

**26<sup>th</sup> May 2020**

**Frequently Asked Questions**

**Statement from the Headteacher and Chair of Governors**

The Headteacher and Chair of Governors have agreed that the school has made appropriate preparations that will allow the school to continue to be open for Critical Workers and Vulnerable children from 1st June 2020.

The school will not re-open to the key year groups of Nursery, UFS, Year 1 and Year 6 until the Headteacher and the Chair of Governors are satisfied that the school is able to increase its capacity beyond the approximate number of 80 Critical Workers and Vulnerable children due in school on 1st June 2020.

The Headteacher and Chair of Governors are taking a cautious approach to the re-opening taking into account the views of staff, Wakefield council, the teaching unions and other stakeholders.

Any reopening beyond Critical Workers and Vulnerable pupils, will be phased, one year group at a time.

Please see below some of the questions that we have anticipated you may have about school from the 1<sup>st</sup> June 2020.

**Which year groups are returning to school?**

We are only opening to the children of Critical Workers and vulnerable children from the 1<sup>st</sup> of June.

The Government has asked from the 1<sup>st</sup> of June 2020 that primary schools open to children in Nursery, Reception, Year 1 and Year 6 alongside priority groups. The Government's ambition is to bring all primary school year groups for the last month of the Summer half term if conditions nationally make it feasible. This will be kept under review.

We want to make it very clear that since March 23<sup>rd</sup> the school has been open to children of Critical Workers and those children identified as vulnerable. These children are in year groups from Nursery through to year six. Critical Worker parents have been able to access the emergency childcare provision from 7.30am to 6pm free of charge Monday to Friday including Bank Holidays. Vulnerable children of key workers have been able to use the same provision as have children identified as vulnerable.

As part of the new Government Guidance to re-open schools from 1<sup>st</sup> June, we had to survey parents to identify themselves again as Critical Workers. This has seen a huge increase in the number of children who would be attending the provision in all year groups alongside vulnerable children.

This information on pupil numbers has aided the Senior Leadership Team to undertake an informed and thorough risk assessment.

**Why aren't all the children coming back?**

In our risk assessment we identified that we would be increasing our largest opening day in the emergency childcare of 26 pupils (average daily number being 15 children) to having 80 children in school every day. In order to make the return of pupils as safe as possible we risk assessed that there needed to be a gradual process.

**I am a Critical Worker does my child have to attend?**

**No. Parents are free to make their own decision.**

**If the School re-opens to Nursery, UFS, Year 1 and Y6, does my child have to attend?**

No. Parents will be free to choose if they send their children to school or not. All children in the selected groups are encouraged to attend by the government unless self-isolating or shielding. Parents will not be fined for non-attendance at this time and schools will not be held to account for attendance levels. No one with symptoms should attend for any reason.

**I am worried that my child has a health condition that makes them more vulnerable to the virus or that a family member is. Should I send them back to school?**

Children and young people who are considered extremely clinically vulnerable and shielding should continue to shield and should not be expected to attend.

Clinically vulnerable (but not clinically extremely vulnerable) people are those considered to be at a higher risk of severe illness from coronavirus. A minority of children will fall into this category, and parents should follow medical advice if their child is in this category.

Children and young people who live in a household with someone who is extremely clinically vulnerable and shielding should only attend if stringent social distancing can be adhered to and the child or young person is able to understand and follow those instructions. As we will not be able to socially distance children that strictly, it would be advisable for these children to remain at home.

Children and young people who live with someone who is clinically vulnerable (but not extremely clinically vulnerable) as defined in the social distancing guidance and including those who are pregnant, can attend. *DFE May 2020, if a parent decides to send them.*

Guidance on organisation from the 1<sup>st</sup> of June means that we have to organise very differently from the emergency childcare that we put in place on the 23<sup>rd</sup> of March. Our risk assessment is based on the new guidance.

**What are you calling the newly formed groups of children?**

We are calling the newly formed groups of children 'pods'.

**How many pods of children will there be?**

There will be initially be 9 pods of children.

**How will the pods be organised?**

Age group of children	Pod Name
Nursery	1
Wraparound	4
UFS	2
UFS	10

Year 1	5
Year 2	8
Year 3 & 4	3
Year 4 & 5	6
Year 5 & 6	9

### How many children will be in each pod?

Following guidance there will be no more than 15 children in a pod from Years 1 to 6 and no more than 8 children in a pod in EYFS.

**My Child has an EHC Plan and normally has additional adult support; I am a Critical Worker and will need my child to attend school. Will my child have their usual one to one support assistant?**

Where ever possible but this will depend on the Teaching Assistants health and well-being or if they are shielding.

### How will classrooms be organised?

Desks should be as far apart as the room allows. Teachers and Teaching Assistants are working over half-term to re-design classrooms to meet Government guidelines. The classrooms will look different to our normal organisation.

### Why can't my children (siblings) play with each other at break time?

To reduce wider contact with other pods and therefore reduce potential transmission.

### What hygiene measures will be in place to prevent transmission?

We will:

- Use the [COVID-19: cleaning of non-healthcare settings guidance](#) to inform our school specific risk assessments.
- Ensure that sufficient handwashing facilities are available. Some classrooms have sinks, others do not, therefore hand sanitiser will be available in areas without direct access to soap and water.
- Clean surfaces that children and staff touch, such as teaching resources, desks, chairs, doors, sinks, toilets, light switches, more regularly than normal.
- Provide lidded bins across school for tissues and ensure they are emptied throughout the day.
- Where possible, ensure spaces are well ventilated.
- Prop doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation.
- Employ an additional staff member to clean areas throughout the school day rather than just at the end of the school day.

We will ensure that all adults and children:

- Frequently wash their hands with soap and water for 20 seconds and dry thoroughly.
- Clean their hands on arrival at the setting, before and after eating, and after sneezing or coughing as well as before they leave.
- Are encouraged not to touch their mouth, eyes and nose.

- Use a tissue or elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it').
- Ensure that help is available for children and young people who have trouble cleaning their hands independently.

We will consider how to encourage young children to learn and practise these habits through games, songs and repetition.

### **Will children be confined to the same classroom environment most of the day?**

Government advice on the scientific evidence shows that the outdoor environment is much more manageable in terms of virus transmission. With the summer weather coming, we will use our outdoor space as much as possible. Each pod has their own assigned outdoor area.

### **How will lunch time work?**

The school will run a serving of a cold packed lunch, served in their own classroom. Classroom desks will be wiped clean before and after the packed lunch is served.

The school meals provider ISS will provide a packed lunch with a choice of 4 sandwich fillings each day.

Universal free school meal children (UFS, Y1 and Y2) will continue to have this provided for free. Children in Wraparound, Year 3,4,5 and 6 who are not eligible for Free School Meals will have to pay for the packed lunch via the Feeding Hungry Minds website.

Parents may send children into school with a packed lunch from home. Children must not touch other children's packed lunch bags. The bags will need to stay on each child's desk throughout the day as other children may not touch bags brought in from another pupils' home.

### **Water Bottles**

Children will need to bring a water bottle from home each day. It should be taken home each day and cleaned and re-filled ready for the next day. There will be a jug of water available in each classroom throughout the day to top water up.

### **My Child is not attending school, but we are eligible for Free School Meals, what will happen?**

Free School Meal children will continue to receive vouchers if they are not attending school.

### **What measures will school be employing to help prevent transmission?**

In addition to what has already been mentioned

We will:

- Give children a designated classroom and group (which we are referring to as their pod) for lessons and play, to minimise the opportunity for mixing.
- Regularly clean the setting.
- Not allow children to bring in their own resources such as pencil cases.
- Provide each child with a pack of resources for their sole use (pencil, ruler, eraser, pencil sharpener, whiteboard, whiteboard pen).

- Use PPE such as gloves, aprons, masks, hand sanitiser, googles and anti-bac wipes as identified in our risk assessments, when it is necessary to do so.
- Confine resources to rooms to minimise sharing and when sharing is essential (eg laptops and ipads), clean resources before transference.
- Organise lunchtimes and playtimes differently, keeping children in their pods.
- Be vigilant in identifying children with symptoms, isolate them in a room with ventilation and ask parents to collect them immediately. Staff will have access to PPE to wear whilst supervising the child.
- Remove and/or restrict access to unnecessary items in classrooms.
- Remove and/or restrict access to all soft furnishings, soft toys and toys that are hard to clean.
- Not share PE equipment. All pods will have their own PE equipment in a box.

**Will my child be expected to share resources, such as pens and pencils?**

Where possible, children will be given their own equipment, which they must not share with anyone else. They must not bring any equipment in from home. Laptops and Ipads that are shared will be cleaned with an anti-bacterial wipe after use. We cannot say that some resources will not be handled by more than one child, especially in Nursery and Upper Foundation Stage. We have spent nearly half a year teaching our youngest children that sharing is good! Children will be encouraged to maintain good hand hygiene. EYFS staff will select resources for use in the classrooms that can be washed each day after school.

**I'm a Critical Worker and my child has been in the childcare provision throughout. I have accessed the provision from 7.30am to 6pm to fit in with my working day, will these hours still be available.**

No. Sadly, as part of the guidance we now have to organise the school into pods. The children in each pod are not allowed to move from one pod to another in the same day or at anytime. In addition, we do not have sufficient staff or rooms to now run extended hours childcare.

**I'm a Critical Worker and I have only needed my child to access the school's emergency childcare for 2 days a week up to now. Do they have to attend every day from 1st June?**

The Government advice is that they strongly encourage eligible children to attend including priority groups. Ultimately it is the parent's decision. However, parents will not be penalised if they do not use the full 5 days a week provision.

**I'm a Critical Worker and I have only needed my child to access the school's emergency childcare between the hours of 10am to 2pm. Can I continue to have flexible hours?**

No. Each pod will have a staggered start and finish time. There is no flexibility within the new school timings for children to arrive late or finish early.

**Will everyone arrive at school at the same time causing an increase in risk?**

The school will organise a staggered drop off and collection time for pupils.

<b>Classroom</b>	<b>Pod</b>	<b>Drop Off</b>	<b>Pick Up</b>	<b>Drop off Zone</b>
Nursery	Pod 1	8.30am	11.30am	Area A
UFS	Pod 2	8.30am	3.00pm	Area C
UFS	Pod 10	9.00am	3.30pm	Area C
Y3/4	Pod 3	8.30am	3.00pm	Area B
Wraparound	Pod 4	8.45am	3.15pm	Area B
Year 1	Pod 5	8.45am	3.15pm	Area A
Year 3/4	Pod 6	8.45am	3.15pm	Area C
Year 2	Pod 8	9.00am	3.30pm	Area A
Year 5-6	Pod 9	9.00am	3.30pm	Area B

**The approach to drop off areas will be marked out with a 2m queue (just like a supermarket) and there will be a drop off zone from where the teacher will ask each parent to line up with their child with a 2m distance.**

**Only one parent or carer should accompany the child to school to minimise risk.**  
**Parents will not be invited to enter the building but will drop off as described above. Schools have no power under the law to enforce social distancing with parents other than to make that request. We strongly urge you to follow social distancing; if parents break social distancing on their journey to school, it makes all of the school's effort to keep children safe worthless.**

#### **What happens if I am late for my allocated drop off time?**

We kindly ask any latecomer to come after 9.15am, this is due to staff overseeing the arrival of the other planned pods. Latecomers will need to use the buzzer at the pedestrian gate. Your child will then be collected from the gate and taken to their class by a staff member. We urge parents to arrive on time.

#### **What happens if I am late for my allocated collection?**

There will be no staff on site after the end of the school day. This is to facilitate deep cleaning of our whole school each evening. The cleaning risk assessment requires all staff to leave the premises at the end of the school day to allow for the deep clean. All parents/guardians must be contactable by phone throughout the school day and at the end. In extreme circumstances we ask you to communicate as early as possible with the school office and a member of staff will be required to wait outside the building with your child. All parents are asked to ensure that their emergency contact details are up to date.

#### **I have 2 children in different pods being dropped off at different times what do I do?**

You should drop all your children off at the latest drop off time in the area for the child that should be arriving at that time. We have a list of families with siblings that this will affect. A staff member will take your children to their pod that has already arrived.

#### **I have 2 children in different pods being picked up at different times what do I do?**

Please arrive at the pick-up area for the child with the earliest drop off time- a staff member will bring the child from the later drop off time to the collection point to meet their sibling. We know this may sound complicated but there will be many staff members to support drop off and collection times and children and parents will soon learn the new routine.

#### **Will the school have assembly?**

No assemblies will take place in the hall. Class pods will have an opportunity for reflection within their daily session, but there will be no mass gatherings or daily acts of worship as a school for the time being. We will make use of video conferencing to interact between classes and for the children to hear messages from the Senior Leadership Team.

#### **My child is feeling anxious about coming back to school, how can I prepare him/her?**

You will need to prepare your child by talking about what school was like and what it will be like now. It will be different.

Sharing social stories can be really helpful for young children and help to express the situation in a clear factual way.

Discussing some of these FAQs with your child may help.

#### **Will children go straight back into normal lessons following the EYFS Curriculum or the National Curriculum?**

No, not initially.

The initial focus, for as long as we feel necessary, will be on supporting personal, social, health and emotional aspects of learning to support children's wellbeing. They have all gone through an incredible period of change and may have experienced loss on a number of different levels. This shouldn't be ignored. However, we also know that children like routine; therefore, new routines will quickly be established and when children are ready, we will continue teaching lessons as normal.

Mrs Kendall has designed and written a recovery curriculum which primarily focuses on a child's emotional and social well-being.

We will of course in Years 1 to 6 ensure that skills in English and Maths continue to be developed. In UFS there will be a focus on phonics, early reading, writing and mathematical understanding as well as the EYFS areas of learning.

Home learning will continue as it is now.

#### **How will you support my child's emotional well-being?**

In addition to that mentioned above, the staff in each pod can draw upon staff with specialist skills, who although they will not be able to have direct contact with your child, will be able to share specific resources to support.

We have increased our SENCOs working week to full time in order to support children at home and in School.

Our SENCO is also the lead for Children in Care and for post adoption children.

There will be plenty of opportunities for children to discuss their feelings, to rebuild friendships.

#### **Will staff and children wear masks or PPE?**

The Government guidelines states, 'The majority of staff in education settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain 2 metres distance from others. PPE is only needed in a very small number of cases including:

- Children whose care routinely already involves the use of PPE due to their intimate care needs should continue to receive their care in the same way.
- If a child becomes unwell with symptoms of coronavirus while in their setting and needs direct personal care until they can return home. A fluid-resistant surgical face mask should be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then disposable gloves, a disposable apron and googles should be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn.

#### **Will my child need to wear a school uniform?**

No, however in line with Government guidance we expect children to come to school wearing a fresh set of clean clothes each day. Trainers or school shoes may be worn, no heels, sandals or flip flops etc. Clothes need to be appropriate for outdoor learning and PE everyday. We will not be changing into PE kit.

Hats and long-sleeved tops may be needed for sun protection. We advise applying long lasting sun-cream before coming to school, labelled sun cream will be permitted however children will need to be able to apply it themselves. Children should also bring a sunhat with them to wear for outdoor learning. This is strongly advised.

#### **What should my child bring to school each day?**

We only want your child to bring a lunch box if they are having their own packed lunches. Children will need a water bottle. Coats and sunhats will be needed, especially as we will be using our outdoor spaces more. Labelled sun cream is permitted.

P.E. kits, book bags, ruck sacks, etc will not be allowed and will help to ensure that classrooms and cloakrooms are as clutter-free as possible.

#### **Will we allow visitors and volunteers into school?**

No. We will minimise additional adults coming in and out of school.

Only essential maintenance personnel will be allowed into school. No adult will be allowed in school without prior appointment and only for essential work. The school will use video conferencing to hold meetings wherever possible.

#### **Will extra-curricular clubs run (football club, multi-sports club etc)?**

No. These bring too many children into contact and mix the school groupings.

#### **Will the school office be open?**

Yes, but parents, children and staff from pods will not be allowed into the office. Parents are asked to telephone / email the school as opposed to presenting in person. We will not have our usual admin team in place due to health considerations for some staff. The temporary admin team will take a message and then contact the Admin Team who are working from home. Therefore, there may be delays in answering enquiries. We ask for

your patience in regard to this. Telephone calls that are returned to you will be from withheld numbers as staff will be returning calls from their home / personal phone lines.

**Will you continue to provide online home learning activities for children who do not return to school?**

We will continue to set home learning activities during term-time, so that all children have access to provision to support their learning.

Mrs Hemingway has been appointed to lead home learning. She will work with a small team of staff to plan lessons and upload these to the school website. Mrs Hemingway will also be interacting with parents and children via Twitter. Parents can continue to send children's work to school via e-mail to [homework@daneroyd.com](mailto:homework@daneroyd.com). The mailbox is monitored daily.

**Will class teachers still make weekly telephone calls to the children who are at home?**

Yes. These staff may not be your child's class teacher. Please use these opportunities to discuss any home learning enquiries, our staff can help with teaching concepts. Any specific difficulties will be passed onto our home learning team who will look for resources to support your family.

**Will children and young people be eligible for testing for the virus?**

The 'current' government advice is:

When settings open to the wider cohort of children and young people, all those children and young people eligible to attend, and members of their households, will have access to testing if they display symptoms of coronavirus. This will enable them to get back into childcare or education, and their parents or carers to get back to work, if the test proves to be negative. To access testing parents will be able to use the 111 online coronavirus service if their child is 5 or over.

However, the current Government guidance for children under 5- ie children in the Nursery, Wraparound and some UFS children is that they will not be eligible for a test. The Government advice is that parents will be able to call 111 if their child is aged under 5.

**Will teachers and other staff be able to get tested if they have symptoms?**

Access to testing is available to all essential workers. This includes anyone involved in education, childcare or social work – including both public and voluntary sector workers, as well as foster carers.

**What will happen if a child in the class shows symptoms?**

We will follow the Government guidelines set out below.

If anyone displays any of the symptoms of CoronaVirus, they will be sent home and advised to follow the [COVID-19: guidance for households with possible coronavirus infection guidance](#).

If a child is awaiting collection, they should be moved, if possible, to a room where they can be isolated behind a closed door, depending on the age of the child and with appropriate adult supervision if required. Ideally, a window should be opened for ventilation. If it is not

possible to isolate them, move them to an area which is at least 2 metres away from other people.

If they need to go to the bathroom while waiting to be collected, they should use a separate bathroom if possible. The bathroom should be cleaned and disinfected using standard cleaning products before being used by anyone else. PPE should be worn by staff caring for the child while they await collection if a distance of 2 metres cannot be maintained (such as for a very young child or a child with complex needs). In an emergency we will call 999 if they are seriously ill or injured or their life is at risk. Do not visit the GP, pharmacy, urgent care centre or a hospital.

If a member of staff has helped someone who was unwell with a new, continuous cough or a high temperature, they do not need to go home (although this will be offered to any member of staff if the case arises) unless they develop symptoms themselves (and in which case, a test is available) or the child subsequently tests positive (see 'What happens if there is a confirmed case of coronavirus in a setting?' below). They should wash their hands thoroughly for 20 seconds after any contact with someone who is unwell. Cleaning the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the [COVID-19: cleaning of non-healthcare settings guidance](#).

#### **What happens if there is a confirmed case of coronavirus in school?**

We will follow the Government guidance set out below. Note that this advice may change-

When a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario. (Except under 5's)

Where the child, young person or staff member tests negative, they can return to their setting and the fellow household members can end their self-isolation.

Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise schools and other settings on the most appropriate action to take. In some cases a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.

#### **Will the school take my child's temperature every day?**

**No, but we may use a non-invasive thermometer which points to the forehead if we suspect a child of having symptoms.**

**Will there be any school trips once school opens on June 1st?**

No. There are no plans to take the children out of the school grounds until further notice.

**How can I speak to the class teacher of the pod if we are not allowed into school?**

You can contact your child's class teacher by emailing the school or telephoning the office who will then pass the message on. As the classteacher has to oversee their pod all day, it may be a colleague who responds on their behalf. Classteachers will not be able to enter the school office during the day to use the school telephone.

**Why are different schools doing different things to reopen?**

Individual school circumstances are different - numbers in year groups, staff available to work, etc. We are working with Local Authority School Improvement Advisers and Wakefield Council and following their guidance. Our response is bespoke to our school.

**Will you have to practice fire evacuation?**

Yes, we will be practicing an evacuation on June the 1<sup>st</sup> without the fire alarm as some children will be in a new classroom. We will then have a fire drill with the alarm during the first week. Children with additional needs will have their personal evacuation plan updated. The SENCO will e-mail this to you as we cannot send a paper copy home.