



Johnstown Primary School Ysgol Gynradd Tre Ioan

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Head Teacher/Prifathro
Mr K McComas

17th June 2020

Dear Parents/Carers,

Check In, Catch Up, Prepare - Return to School Information

I hope you found the telephone conversation with your child's class teacher reassuring and helpful and supported you in making the decision whether or not to send your child/ren to school week commencing 29th June. I appreciate many of you are waiting for further information from us about what this return will look like. By the end of this week, the information you have provided staff will ensure that we will have the exact numbers attending so that the timetable over the 4 week period can be sent to you next week. If you decide to send your child/ren into school then **further induction information** will also be sent to you in order to prepare your child/ren as much as possible. You will not be able to turn up on the day without informing us as you will need to have an allocated space and be given the induction information.

We received the guidance from Welsh Government last week and we have spent time considering the safest and best way to bring pupils into school – our school capacity is 80 pupils including the childcare Hub, therefore timetabling for all age groups will require us to work together. The guidance is clear that schools should consider their own circumstances and ability to bring in all pupils in a safe way for staff and pupils. The purpose of this letter is to give you as much detail as possible regarding our reopening and measures being put in place for staff, pupils, and parents/carers. This, along with the risk assessment, has been completed with the Local Authority, the staff, the Governing Board and our Health and Safety Officers. Please understand that the arrangements proposed for Johnstown may differ from other schools so it is not advisable to compare. Each school has different phases of education and constraints in terms of staffing and accommodation and we are all planning for the wellbeing of our own schools and our own situations. We are also aware of the need to be flexible and allow room for change as the situation with Covid19 evolves. Due to logistics and accommodation restrictions, we will be unable to offer 'check ins' for part-time Nursery this term.

Class Groupings: Pupils will be in very small groups, in allocated classrooms. They will remain in their allocated classroom and group for the whole school session, or they may be involved in outdoor activities with the same group. The entrance/exit points for each group will be clearly marked and indicated on the timetable that you will receive.

Social Distancing: All members of the school community will be expected to adhere to social distancing rules and we will be supporting your child to understand what this means for them, their peers, and their teachers. Social distancing signage around the school will help to remind everyone of these expectations. School arrival and departure times will be staggered. We kindly request that you respect this when dropping off and collecting your child, as we need to take every measure to minimise people gathering outside the school. For everyone's safety, visitors to school will not be allowed and will only be permitted for essential/emergency reasons. Parents are asked to phone or email if they require further information.

Hand Washing: Pupils and staff will be required to wash/sanitise their hands thoroughly and regularly throughout the day. Correct hand washing will be modelled and supervised by staff, in an age appropriate manner. In addition, dedicated hand sanitising stations will be available around school.

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School capacity and timetable: Welsh Government guidance states that **no more than one third** of the total number of pupils should be on the school site at any time. We have worked alongside the Local Authority to calculate how many pupils we can safely have on site at any one time, taking into account floor space and the layout of the building. We are in the process of calculating the number of sessions we can offer pupils, in line with our capacity number. We are currently working on a draft timetable and will share this as soon as we have received definitive number of pupils attending. This information, along with school timings will also be sent to you via email.

Work stations: Every child will be allocated their own desk area and chair space and will need to work within this space, unless they are working outdoors. Each child will be given a pack of resources in school, solely for their use. Please **do not send in unnecessary items** from home.

Cleaning: Cleaning regimes will be significantly enhanced, with regular cleaning of frequently touched surfaces, door handles, toilets etc.

Clothing/uniform: Pupils **will not** be expected to wear uniform. Guidance suggests that pupils wear clothing that is suitable for the school environment, comfortable and easily washable. Ideally, clothing worn to school should be washed on returning home.

Food and drink: All **school kitchens in the county will be closed this term**. Therefore, **all pupils** will need to bring in their own packed lunch, snacks and drink (**this includes FSM learners**, as payment goes to families directly now). There will be facilities for filling water bottles.

Attendance: If parents choose not to send their children to school, this decision will be respected. Welsh Government have stated no fines will be issued at this time. Distance learning will continue for all pupils and it is vital that pupils engage with this. Pupils who are in receipt of a shielding letter should not attend school.

Staff will continue to support all learners of the school. For those pupils who are not attending, staff will continue to contact families to provide support and to assist with home learning tasks or any challenges that you face.

Symptomatic Pupils: If a pupil shows symptoms of Covid-19 whilst in school, there will be an isolation room made available for them. Parents will be contacted and expected to collect their child from school immediately. All areas where this person has been will be identified and a thorough clean down will occur prior to reoccupation, in line with Welsh Government guidance.

Home-School Agreement: There will be a revised **Home-School Agreement (to follow)**. This will outline expectations relating to health and safety and engagement in learning.

Emergency Hub Provision: Our school will continue to support pupils who are currently accessing hub childcare provision. However, please note that parents should still make every effort to care for children at home at this time. If a hub place is necessary, please continue to book using the Carmarthenshire booking system as you have been to date. From week commencing 29th of June, the Hub opening times will be from 8.00am to 3.15pm. From 3.15pm to 6.00pm, Glenhome Nursery, our private After School Club provider will be able to offer a limited number of places for pupils who are in the Childcare Hub or are in school on that day. Their contact details are 01267 232830. The running of this after school club is dependent on it's financial viability.

Risk Assessment: The school will be adhering to the Carmarthenshire County Council Risk Assessment Policy, in conjunction with the Welsh Government Guidance:

<https://gov.wales/keep-education-safe-operational-guidance-schools-and-settings-covid-19>

It is vital that no child is sent to school if they feel unwell; have any of the three identified COVID-19 symptoms (a new continuous cough, a high temperature or loss of taste or smell); or if they, or a member of the household, have tested positive for COVID-19 in the past 14 days.

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We will make every effort to mitigate and reduce risks as far as possible within our school setting. Measures will include frequent opportunities to wash hands, strictly limiting numbers of pupils and adults on the school site, social distancing and a stringent cleaning rota. WG guidance does not require the wearing of personal protective equipment (PPE) at this time by either staff or pupils, other than in cases where social distancing is compromised, eg. first aid, assistance with toileting and where bespoke packages of care and support dictate this is necessary.

The school retains the right to review its provision in line with statutory guidance and make amendments to its Risk Assessment Policy when and where necessary.

Year 6 transition: A number of dedicated days have been set aside in September for Year 6 to make the transition to secondary school. Further details on this will follow.

Key experiences: We look forward to welcoming your children back to school and will be focusing on well-being during these valuable 'Check-in, Catch-up and Prepare' sessions. Pupils will be able to connect with some of their friends and share experiences, spending time in the class group and outside in our lovely school grounds. There will be an opportunity for the class teacher, or a familiar adult, to **support any key issues** arising with a child's learning, in order to maximise or enhance future learning arrangements. It will be an important opportunity for everyone to become familiar with our new ways of working, which will include a 'blended learning' approach between home and school. Please see WG guidance for more details:

<https://gov.wales/guidance-learning-over-summer-term-keep-education-safe>

We appreciate that all your questions may not be answered in this letter. Please refer to the Carmarthenshire 'Frequently Asked Questions' pages which may be able to support you with your queries: www.carmarthenshire.gov.wales/education. Alternatively, please contact us so that we can reassure you in relation to the measures we have put in place.

Please be assured that, as a school team, we will do our utmost to make your child/ren's return to school as safe and as enjoyable as possible.

Thank you for your support and patience in this matter. We will endeavour to keep you involved and informed throughout the process.

Yours sincerely

Kevin McComas
Head Teacher