



# Rufford Church of England Primary School

*'Together in Faith and Learning'*



## COVID-19 Return to School Arrangements September 2021

This document outlines the arrangements for the start of the Autumn term 2021 and will work alongside the Lancashire County Council COVID-19 risk assessment template which is due to be published early September 2021.

### Return to School in September 2021

Government guidance now allows school to remove the ***bubble structure, other social distancing measures*** and ***control measures*** that have been in place for children. Our school will be doing this from September 2021. Government guidance also means we can also remove our staggered start/finish times and revert many aspects of school back to how school was working before the pandemic started.

However, we need to be clear that the pandemic has not gone away and as per government guidelines, we now need to learn to live with Coronavirus. As such some general measures will need to remain in place. From time to time, our arrangements may need to be reviewed in the event of any increase in infections or changes in government guidelines.

Below details some key changes to be aware of.

Please see [Government guidance](#) for latest information

### The School Day

The school day will revert back to normal hours for all classes as of the start of term for pupils ***2<sup>nd</sup> September 2021, Pre-School children will start school week beginning 6<sup>th</sup> September 2021.***

Entry into school will be ***8:55 am*** when the member of staff on duty will blow the whistle to instruct children to line up with their class on the playground. Children will be met by their class teacher and escorted into school as a class. We ask parents to ensure that children are on the playground by 8:55am to support a smooth start to the school day. Ensuring children arrive at school promptly has a huge impact on their learning.

### Entrance and Exit Points

During the Covid-19 pandemic we have used different ways of entering and leaving our school site. From the start of the Autumn Term 2021 we will be asking all pupils to ***enter and exit school via the main gates from the playground on Flash Lane.***

*'Let your light shine in the world' Matthew 5:16*

Gates will be **opened at 8:45am** each morning and a member of staff will be on duty between 8:45 and 8:55am. Parents and Carers are encouraged to enter the playground and remain with children until the whistle is blown at 8:55am. The gates will be **unlocked at 3:10pm** each afternoon to allow parent/carer access. Children will be dismissed to parents/carers from their class exit onto the playground at **3:15pm**. We ask that anyone dropping off or collecting children wait near the small wall between the playground area and the school field to enable staff to have sight of all children for safety.

Parents and Carers dropping off or collecting Pre-School children during the school day should use the main entrance to school on Flash Lane.

## **P.E**

West Lancashire Sport Partnership will deliver specialised P.E. lessons to pupils in **Years 1-6 each Monday**. Children in these year groups should **attend school wearing their P.E. kit every Monday** and will remain in their kit for the duration of the day. Track suits, jogging pants and trainers may be worn in cooler weather.

Each class will have a second timetabled P.E. lesson during the week and children will be required to **bring their P.E. kits to school** for that lesson to change at school. Class teachers will advise the timetabled 2<sup>nd</sup> P.E. slot via Seesaw at the start of term.

**Reception and Pre-School children** will have P.E. sessions throughout the week and should have their **P.E. kits in school each day** to facilitate this. P.E. kits will remain on their pegs until needed and will be sent home periodically for washing. Getting changed for P.E is a key part of children becoming independent. They will be assisted with changing on the days they have lessons planned.

## **Lunchtimes and Break Times**

Children will once again be eating together in the Hall and playing with other year groups on the school playground and field. As a school we may make some internal decisions on how we structure lunchtimes for the benefit of the children to make break times and lunch times the best experience for them.

## **Worship and Assembly**

During the last 18 months the children have primarily had class worship time or whole school worship held on zoom or outdoors. We know the importance of physically coming together as a whole school community and will once again be holding worship together in the school hall.

## **School Events and Clubs**

School events have changed dramatically over the last 18 months with many meetings taking place virtually and many usual events being unable to take place in the normal way. As we move through the autumn term we will be keeping you fully informed of any school events and clubs we are able to hold. I hope everyone understands that at this point we are not in a position to outline the detail of **any**

***extracurricular clubs or key events and we will do this as further information becomes available at the start of the school year.***

## **Key Control Measures**

During the last 18<sup>th</sup> months, school has functioned incredibly successfully and is now confident and experienced in working in the pandemic. As school reopens in September 2021 we will continue to have key control measures in place to prevent the transmission of the virus which are in line with Government guidance.

<b>Key Government Advice on control measure</b>	<b>Key school control measures</b>
<b>1.Ensure good hygiene for everyone</b>	
<p><b>Hand hygiene</b></p> <p>Frequent and thorough hand washing should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.</p>	<p>All children to clean hands on entry to school and at key points during the day including break times and lunch times by washing with soap and water.</p> <p>School ensures adequate supplies of soap are available.</p> <p>Hygiene rules discussed with children regularly and posters displayed around school.</p>
<p><b>Respiratory Hygiene</b></p> <p>The ‘catch it, bin it, kill it’ approach continues to be very important.</p>	<p>The ‘catch it, bin it, kill it’ approach is promoted in school and discussed with children.</p> <p>Tissues are available and all children are briefed on procedures for blowing noses and disposal of waste. Lidded bins are provided in each area for waste disposal.</p> <p>Children are briefed on the importance of behaviour and school rules are revisited with all classes. School rules have been refreshed to reflect COVID – 19 and are discussed with all children daily and are evident around school as detailed in the Behaviour Policy.</p>
<p><b>Use of personal protective equipment (PPE)</b></p> <p>Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of <a href="#">PPE in education, childcare and children’s social care settings provides</a> more information on the use of PPE for COVID-19.</p>	<p>All staff in school have access to PPE as required and will use in line with government guidance.</p> <p>There is no requirement for adults to wear masks or protective face coverings in school, however we may request that visitors to the school site during the working day continue to wear face coverings.</p> <p>Staff may also choose to wear face coverings in those situations requiring close contact.</p>

<b>2. Maintain appropriate cleaning regimes, using standard products such as detergents</b>	
<p>You should put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces.</p> <p><a href="#">PHE has published guidance on the cleaning of non-healthcare settings.</a></p>	<p>Each classroom has its own cleaning materials. All surfaces are cleaned prior to the start of each day, during the day, and at the end of each day.</p> <p>Cleaning procedures are in place and monitored by SLT. Cleaning procedures include regular cleaning of key touch points.</p> <p>A daily health and safety check of classroom bases and the school site is undertaken by class teachers, the Headteacher and the Site Supervisor to allow any areas of concern to be dealt with prior to school opening to children.</p> <p>Deep cleaning has been carried out during the school holidays and will continue throughout the academic year.</p>
<b>3. Keep occupied spaces well ventilated</b>	
<p>When your school is in operation, it is important to ensure it is well ventilated and that a comfortable teaching environment is maintained.</p> <p>Refer to <a href="#">Simple steps to Good Ventilation</a> and the <a href="#">Ventilation Checklist</a></p>	<p>All rooms in the school have windows which are opened to create air flow and ventilation. Where possible windows will be left open during lessons, if this is not practical, windows will be fully opened when unoccupied to fully purge the air.</p> <p>At key points in the day ventilation is also improved through opening doors. At these times, increased consideration will be given to the security of the building. All doors and windows will be closed at the end of the day.</p> <p>A full ventilation inspection of all rooms in school will be undertaken at the start of term and revisited during the year. Any areas of school where there is poor ventilation will be identified and concerns addressed with the building surveyor to allow steps to be made to rectify this if necessary.</p>
<b>4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19</b>	
<p>Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine). If anyone in your school develops COVID-19 symptoms, however mild, you should</p>	<p>School will continue to work within Government guidance regarding Covid-19. In particular the following procedures are in place.</p> <ul style="list-style-type: none"> <li>• Twice weekly asymptomatic staff testing will continue from the start of term. The government plans to review this requirement at the end of September</li> <li>• Staff and visitors to school will be required to undertake a temperature check prior to entering the premises.</li> </ul>

<p>send them home and they should follow public health advice.</p>	<ul style="list-style-type: none"><li>• Isolation and testing of symptomatic members of the school community</li><li>• Regular updates and reminders to parents of Covid-19 symptoms and school and government procedures</li><li>• Children do not attend school with Covid-19 symptoms and should access PCR testing.</li></ul>
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### **Outbreak Management Plan**

In the case of a Covid-19 outbreak it may be necessary to revert to a different school organisation once again. These procedures would be similar to those we have worked under during the last 18 months so parents and children should feel confident and at ease with them. Any procedures within this aspect of our management plan would be adapted to meet the needs of our children following ongoing risk assessments and changes in government and DfE guidance.

The outbreak management Plan will be published on the School website at the start of the 2021/22 academic year.

Rachel Elleray, Headteacher, 28<sup>th</sup> August 2021