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| |  | | --- | | **Travel to and from school**   * If possible, we are asking parents and children to walk or cycle to school. * Only one adult from each family to bring or collect each child/ or children from school please. * Unfortunately, during this period we will be unable to welcome any parents into school. If you have any queries, please ring or e-mail the School Office. * The car park will be closed as it will be required for pedestrian access for school pupils. * The school bus service will continue to run for those children who are entitled to free school transport but we would encourage all parents where possible to bring their children to school themselves – pick up and drop off times may be amended.   **Drop off and Pick up**   * Children accessing Key Worker provision will arrive at school between 8:00am and 8:45am, using the main reception door. * All children arriving for their school day will enter the school using the pupil gate. Spacings will be marked out and we ask a parent/adult to wait with their child, until called in by a member of staff. * Once you have dropped off or collected your child then please leave the school premises as soon as possible so we can cut down on congestion. * **Key Stage 2** pupils will be asked to arrive at school at 9am and depart at **3:15pm** * **Foundation Phase** children will be asked to arrive at school for **9:15** am and depart at **3:00pm** they will use the pupil gate by their classrooms at the start and the end of the day. * Socially distanced lines will be marked on the school car park/pavement for Foundation Phase and Key Stage 2 classes. * If you need to collect your child early, then please contact the school in advance. Your child will be brought to you at the main reception. * We request that children arrive during drop off times above however if you arrive late, bring your child to main reception. * Parents who come to collect children, please observe the social distancing guidelines marked out. (similar to supermarket queuing!) | | |  | | --- | | **Uniform**   * Please send children to school in **clean clothing** each day. * Children are **not** required to wear school uniform. * We will be providing opportunities for the children to be outside as much as possible, a coat will be required. * Children will **not** be required to change their shoes, to indoor shoes, during the day. * Children will **not** bring anything else from home as everything will be provided – i.e. no school bags, stationery * Some staff may choose to wear face masks/coverings * In sunny weather, please apply sun-cream to your child prior to dropping them off. (the Once-a-day type is recommended) * We request that children **do not** wear face masks or coverings **whilst in school,** if masks are worn for the journey to school we politely request that parents keep the mask at drop off time and that it is **not** brought into school with the child.   **Food and Drink**   * The schools meal service will be serving lunches, but with a revised menu. We would encourage you to have school dinners. * Please do send your child to school with a **water bottle**. | |
| **Pods:**   * Classes will be divided into smaller pods of pupils, in line with the current guidance on group size * This will help to reduce the number of people children and staff have contact with each day. | **Hygiene and cleanliness:**   * Children will wash their hands on entry to the school and will be reminded to wash their hands frequently during the day. * Tissues will be available. * Classrooms, toilets and doors will be cleaned regularly, throughout the day. * Classroom doors and windows will be kept open to aid ventilation. * Visual reminders, such as songs and videos, will be used too, to reinforce the hand washing message and method. |
| **Social Distancing - In the Classroom:**   * To ensure that social distancing is maintained; there will be tables and equipment for children only in their class. * We will Iimit the amount of contact staff and children have with other people throughout the day to the minimum * Children will be allocated their own table and chair within the class. * They will not share any equipment or resources with other children. * Children will only move from their table when asked by their named adult. * Lining -up times, will also be carefully managed to maintain social distancing. * Children will remain in their allocated space for the day; only leaving for breaks and physical activity, with their own small group of children. * Whole school activities, such as assemblies, will not take place. | **Lunch Time:**   * Lunch will be served in the dining hall. The school Kitchen is open and children will have a choice of hot meals. Dietary requirements will be met as usual. * The lunch choice will be reduced, and operate on a two week rota, due to the kitchen operating with less staffing.   **Using outside areas:**   * We are keen that the children have regular time outdoors, with their small “Pods.” This is good for their physical and mental wellbeing at this time. * There will be timetabled outdoor time both as part of their daily routine and also for break and lunchtimes. * When outdoors, children will only mix with children from their own pod, maintaining social distancing. * This means they will not have contact with children from other classroom “pods” during outdoor times. * Children will wash their hands prior to going outside and on entry back into the classroom. * They will be reminded of the importance of social distancing whilst outdoors too. |
| **Use of toilets:**   * Children will wash hands before using the toilet. * They will wash hands after use of the toilet. * Children will use 2m distancing when waiting to use the toilet. * Younger children will need to be as independent as possible, it will be good practice! * The toilets will be cleaned regularly throughout the school day. | **First Aid:**   * First aiders will be available to be called upon. * If children feel unwell, they must let their teacher know. * The teacher will follow the appropriate protocol to isolate the student in order to reduce risk to others. * isolation rooms will be designated and equipped in the event of a member of the school falling ill. * Children falling ill during the school day will need to be collected by their parents immediately. |
| **Attendance:**   * Parents wishing their child to attend Key Worker provision will use the Booking System as usual. Sessions are available to be booked to cover working shift patterns. If children can be cared for at home safely then this should continue to be the case. * Children who are shielding or live with someone who is shielding, should not be required to attend school. They will continue to follow the Home Learning Programme. * Children who are in or live with someone who is in a Vulnerable group may attend school, but must maintain strict social distancing. * No parent will be pressured to return their child to school and no fines will be issued for non-attendance. (Office staff may ring to confirm absence following our usual procedures) * ***Please do not send your child to school on any days other than the ones they have been booked in to attend.*** * To help protect the health and safety of all members of the school; any child who is unable to follow guidelines and instructions may be asked to stay at home during this time. | **Covid19 Symptoms:**   * Children must not attend school if they have displayed any symptoms in the last 14 days. * If children have any of the following symptoms they must stay at home and you should contact school to let us know: * Cough * Shortness of breath or difficulty breathing * Fever or chills * Muscle pain * Sore throat * New loss of taste or smell * If your child is displaying Covid symptoms, please keep them at home for seven days, whilst the rest of the household self-isolates for 14 days. * It is parents’ responsibility to seek a test within 3-5 days of symptoms appearing. * If a positive case is confirmed, then the whole of the classroom pod including adults, will need to self-isolate for 14 days. * If a test proves negative, school will need proof of this result before the child returns to school. * If there appears to be a significant outbreak of the virus within school, then the school will likely close again and deep cleaning will follow. * Please do not send any child to school who is at all unwell. |
| **Behaviour**  The normal school policy on behaviour will apply when the school reopens. In addition to this we will be operating a pandemic behaviour policy. This will follow the rules as set out in Welsh Government Policy on social distancing during the pandemic.  Pupils who consistently break these rules or fail to follow health and safety procedures and instructions, putting themselves and others at risk, may be asked to stay at home. | |
| **Home-Learning**   * It is important that home-learning continues for all groups of learners, in the way it has been during the Lockdown period. * Teachers will continue to set work, for home-learning, and children will be given the opportunity to complete some of this at school. * Work will focus on consolidating, reinforcing and reviewing key knowledge and skills, in order to ensure that this learning is not lost. * Work will also continue to prioritise pupil emotional wellbeing. * We are always happy to be given constructive feedback regarding home-learning, from parents and carers. * As teachers are now teaching in class more frequently, responses to home learning queries may not be as frequent. Please be patient as they will respond. As teachers will now be in class teaching children on two days. | |
| Safeguarding  If you have any safeguarding concerns please contact the school on 01646 621813 or by email [Head.penrhyn@pembrokeshire.gov.uk](mailto:Head.penrhyn@pembrokeshire.gov.uk)    There is also an appendix, for COVID-19, to our Safeguarding Policy, available to read on our Website. | |

**FREQUENTLY ASKED QUESTIONS**

**I’m a parent / guardian who is shielding. Do I send my child / children back to school at the end of June?**

If you are a shielding parent or guardian, there is no expectation to send your child / children back to school at the end of June. Parents won’t be fined for keeping their child / children at home. These children will continue to be supported by their schools in different ways.

**My child is shielding. Will they have to return to school at the end of June?**

If your child is shielding they should not return to school at the end of June or use the opportunity of these check-in sessions. Shielded children will continue to be supported by their schools in different ways.

**Will clinically vulnerable staff or learners be expected to return to school?**

In the context of COVID-19, Clinically Vulnerable individuals are at greater than average risk from COVID-19.  This category includes people aged over 70, those who are pregnant and those who have a range of chronic health conditions.  Pregnant women are specifically advised to work from home after 28 weeks’ gestation.

People in this category can go out to work but they should work from home if possible. If staff or learners do attend, extra care must be taken to ensure vulnerable individuals, and those around them adhere to strict social distancing guidelines. In the case of learners, we would only expect these to attend where parents/carers consent to this.

The safety of staff and learners is paramount.

**Will parents be fined if they do not send their child to school?**

During this time parents won’t be fined for keeping their child / children at home. These children will continue to be supported by their schools in different ways.

**What date is the October half-term break?**

We are working to determine the date for the additional week on the October half-term break and will ensure it is communicated as soon as possible.

**What is the cleaning regime?**

As with the need to maintain good personal hygiene to hamper the spread of the virus, the importance of cleanliness and appropriate cleaning regimes in school settings cannot be over emphasised.

In line with the guidance we will adhere to the following principles wherever possible:

Staff will wipe any personal items e.g. mobile phones, tablets, reading glasses, pens etc. with disinfectant/alcohol wipes.

* Where possible, classroom doors will be propped open so as to prevent the touching of door-handles, and windows opened to allow a free-flow of air through the building; however, these measures will only be implemented if they do not compromise Safeguarding and Fire Safety arrangements.
* Before entering a classroom, all pupils and members of staff will thoroughly washed their hands with soap and water.
* Classroom furniture will be kept to a minimum and that other items of equipment remaining in the classroom are easy to clean/disinfect.
* High use surfaces will be cleaned throughout the school day.
* Pupils, and staff, should have ownership of their stationary and not share with others.

The staff will remove soft furnishings, soft toys and toys that are hard to clean.

* All toys/equipment will be cleaned after each use/end of play session before placing back into storage.

**Will online learning continue for our children when schools reopen?**

When schools reopen teachers will be back in school everyday teaching their own class in small groups of children. There will be a blended approach meaning that teachers will, teach the children in the class in front of them and provide online learning activities for when children are not in school. It is the intention that these two systems support each other.

That said as teachers are in class they may not be able to respond as quickly as previously to any queries that you may have about the online tasks.

Children who are attending the childcare Hub for key workers and vulnerable children will continue to receive childcare and not a formally structured day.

**Will siblings or children’s friendships groups be in at the same time?**

We are unable to ensure that siblings or particular friendship groups come to the school at the same time. This was not made a priority by Welsh Government and the Local Authority have made it clear that they do not want schools to try and manage this. The priority is to ensure that all pupils are able to ‘check in’ with their school on a regular basis.

**Will staff be wearing masks and gloves or other forms of PPE?**

There is no direct requirement from Welsh Government for staff to wear PPE unless dealing with incidents requiring close contact e.g. first aid, assisting with toileting etc. In these instances the main forms of PPE used would include disposable aprons, gowns and gloves. These will be changed immediately following the care episode or the task undertaken.

Eye/face protection e.g. surgical mask or full face shield/visor will be worn by staff when there is a risk of contamination to the eyes, or inhalation, from splashing of secretions (including respiratory secretions), blood, body fluids and excretions.

**Is the school aiming to be back to normal set up after summer holidays?**

I’m afraid I can’t say. We await updates from Welsh Governments just like you do. It appears that we get information from the Education Minister at the same time.It is unlikely that school will be entirely back to normal in September but there will continue to be a phased approach that is continually moving forward.

**What about Year 6 transition to secondary schools?**

We are working with the secondary schools to ensure that Year 6 transition takes place as we feel that it is very important. However, the secondary schools have their own challenges at the moment so we will wait to hear what their plans are regarding transition and let you know.

We will do all we can to make sure that Year 6 have a really good last few weeks in school and try to make it as special as possible.

**Will the children be allowed to have play outside for their wellbeing?**

Yes, there will plenty of opportunities for children to play outside. Although break times and lunchtimes will be staggered

**Are pupils expected to bring their own stationary?**

No, they are not. We have been advised that children are to bring as few items from home as possible to reduce possible virus transfer.