



## Safety information for Parents and Carers Penrhyn CiW VC School

Please note this information is based on current guidance, changes may occur as further guidance and directives are received from Welsh Government or the Local Authority.

Dear Parents/Carers

We are really looking forward to welcoming all of the pupils back for the new year in **January 2021**. At the time of writing we are expecting the Welsh Government to announce a Tier System of response to the Corona Virus pandemic, with four alert levels being identified. It is our understanding that whatever the alert level schools will remain open, unless directed by the Local Authority.

There are few changes to our operational and safety information in the new term. All children are expected to return to school on 5<sup>th</sup> January 2021. They will remain in their bubbles/pods, where pupils are not expected to social distance from one another, however pupils are expected to social distance from all adults and other bubbles/pods. The rigorous hygiene and cleaning regime is still in place and is key for everyone's safety. There will be no mixing of bubbles wherever possible nor whole school gatherings such as assemblies. Pupils will access a full, broad and balanced curriculum. Some pupils may find it difficult to social distance from adults and therefore staff will be wearing full PPE at all times. Each bubble will also play away from the other bubbles when they are outside, through staggered playtimes and using different areas of the playgrounds.

**We are asking all adults coming to the school to wear a face mask whilst on school grounds.**

### 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.
- We are still trying to restrict the number of adult visitors to the school so if you have any queries, please ring or e-mail the School Office and we can make an appointment.
- 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.
- If traveling on school transport pupils may wear a mask if they wish to. However, they should remove the mask on arrival at school. They should keep the mask in a suitable container.

### Drop off and Pick up

- We will be continuing to have staggered start and end times to the school day to help maintain social distancing at these busy times.
- 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 **3:25pm**  
Class 3 will use the main reception door  
Class 4 will use the normal pupil gate.
- **Foundation Phase** children will be asked to arrive at school for **9:10 am** and depart at **3:15pm**.

### Uniform

- We do encourage our pupils to wear their school uniform each day but understand that this may not be possible if they are to wear clean clothing each day.
- 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
- 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** and a snack for breaktime.

### Breakfast Club

- Starts at 8am in the morning – please bring your child to the main reception and use the bell to notify the breakfast club staff that you are there.

<p>Class 1 will use the main reception door Class 2 will use the normal pupil gate</p> <p><b>Nursery Part Timers</b> – children will arrive at school for 1:10pm and depart at 3:10 pm. Please use the main reception door</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• We request that children arrive during drop off times above however if you arrive late, bring your child to main reception.</li> <li>• Parents who come to collect children, please observe the social distancing guidelines marked out. (similar to supermarket queuing!)</li> </ul>	
<p><b>Pods:</b></p> <ul style="list-style-type: none"> <li>• Each class will operate as their own pod throughout the school day.</li> <li>• They will play separately from the other classes either by staggered playtimes or by using different areas of the playground.</li> </ul>	<p><b>Hygiene and cleanliness:</b></p> <ul style="list-style-type: none"> <li>• Children will wash their hands on entry to the school and will be reminded to wash their hands frequently during the day.</li> <li>• Hand washing is still identified as one of the main barriers to transferring the infection</li> <li>• We will also be reminding children of the ‘Catch it, Bin it, Kill it’ policy</li> <li>• Tissues will be available.</li> <li>• Classrooms, toilets and doors will be cleaned regularly, throughout the day.</li> <li>• Classroom doors and windows will be kept open to aid ventilation.</li> <li>• Visual reminders, such as songs and videos, will be used too, to reinforce the hand washing message and method.</li> </ul>
<p><b>Social Distancing - In the Classroom:</b></p> <ul style="list-style-type: none"> <li>• To ensure that social distancing is maintained; we will minimise the amount of furniture and equipment in the class.</li> <li>• We will keep the amount of contact staff and children have with other people throughout the day to the minimum</li> <li>• Children will be allocated their own space within the class.</li> </ul>	<p><b>Lunch Time:</b></p> <ul style="list-style-type: none"> <li>• Lunch sittings will be staggered so we can maintain spacing in the hall and dining tables will be cleaned between each sitting.</li> <li>• The school Kitchen is open and children will have a choice of hot meals. Dietary requirements will be met as usual.</li> </ul>

<ul style="list-style-type: none"> <li>• Sharing resources will be kept to a minimum and they will be cleaned before used by another person.</li> <li>• Children will only move from their table when asked by their named adult.</li> <li>• Lining -up times, will also be carefully managed to maintain social distancing.</li> <li>• Children will remain in their allocated space for the day; only leaving for breaks and physical activity.</li> <li>• Whole school activities, such as assemblies, will not take place.</li> </ul>	<p><b>Using outside areas:</b></p> <ul style="list-style-type: none"> <li>• We are keen that the children have regular time outdoors. This is in line with guidance that the virus does not survive for long outside. This is good for their physical and mental wellbeing at this time.</li> <li>• There will be timetabled outdoor time both as part of their daily routine and also for break and lunchtimes.</li> <li>• When outdoors, children will only mix with children from their own class, maintaining social distancing.</li> <li>• Children will wash their hands prior to going outside and on entry back into the classroom.</li> <li>• They will be reminded of the importance of social distancing whilst outdoors too.</li> </ul>
<p><b>Use of toilets:</b></p> <ul style="list-style-type: none"> <li>• Children will wash hands before using the toilet.</li> <li>• They will wash hands after use of the toilet.</li> <li>• Younger children will need to be as independent as possible, it will be good practice!</li> <li>• The toilets will be cleaned regularly throughout the school day.</li> </ul>	<p><b>First Aid:</b></p> <ul style="list-style-type: none"> <li>• First aiders will be available to be called upon.</li> <li>• If children feel unwell, they must let their teacher know.</li> <li>• The teacher will follow the appropriate protocol to isolate the student in order to reduce risk to others.</li> <li>• isolation rooms will be designated and equipped in the event of a member of the school falling ill.</li> <li>• Children falling ill during the school day will need to be collected by their parents immediately.</li> </ul>
<p><b>Attendance:</b></p> <ul style="list-style-type: none"> <li>• Normal rules for attending school now apply</li> <li>• 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.</li> </ul>	<p><b>Covid19:</b></p> <ul style="list-style-type: none"> <li>• If a child is displaying symptoms of COvid-19 they should stay at home and self isolate . Parents/carers should make arrangements for them to be tested. If the test result is negative the child does not need to complete the self isolation period and can return to school.</li> <li>• Any child living with someone displaying Covid-19 symptoms, or is in an extended household arrangement with someone displaying symptoms must stay at home for 10 days from the day the first</li> </ul>

<p><b>Self Isolation:</b></p> <ul style="list-style-type: none"> <li>• If a child has been instructed to self isolate by Test, Trace, Protect then they should stay at home until the period of self isolation has passed.</li> <li>• learners who are self isolating will be offered 'home learning' packs.</li> </ul>	<p>person became ill or until the outcome of the Covid-19 test is known</p> <ul style="list-style-type: none"> <li>• If children have any of the following symptoms they must stay at home and you should contact school to let us know: <ul style="list-style-type: none"> <li>- Cough</li> <li>- Shortness of breath or difficulty breathing</li> <li>- Fever or chills</li> <li>- Muscle pain</li> <li>- Sore throat</li> <li>- New loss of taste or smell</li> </ul> </li> <li>• If a positive case is confirmed, then the whole of the classroom pod including adults, may need to self-isolate for 10 days.</li> <li>• If a test proves negative, school will need proof of this result before the child returns to school.</li> <li>• 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.</li> <li>• <b>Please do not send any child to school who is at all unwell.</b></li> </ul> <p><b>Test, Trace, Protect</b>  <b>The school will engage with the Test Trace Protect strategy published on 13<sup>th</sup> May and implemented across Wales from 1<sup>st</sup> June 2020.</b></p> <ul style="list-style-type: none"> <li>• encouraging those with Coronavirus symptoms to self-isolate and to take a coronavirus test ( in the case of a child it is the responsibility of the parent/carer to arrange for a test)</li> <li>• support the tracing of those individuals who may have been in contact with someone who has tested positive.</li> </ul> <p>The Welsh Government website provides information on how to apply for a test.</p>
<p><b>Behaviour</b>  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.</p>	

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.

#### 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**

#### **What if I choose to keep my child at home during the pandemic?**

All children are expected to attend school as normal. If a child does not attend then parents are expected to provide a reason for their child's absence. Absences are either authorised or unauthorised and it is the school's decision whether an absence is authorised or unauthorised. During the current situation the school will take into account parental concerns or issues over the pandemic.

#### **What is the school 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 sanitise their hands either with soap and water or at the additional sanitising stations.
- 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 and wiped down regularly.
- Pupils, and staff, should have ownership of their stationery 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.

#### **What happens if schools are required to close again?**

- Staff will provide blended learning (online learning) for children in their classes.
- All staff have had training in the use of online learning platforms.
- All pupils have been taught how to access Hwb online learning and other online learning resources.

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

Staff will continue to wear masks in communal areas, such as corridors, school hall etc. There is no direct requirement from Welsh Government for staff to wear otherwise 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 and gloves. These will be changed immediately following the care episode or the task undertaken. Staff may wear mask, visor if they feel it is appropriate to do so.

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.

#### **Are pupils expected to bring their own stationery?**

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.

#### **Will pupils be able to interact with each other?**

Yes, pupils will interact with each-other within their classes and bubble.

#### **Will there be Temperature checks as pupil enters school?**

No. Public Health Wales has advised this is not appropriate, however they will be asked if they are feeling well before entering the school.