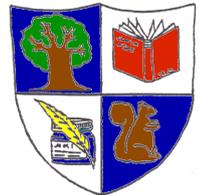


Ysgol Gynradd **Cilffriw Primary School**  
Penscynor, Neath SA10 8LF  
**Telephone:** 01639 630816  
**email:** cilffriw@npt.school  
**Headteacher/Pennaeth:** Mr. M. Quin



Dear Parents/Carers,

24<sup>th</sup> June 2020

## **PHASED RETURN TO SCHOOL FINAL PLANS**

Thank you for your patience and understanding whilst awaiting information about our phased reopening. We have had many messages of support over these past few weeks, these have been very much appreciated. Thank you also for the support you have given to your children with their home learning, we have loved seeing their work and hearing about all the exciting things they've been up to. Home learning will continue until the end of term

In line with Welsh Government 'Check in, Catch up and Prepare', and the guidance from Neath Port Talbot Local Authority, please see the following arrangements for the period Monday 29th June – Friday 17th July. **However, this start date may change due to circumstances beyond my control with regard to water hygiene issues. We will keep you informed about this in the next two days.**

### **Class Organisation**

- As mentioned before children will be organised into bubbles of no more than 7 pupils led by two members of staff, their class teacher and teaching assistant, where possible in their own classroom.
- Children will spend a whole day in school once week and this will be the same day.
- Siblings are on the same day and we have tried our best to keep friends together.
- Families will be notified shortly by our texting message system of the day their child/children will attend.
- As mentioned previously we will be unable to change the day.
- Lunch and play times will be staggered and pupils will spend these times with their own bubbles.
- Where possible pupils will have their own work space 2 meters apart in line with current guidance.
- Pupils will be unable to bring any resources in.
- They will be provided with their own learning pack with all the resources they need.
- Pupils will be designated their own desk.
- The main focus for learning will be emotional health and well-being, which will prepare pupils to re-adjust to the 'new normal'. Outdoor learning will also feature daily.
- Staff will explain the new rules to children and run through important health and safety procedures with them; fire drill, behaviour policy expectations, hand washing and hygiene.

### **Hygiene**

- Strict hygiene routines will be in place at all times.
- Tables, surfaces and equipment will be cleaned regularly.
- A rigorous handwashing regime will be in place, ensuring pupils wash hands regularly.
- Children will attend the toilet one at a time, and these areas will be cleaned throughout the day.
- NPT cleaning services clean the school premises at the end of each day, with protocols in place which adhere to COVID-19 guidance.
- Appropriate PPE will be used by staff to administer First Aid.

## Timings and Locations

A member of staff will be at all the entry points to greet families. Pupils will be required to use the hand sanitiser before they enter school. Signage, marking and staff will encourage social distancing upon entry.

Year Group	Start time	Drop off and pick up point	Finish Time
1	8.45	Main door	2.45
2	9.00	Gate to the left of the main door	3.00
Class 7	8.45	Gate to the left of the main door	2.45
3	8.45	Gate by the bike shelter	2.45
4	9.00	Gate by the bike shelter	3.00
5	8.45	Top of the steps by the car park	2.45
6	9.00	Top of the steps by the car park	3.00
Class 8	9.15	Main door	3.15

### **ONLY ONE PARENT/CARER PER FAMILY SHOULD BE ON THE SCHOOL SITE AT START AND FINISH TIMES.**

- Parents/Carers will not be permitted in the building at all.
- We politely request parents/carers to follow a one-way system of entry and exit. Appropriate signage will be in place and staff present to provide directions.
- If you need to speak to a member of staff please call 01639 630816.
- Please be punctual and stick to your times to ensure social distancing.
- If you are late you must report to the main door and wait for a member of staff to attend to you.
- If you have children being picked up at different times please observe appropriate distancing whilst waiting.

### **PARENTS/CARERS WILL BE EXPECTED TO OBSERVE APPROPRIATE SOCIAL DISTANCING AT ALL TIMES.**

#### Uniform

- Pupils will not be required to wear school uniform.
- Clothing should be comfortable and appropriate.
- Pupils should wear trainers, bring a coat on rainy days and a sun hat and sun cream on sunny days as we are planning to do a lot of outdoor learning.

#### Lunches

- Pupils will need to bring a packed lunch and a bottle of water.
- A fruit snack can be brought in for break time.
- Lunches will be eaten in classrooms in their bubbles, and pupils will have to bring all rubbish home.

#### Clubs

- Unfortunately there will be no breakfast or afterschool club.

#### Key worker pupils

- Emergency childcare will continue for pupils of key workers from Monday to Friday.
- Pupils can be dropped off at 8.15 and picked up at 3.30pm outside the Nursery area.
- Fridays the finish time is 3pm to allow for cleaning.

#### School Transport

- Transport is only available for pupils in our speech and language unit.

## **Health and Safety**

Here are some of the provision that will be put in place to ensure that you feel comfortable about your child being in school.

- 'Children must not come to school if they or a member of their household show any symptoms of COVID-19 (see Public Health Wales for guidance) <https://phw.nhs.wales/topics/latest-information-on-novel-coronavirus-covid-19>
- If your child displays any symptoms of COVID-19 in the school setting, they will be isolated and supervised in a separate area of the school until an authorised adult comes to collect them. Entry and exit times, and break times will be staggered in order to maintain appropriate distancing;
- There will be a one way system to enter and exit the school site;
- Only one adult per family will be permitted on the school site;
- 2 metre social distancing will be practised wherever possible. However school and Welsh Government recognise that primary pupils may find this difficult. It is for this reason that children will be attending in small numbers, and remaining with their 'social bubble' for the duration of their school day;
- Signage will be placed to reinforce the need for distancing both indoors and outdoors;
- Parents/carers will not be permitted inside any school building.
- Pupils should not bring any items from home, except for a lunch box if required;
- Classroom equipment will be kept to a minimum for ease of cleaning;
- Appropriate PPE will be used by staff to administer First Aid and spillages.

The return to school is intended to support children to get back into school routines but it will be very different to what we are all used to. We will be constantly evaluating and reviewing the system and considering ways in which we will further improve, and you will be informed of any changes. Photos will be uploaded of our 'bubble' classrooms' on our website for the children to see later in the week. Thank you once again for your continued support and co-operation in these strangest of times. If you have any concerns or worries about please contact me via the school email at [cilffriw@school.npt](mailto:cilffriw@school.npt).

**I will let you know as soon as I know about the water results. Thank you for your patience in this area.**

Please look after yourselves and stay safe.



Mrs Lambert-Jones  
(Acting Headteacher )