -8.50 Drop off - Hometime 3.05 Collection Gate B

We will use walkie talkies to try to speed up exit times and keep everyone safe 😊

*Lunchtime and playtimes are staggered to make sure everyone gets the right amount of teaching time.

* Siblings – if you have a child in more than one year group please collect both at the later time so all children get at least their allocated time in school.

Children will only need:

Water bottle

Sunhat/Warm hat

Coat

Bookbag – no other bags and please **NO bottles in book bags**

*No individual hand sanitiser is needed we currently have plenty.

On PE days please send your child in PE kit with black tracksuit bottoms if it is cooler. PE will be outdoors whenever possible.

Monday	Blue & Purple
Tuesday	Yellow
Thurs	Green Red & Orange

Yellow class will be in the fabulous 'white class' building for this half term as our new drainage system has now caused a regular flood in yellow classroom. It's a nuisance as the class was all set up but it is the newest classroom with great windows, a decking area and even air conditioning! Thanks to all the staff for making all the changes and getting everything ready – again!

We told you most of this in July and I am sure there will be a lot more to follow. However, we want to stay focused on giving our children an environment where high quality education and fun learning is at the heart of everything. Thanks for all your good wishes and support during a very difficult 2019/20. Please do not hesitate to make contact if we can help with anything.

Children, we are really looking forward to seeing you all in your lovely uniforms on Wednesday 2nd September. We have lots of fun learning planned. It's going to be great!

Caroline T-Walmsley
Headteacher

Government guidance

The government has announced that schools are to prepare for a full-time return of all pupils from September with the following measures in place to minimise coronavirus (COVID-19) risks. Essential measures include:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable

Kingsway Infant School has updated the risk assessment in-line with government coronavirus (COVID-19) guidance and specific considerations for minimising contact between groups of pupils have been made. These include:

- reducing contact between classes through staggered lunch times, designated toilet facilities and allocated playground spaces
- Consideration of teaching spaces to allow for as much social distancing as possible within the classroom and pupils seated facing away from each other.
- Procedures for staff to ensure distance from pupils and other staff is maintained as much as possible.
- Enhanced cleaning arrangements across the school with particular focus on areas used by more than one class.

For further information and guidance please follow this link:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Testing

The UK Government advice does not currently support testing of asymptomatic individuals within a school setting. Anyone displaying symptoms of coronavirus will be isolated immediately. Staff will be sent home, and parents will be asked to collect pupils straight away. Tests should be organised immediately. We expect that anyone with symptoms will not be allowed to return to school until they obtain a test result and have followed any required period of self-isolation.

Contact tracing

The government has set up a contact tracing system to enable a swift and effective response to preventing the spread of the virus. The tracing applies to anyone a person lives with and anyone else who that person has been in close contact with in the 48 hours before the symptoms started and up to seven days after that person is isolated. Where possible, the school will contact the parents of any pupils who may have been in contact with an

individual who has tested positive for coronavirus to let them know that they may be contacted by NHS Track and Trace.

PPE

- The government recommends that pupils under 12 years old do not wear face coverings. The school will have a process for removing face coverings when pupils who use them (public transport etc.) arrive at school. Pupils will be instructed not to touch the front of their face covering during use or when removing it. They must wash their hands immediately on arrival (as is the case for all pupils), dispose of temporary face coverings in a covered bin or place reusable face coverings in a plastic bag they can take home with them, and then wash their hands again before heading to their classroom.

In the classroom

- Pupils will attend in class groups called a 'bubble' (no more than 30 children per bubble) and will be based in their own classroom
- Pupils will wash their hands when entering the classroom
- Pupils will stay in their 'bubbles' throughout the school day and will not be allowed to mix with pupils from other 'bubbles'
- Each pupil will be issued with their own learning kit (this learning kit will stay at school) and pupils should not share resources
- Tables in classes will be spread out and pupils will be seated side by side and facing forwards (rather than face to face or side on)
- Where possible, staff will maintain an appropriate distance from pupils. This will mean that staff will be unable to circulate around the class in the usual manner. Staff have been advised that they should avoid face to face contact and minimise time spent within 1 metre of anyone.
- All classrooms will have a first aid kit plus essential medication (inhalers)
- Windows and doors will be kept open (unless very cold) to allow air to circulate.
- Behaviour policy will operate as usual. Serious misbehaviour will mean immediate consequences, as leaving your 'bubble' immediately puts other children and staff at risk of cross contamination

Moving around

- The school site and building will have a strict plan in place for moving around that needs to be followed by everyone (one way system)
- Drop off and collection times and places will be different for year group 'bubbles'
- Pupils are expected to adhere to the 1m+ social distancing guidance at all times where it is practically possible
- Playtimes and lunchtimes will be staggered
- No visitors, including parents, will be allowed into the school building until a further review is set

Cleaning and hygiene

- Children and staff will wash their hands throughout the day – on arrival, before break time, after break time, before snack time, before lunch, after lunch and before home time. They will be asked to wash their hands after sneezing etc. Hand washing facilities are in each classroom.
- The children will be taught to **'Catch it, kill it, bin it'** and place tissues in the bin
- Children will be encouraged to avoid touching their eyes, nose and mouth
- Frequent cleaning by staff will take place with an extra focus on touch points. This, as well as additional cleaning and emptying of bins throughout the day will happen. The classes have all had a deep clean before returning
- **School uniform is to be worn.**

Equipment

- Pupils will be provided with learning packs. The learning pack includes: pencil or pen, purple polishing pen for editing, ruler, whiteboard and whiteboard pen.
- Reading books will be issued to pupils and may be taken home –to prevent cross contamination they will be quarantined for at least 72 hours before being reissued.
- Where shared equipment is essential e.g. laptops/ipads, thorough cleaning procedures are in place to ensure that all equipment is sanitised between use.

Lunch

- The full lunch menu will resume from September (hot and cold meals)
- Lunch times will be staggered
- The dining room will be in use with thorough cleaning between class bubbles sittings
- Pupils should be seated at all times whilst eating
- Meals can be ordered during the morning daily register

In the event of closure

In the event of an increase in the coronavirus infection rate, Kingsway infant School will follow all government guidance including enforced school closure. As was the case during the last forced school closure, our priority will be the ongoing safety, wellbeing and education of all pupils in our care. As a school we have invested heavily in the development of our digital provision over the past few months, including training for the entire staff body. We are well placed to make any necessary transition to online learning quickly and effectively, with as little disruption to our students' education as possible.

Attendance

- Attendance will be mandatory in September, as the government expects all pupils to attend school. The usual rules will apply, meaning we'll be recording attendance and following up on any absence.
- If your child has been staying at home due to shielding guidance, the government paused this guidance on 1st August. Currently the government expects all pupils to return to school from September and this guidance will be continuously reviewed in relation to local and national infection rates. However, if you've received a clinical or public health advice that

your child should still remain at home, please let us know, and continue to follow that guidance.

Coronavirus symptoms and self-isolation

- Pupils should not attend school if they have coronavirus symptoms, or have tested positive in at least the last 10 days.
- It is essential that the school is informed immediately of any pupil who develops coronavirus symptoms and that the school is also informed of any coronavirus test results at the earliest opportunity, irrespective of whether the result is positive or negative. This information should be communicated via email to: admin@kingsway.herts.sch.uk
- Parents of pupils who develop symptoms during the school day will be contacted via telephone.
- Pupils should be collected immediately and will be advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus infection', which sets out that they should self-isolate for at least 10 days and should arrange to have a test to see if they have contracted coronavirus.
- Pupils who have developed symptoms whilst at school will be isolated from the rest of the school community until they are collected.
- If a pupil tests positive for coronavirus we have a duty to contact the health protection team, who 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. Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious.

Curriculum

- The school will continue to provide an ambitious and broad curriculum in all subjects.
- Teachers have identified the knowledge and key skills needed in order for pupils to progress in each subject
- A recovery curriculum has been carefully planned.

After school clubs

- This half term classroom staff are offering after school activities to ensure all parents who need it have sufficient childcare until 4.15pm and there are a good range of extra curricular activities for children to take part in. Please book your child's place via the admin email. Cost will be £5 per child per day.

Breakfast Club

- Breakfast club will run from 7.45-8.45 am Children will remain in their usual bubbles.

Holidays

- As usual, you should plan your holidays within school and college holidays. Avoid seeking permission to take your children out of school during term time.
- Keep in mind that you and your children may need to self-isolate when you return from a trip overseas and that you may get very little notice of this.