



Reopening of School - September 2020

Frequently asked questions

The school opens to all pupils on Thursday September 3rd. We are really looking forward to having everyone back in the building and moving forwards! As I am sure you know, usual school routines have been adjusted in the light of September's essential Risk Assessments. I hope that we can work together to make sure that the safety and wellbeing of our whole community is at the heart of our plans.

Below is a list of anticipated questions with, what we hope are, straightforward, succinct answers. It should give you the information you need to start the school year. Further details will be communicated as we approach the start of the new term. If you need clarification of any thoughts before then, please ask.

How will you keep my child and the Willow Brook workforce safe?

The leadership of Willow Brook school are required by law to think about the risks the staff and pupils face and do everything reasonably practicable to minimise them, recognising they cannot completely eliminate the risk of coronavirus (COVID-19). Our comprehensive risk assessments include government recommendations that are to be employed by all schools.

The essential control measures that underpin our strategy include:

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- active engagement with NHS Test and Trace
- formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable whilst working to teach the full curriculum

Our full procedure on managing symptoms and confirmed cases can be <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#history>

The School Day

What will my child need to wear?

Children will return to wearing a full school uniform. Grey or black jogging bottoms may be worn to help our younger pupils manage independently.

What will my child need to bring?

As little as possible. Your reading folder, a drinks bottle and a small morning snack. Children can bring a packed lunch or order a school meal.

You must not send toys, pencil cases or objects of any kind to share or show.

A small P.E. bag containing trainers/plimsoles, jogging bottoms or shorts. This will stay in school at all times.

All stationery will be provided for your child.

What will be the procedure for drop off and pick up?

We are required to do all that we can to uphold social distancing and we ask that you help us to achieve this. This means we will be using a staggered pick up and drop off times. **One adult** should bring a child to school. Our plans must show that we are mindful of the number of people we have on site and we ask for your help in keeping this to a minimum. We will be asking Years 3 – 6 to line up and enter the building independently.

When do I drop off my child?

At 8:45am, year 5 and year 6 will enter school through the driveway (that leads to the carpark) It will be coned off early and Mr. Castledine will be on duty to ensure that the entrance is safe. Parents are requested to leave their children at that point and encourage their independence in lining up.

At the end of the day, some of our older pupils will walk home by themselves. If Year 5 and 6 children are to be collected by parents, we ask that they observe social distancing on the school drive. Spacing will be marked.

At 8:50am, year 1, year 3, year 4 children should enter through the usual school gate. The teachers of each class will be on the playground to line the children up on the spot markings, where you will leave them. Teachers will then escort them round into the building.

At 9:00am Reception and year 2 children and their parents should enter through the usual gate. The teachers of each class will be on the playground to line the children up on the spot markings, where you will leave them. Teachers will then escort them round into the building.

ALL parents will follow the one-way system out of the playground by leaving through the carpark and down the drive. This will be clearly signposted.

What if I am late?

Please try your best to stick to our times. If you are late, you will need to wait at the front of the school for your child to be collected and escorted to their room.

What if I am early?

Please do not be early! We aim to minimise the number of adults and children on our playground at any one time and it will be busy. We are creating staggered entry times as close together as possible – if the system does not work, we will have to increase the gap between the times.

To make this system as efficient as possible, the school has done an analysis of sibling year groups so that the least number of families are inconvenienced. If you still feel that the gap between drop off times cause issues, please drop children off at the latest time.

When do I collect my child?

At 3:15pm Reception and Year 1 children will be handed over to parents. Parents will wait on the playground. Parents will use the one-way system to make a prompt exit to allow for the next year groups to be collected safely.

3:25pm Year 2, 3 and 4 children will be handed over to parents. Parents will wait on the playground. Spaces will be marked. Parents will use the one-way system to make a prompt exit to allow for other children to be collected safely.

3:30pm Year 5 and Year 6 children exit down the school drive. Parents collecting their children will wait on the drive. Children and parents will be encouraged to cross Willow Brook at the crossing where visibility is best.

What time will my child finish school on Friday?

All school days will now finish at the same time.

Where will my child spend their day?

Each bubble of up to 30 children will have their own classroom.

Reception will be with Mrs. Sampson / Miss Weston in Class R

Year 1 will be with Mr. Boyd in class 1

Year 2 will be with Miss Scott in class 2

Year 3 will be with Miss Brearey in class 3

Year 4 will be with Mrs. Best in class 4

Year 5 will be with Mrs. Smith in class 5

Year 6 will be with Mr. Jones in class 6

Teaching Assistants will work with each class as consistently as possible.

Classes will have an allocated outdoor spaces to play and learn.

Lunchtime

Government guidance states:

'separating groups and maintaining distance are not 'all-or-nothing' options, and will still bring benefits even if implemented partially. Some schools may keep children in their class groups for the majority of the classroom time, but also allow mixing into wider groups for specialist teaching, wraparound care and other aspects of the school day. (This) will still offer public health benefits...'

Lunchtimes will involve seating two classes in the hall at once, with some classes dining in their classrooms. We will manage this over two lunchtime sittings - one at 12:00 and one at 12:30. All children will get half an hour to eat, and half an hour to play outside. Whilst they might share the hall space, children will not mix between classes.

The kitchen will serve school meals from day 1. This will be a packed lunch during the first 7 days. Hot dinners will be available from the 14th September 2020 and will need to be ordered via the school office. Families will be asked to order hot meals for the week on a Monday. This system will be clarified in the first week of term.

Midmorning fruit is given to all pupils in our EYFS and Years 1 and 2. Universal Infant Free School Meals will be provided from September 3rd.

Will my child be able to go to Breakfast/After School Club?

Our Willow Brook Wraparound care will be operating after Monday 7th September. Due to staffing, social distancing and space in school, they will not be able to accommodate their usual numbers. You will need to register your need with the organisation directly at wbswrap@gmail.com who will give you further details of their provision.

Attendance and Illness

It is expected that all children attend school daily. The usual procedure for authorising absence and registering attendance applies.

What if my child is unwell in the morning?

If your child is unwell in any way do not send them to school. It is important that you telephone the office and register their absence before 9am. We expect that if children experience sickness you will keep them at home for the next 24 hours.

If your child or anyone in your household displays any symptoms of the Covid 19 virus you should contact us immediately. These symptoms include:

A high temperature

A new continuous cough

A loss or change to your child's sense of smell or taste.

What if my child becomes unwell during the day?

If your child becomes unwell during the school day or complains of feeling unwell, we will contact you and ask that you collect them immediately.

There is a strict procedure of removing a child to a safe space in school should they appear to display any symptoms of Covid 19 as mentioned above. Staff have been trained to deal with such a situation. You will be required to collect your child immediately and follow the correct procedure.

What if my child needs medication during the day?

Firstly, please ensure that any over the counter preventative medications are given before your child comes to school. 24-hour hay fever medication and sun cream can be purchased and applied at home. We encourage you to do so. Teachers can be given prescribed medication to administer during the day and should be handed over to the office by an adult with a completed medicine form. A copy of this form is available on the school website and can be emailed upon request from the office.

If you feel your child needs Calpol, they should not be sent to school.

Curriculum expectations

What will my child do during the day?

Government guidance clearly states that we should aim to teach *'an ambitious and broad curriculum in all subjects from the start of the autumn term but make use of existing flexibilities to create time to cover the most important missed content'*. Substantial modification to the curriculum may be needed at the start of the year, so teaching time will be prioritised to address significant gaps in pupils' knowledge and to address wellbeing, with the aim of returning to the school's normal curriculum content by no later than summer term 2021.

What about EYFS children in Reception?

Our youngest children learn and play in a different way to the older children. We do not expect 4 year olds to sit at a desk for large sections of the day. At times, children in reception will be playing in close proximity with each other and will share play equipment. This is vital for their development. Controls involving the cleaning of equipment and playing outdoors will stand alongside thorough hygiene practices and consistent groups. Adults will be expected to maintain an appropriate distance.

My child has missed so much. How will they 'catch up'?

After such a long break for many children, the first three weeks back at school will focus on routine and recovery.

Time will be invested in teaching good hand and respiratory hygiene practices and carefully helping children to understand the impact of Covid 19 on the social and emotional

development of themselves and those around them. This will be done in an age-appropriate way.

Teachers will slowly recap and recover curriculum content from the previous year. The focus here will be on basic reading, writing and numeracy skills. Teachers will plan sequences of lessons that address the gaps in their children's learning. We will then build on our early assessments.

Teachers will try to teach from the front of the class and aim to reduce close face to face contact. Children will sit facing the front. Teachers will mark books as usual and provide verbal feedback and help to children during lessons as safely as they can.

What about reading?

Your child's teacher will hear your child read and provides suitable reading books to share with you at home. Extra emphasis will be placed on reading this term.

Children will not swap and share books directly. Books will be held by school for 48 hours before being passed to other children. Year R and 1 will have their books changed twice a week. It may take a few days for these new routines to be established.

Extra-Curricular Clubs

We will not offer after school and lunchtime clubs until we feel confident to do so. There are many constraints on staff time, group mixing, equipment sharing, space in the school and timetabling. We hope to be able to restart clubs as soon as it is practicable to do so.

How will I communicate with the school and my child's teacher?

To help our staff manage an efficient drop off and pick up routine, we politely request that parents do not expect staff to engage in long conversations at these times. Teachers are available before or after school and are best contacted by telephone.

Whilst we usually love to encourage you to be sociable, we ask that once your child has been taken into the building you do not stay to talk in the playground or at the gate. This is part of the safety guidance we have received from the Government.

We request that you contact the office by telephone or via email. Should you need to leave letters, a drop box will be provided at the front of the school. Mrs. Roper will happily come out to talk if you wait at the marked point at the front of school.

If it is important for you to do so, you may contact staff via email. General enquiries should be made to Mrs. Roper office@willowbrook.notts.sch.uk or to me head@willowbrook.notts.sch.uk