

## September 2020 - Reopening Plan – Westerton Primary Academy

### Phase 1

1. Westerton Primary Academy will reopen to all colleagues on Monday 7<sup>th</sup> September.
2. Monday **7<sup>th</sup> September will be an INSET Day** for all staff. Our children begin to be welcomed back, in attendance, from the 8<sup>th</sup> September.
3. To **promote social, emotional, mental health and wellbeing**, in line with **Health and Safety advice**, during the first week, the academy will operate a part time timetable, with the class split into two bubbles of 15 children. The extension of this phased approach is to support the large numbers of our children, parents and staff who have been **vulnerable** and **extremely anxious** about returning to school and, therefore, have not done so since March. This phased reopening in smaller bubbles will hopefully help the children to return to school and **overcome their residual anxieties**.
4. **Bubble A will attend on Tuesday and Wednesday, Bubble B will attend on Thursday and Friday.**
5. The classrooms will be **cleaned thoroughly on Wednesday evening/Thursday morning** to ensure that the cross over between bubbles is still not affected.
6. Nursery children will be on roll from 7<sup>th</sup> September but will not be attending school this week.
7. The **first two days** in school for each bubble will **focus on wellbeing** and settling back activities. The children will need time to get to know their new teacher, settle into the routines, establish the rules and expectations and will hopefully help to ease some of the anxieties that the children (and staff) may have. The **Therapeutic Team** will be in the main school, supporting this return, particularly of those children with Individual Pupil Risk Assessments (**IPRAs**) and Education Health Care Plans (**EHCPs**) who can present with **very challenging high tariff behaviours**. We recognise the need to support staff and other children in their anxieties about the management of these behaviours.
8. It is hoped that **Phase 1 will be brief** but **if** it did needs to continue beyond the 11<sup>th</sup> September, the academy could revert back to half class size bubbles of 15 operating on Monday and Tuesday, Thursday and Friday. This could mean that Wednesdays could still be used for cleaning and PPA/ planning of home learning, but only if absolutely necessary.
9. It is **not possible for the children to completely socially distance** but they should be encouraged to keep apart where possible. Adults to aim to maintain social distancing from the children and other staff where possible.
10. Staggered start and finish times will continue to operate to reduce the congestion at the gates.
11. Staggered lunchtimes will also continue, with packed lunches eaten in classrooms. Lunchtime supervisors will supervise the children for their packed lunches **in** the classrooms. There will be no outside lunchtime play.
12. **Playtimes** will take place in the morning and afternoon for all year groups with **designated zones** to play in so that cross contamination of bubbles does not take place.
13. A timetable for the field will also be in operation.
14. The **only hall will continue to be a staff dining and PPA area** to allow for adult social distancing.
15. Lockers and cloakrooms will not be used and the external doors for classrooms will still be used for entrances and exits.
16. Movement throughout school will be limited for pupils with access to toilets only.
17. The **Music Room** will continue to be designated as a **quarantine area**.
18. **School uniform** will be worn and this will be a high expectation.
19. Children will not change in school for PE and will come in full PE kit on their specified day. The PE kit should be the school PE uniform only.
20. **Attendance will also be compulsory** for all pupils and **punctuality** will also be a high expectation as the drop off periods must be adhered to for safety.
21. Shared resources should continue to be minimised with individual resources where possible. Any shared resources should remain within the bubble and not used across bubbles. Arrangements have been made with the LCC Cleaning Team to ensure that resources are thoroughly cleaned before they are transferred from one bubble to another.

22. Individual resources that have been purchased for the phased reopening throughout the summer term (pencil cases, etc) should be handed up to the next teacher with the child to save costs where possible.
23. **WKC will not be open in Phase 1.**

## Phase 2

1. **If everything goes to plan over the Summer and during Phase 1 in the week beginning 7<sup>th</sup> September, the school will open to full class bubbles of 30 children from Monday 14<sup>th</sup> September.**
2. The children will then attend for five full days from Monday to Friday if it is safe to do so.
3. Due to the bubble system, it will not be possible during the first half term to have teachers and Cover Supervisors covering different classes across school for PPA as this would increase the risk of spreading the virus and make track and trace more difficult.
4. LSAs in each year group will be asked to provide PPA cover, where appropriate, by being responsible for the class during an afternoon of art, craft and wellbeing activities. This will be on a separate timetable.
5. **Nursery children will have visits to school on a phased return basis** until it is possible for the Nursery children to attend in their full bubble classes.
6. There is a separate timetable for the **phased-return of Nursery** with the full Nursery timetable being implemented from October half term.
7. **WKC will be open from Monday 14<sup>th</sup> September.** The plan for opening WKC is still being finalised.
8. Children should be seated facing the front where possible and circular tables or seats where children are facing each other should aim to be avoided.
9. Although we will not expect the children to social distance, **staff will still be encouraged to socially distance themselves from the children in the classroom and from other colleagues where possible.**
10. 1 to 1 reading activities, etc can take place but closer contact with children (sitting side by side) should last no longer than 15 minutes and hands should be washed after working closely with a pupil.
11. The **Therapeutic Team** and other support colleagues will be able to work on a **one to one basis** or in small groups from the same bubble to **deliver interventions** or carry out **nurture** work. The space used for this work will need to be cleaned (surfaces wiped down) between groups.
12. **Staggered start and finish times will continue** to operate to reduce the congestion at the gates.
13. **Staggered lunchtimes will also continue**, with packed lunches eaten in classrooms. Lunchtime supervisors will supervise the children for their packed lunches in the classrooms. There will be **no outside lunchtime play.**
14. Playtimes will take place in the morning and afternoon for all year groups with **designated zones** to play in so that cross contamination of bubbles does not take place.
15. A timetable for the field will also be in operation.
16. Our one and only hall must continue to be a staffroom.
17. Lockers and cloakrooms will not be used and the external doors for classrooms will still be used for entrances and exits.
18. Movement throughout school will be limited for pupils with access to toilets only.
19. The **Music Room will continue to be designated as a quarantine area.**
20. Lesson timetables will be up and running from this week, focusing on the **Recovery Curriculum.**
21. All primary curriculum subjects should be taught as part of the timetable, although the time allocated for each subject may be affected due to **same day intervention** and **catch-up programmes.**
22. Shared resources should continue to be minimised with individual resources where possible. Any shared resources should remain with the bubble and not used across bubbles.
23. Cleaning of shared resources, especially between bubbles, will still need to be cleaned by the on-site cleaning team.
24. School uniform will be worn and this will be a high expectation.
25. Children will not change in school for PE and will come in full PE kit on their specified day. The PE kit should be the school PE uniform only.

26. **Attendance will also be compulsory for all pupils** and **punctuality** will also be a high expectation as the drop off periods must be adhered to. Children will be allowed to access through the main entrance if they are late but this will be monitored. **Three late marks will trigger an attendance meeting** with Jane Sayers.

27. **Depending on Government instruction, Phase 2 may need to revert back to Phase 1 or even School Closures. If returning to Phase 1 indefinitely, Wednesdays would revert back to being the cleaning / PPA day.**

### Phase 3

1. When it is safe enough to no longer operate the bubble system, school will return to a normal five-day week timetable.
2. PPA will be provided as part of a timetable across school as in previous years. A separate timetable will be distributed when appropriate.
3. The **one hall will be able to be used for lunches and hot lunches will be provided** for all pupils that require one.
4. Morning and afternoon playtimes will remain extended for all year groups at their staggered times.
5. Lunchtimes will remain for all year groups at the designated times and **lunch will take place in the Hall or Nursery dining area.**
6. It may be possible for the lunchtime supervisors to continue to supervise the children for their lunches in the hall. There will still be no outside lunchtime play.
7. **Start and Finish times for the school day may no longer be staggered and new start and finish times will be implemented.**
8. The full curriculum timetable will be implemented following the new curriculum and the knowledge curriculum maps developed by subject leaders.
9. School uniform will be worn and this will be a high expectation.
10. Children will **need to change into the school PE kit for the lessons** as necessary.
11. **Attendance** will also be **compulsory for all pupils** and punctuality will also be a high expectation. Children will be allowed to access through the main entrance if they are late but this will be monitored. Three late marks will trigger an attendance meeting with Jane Sayers.
12. Lockers and cloakrooms will be used as the school returns to normal procedures and practices.
13. Visits, visitors, music lessons and sports fixtures will resume.

## Westerton Primary Academy Timetable – September 2020

Nursery		9:15-9:20	2hours 45 minutes				12:00 – 12:30	2 hours 50 minutes				3:20-3:25			
Reception		9:00-9:05	1 hour 30		Rec Play 10:30-11:00	1 hour 10		Lunch 12:10-12:40	1 hour 5		Rec Play 1:45 – 2:15	1 hour 10		3:25-3:30	
Y1	8:45-8:50	1 hour 10			Y1 Play 10:00 – 10:30	1 hour 20		Lunch 11:50-12:10	1 hour 5		Y1 Play 1:15-1:45	1 hour 25		3:10-3:15	
Y2	8:30-8:35	1 hour		Y2 Play 9:30-10:00	1 hour 30		Lunch 11:30-11:50	55 minutes		Y2 Play 12:45 – 1:15	1 hour 40		2:55-3:00		
Y3		9:15-9:20	1 hour 45			Y3 Play 11:00 – 11:30	1 hour		Lunch 12:30-12:50	1 hour 25			Y3Play 2:15 – 2:45	55 minutes	3:40-3:45
Y4		9:00-9:05	1 hour 30		Y4 Play 10:30-11:00	1 hour 10		Lunch 12:10-12:30	1 hour 15		Y4 Play 1:45-2:15	1 hour 10		3:25-3:30	
Y5	8:45-8:50	1 hour 15			Y5 Play 10:00 – 10:30	1 hour 20		Lunch 11:50-12:10	1 hour 5		Y5 Play 1:15 – 1:45	1 hour 25		3:10-3:15	
Y6	8:30-8:35	1 hour		Y6 Play 9:30 – 10:00	1 hour 30		Lunch 11:30-11:50	55 minutes		Y6 Play 12:45-1:15	1 hour 40		2:55-3:00		