



REOPENING BANSTEAD PREP SCHOOL FROM 1 JUNE

We are all looking forward to welcoming the children in Nursery, Reception, Year 1, and Year 6 back to school after half term. We have been working hard to develop our plans to partially open the school and can now provide further details of how we anticipate the school will operate day to day, providing there is no change to government advice before 1 June.

The children in these year groups will attend school every day, all day Monday – Thursday and **until lunchtime on Friday**.

The children will be allocated to a 'pod' with a maximum of 15 children and 2 staff in each. Their contact will be limited to those in the same pod. This reduces the number of contacts for everyone with the emphasis on isolating each pod from other pods, rather than physical distance between individuals.

Parents will not be allowed onto the school site for any reason. If you need to speak to your child's teacher, or contact the School Office, please email and we will respond or call you as appropriate.

Nursery children will use the back gate on Mellow Close to arrive and leave school. If you have older children to drop off, please drop them separately (see below). Nursery will be divided into two pods and will remain in the Nursery building and outside area throughout the day, including for their lunch. As parents won't be allowed on the school site, you won't be able to stay with your child to settle them. The children are familiar with the staff and surroundings, so we are confident that we can help them settle quickly. Of course, if they continue to be upset, we will contact you.

At the beginning of the day we will operate a double kiss and drop system on both sides of the carpark.

- Please don't park, exit your car or walk your child to the gate
- Children will be walked to the gate by a member of SLT or the site team (who will use hand sanitiser between each car) and meet up with their pod on the front field.
- To help with congestion, please aim to arrive at the following times:
 - 8.00 - 8.30 Nursery
 - 8.00 - 8.10 Reception
 - 8.10 - 8.20 Year 1
 - 8.20 - 8.30 Year 6
- Please be patient if you have to wait for other parents to drop off ahead of you.
- Each pod will have their own entrance and exit to the building and there will be a one-way system around school to avoid contact between pods.

At the end of the day we will operate a double pick up and your child will meet you in your car:

- Nursery between 2.30pm and 3.00pm
- Reception Pod 1: 2.45pm
- Reception Pod 2: 3.00pm
- Year 1 Pod 1 3.15pm
- Year 1 Pod 2 3.30pm



- Keyworker children pod 3.45pm
- Year 6 Pod 1 4.00pm
- Year 6 Pod 2 4.10pm

On Friday, the finish times will be every 15 minutes from 12.30pm.

- Nursery 12.00pm
- Reception Pod 1: 12.00pm
- Reception Pod 2: 12.15pm
- Year 1 Pod 1 12.30pm
- Year 1 Pod 2 12.45pm
- Year 6 Pod 1 1.00pm
- Year 6 Pod 2 1.10pm

Breaktime and Lunchtime

- A picnic style lunch will be provided Monday to Thursday so that the children can eat outside as often as the weather permits.
- The dining room will be available for use on wet days, with separate sittings for each pod, additional space between seats and cleaning between sittings. Nursery will eat in the Nursery building.
- Each pod will have their own part of the playground and timings of breaks will be staggered
- The children can bring a (nut-free) snack to school each day, in disposable packaging (Nursery children will be provided with a snack)

Cleaning and Handwashing

- The staff in each pod have a cleaning protocol and materials to ensure frequent cleaning of surfaces and areas such as door handles.
- Any equipment that is shared will be cleaned before and after use and any equipment that cannot be cleaned easily has been removed from the classrooms.
- Each pod has its own set of toilets and handwashing facilities
- The children will be supervised to wash their hands throughout the day: on arrival, before and after breaks and lunch, before and after moving outside or inside or to a different part of the building and before coming home.
- Please ensure your children wash their hands as soon as they arrive home
- Uniform rules will be relaxed so that clothing can be washed after each day at school before being worn again – this could include e.g. wearing PE kit one day and uniform the next.

Equipment

We will minimise the sharing of equipment between children and pods by having dedicated equipment for individuals and each pod as far as possible, or cleaning between uses.

- The children won't bring school bags each day so anything they may need should be brought on the first day and left in school e.g. change of clothes for younger children. We will let you know which days they will have PE and they can wear their PE kit and trainers all day to avoid bringing additional clothing or getting changed.



- Children in Year 1 and Year 6 should have their own fully equipped pencil case, which they should bring to school on the first day and then leave in their tray. Nursery and Reception will use equipment provided by school.
- We will have a stock of stationery in school from 1 June that you can purchase via ParentMail for your child if they are missing something they need.
- Please provide a water bottle that your child can keep at school. This should be named (both bottle and cap) and be as distinctive as possible. Bottles will be washed at school each day.

FREQUENTLY ASKED QUESTIONS

We've compiled the following answers to the questions you have already raised, and we will continue to add to them.

Would there be a consideration of reducing the size of a class and splitting them into smaller groups? Is the intention to create 'bubbles' of children and adults, meaning that my child will only ever have contact with these same maximum 15 children and 1 adult?

Yes. The government guidelines recommend using 'bubbles' (which we are calling pods) recognising that children, especially younger ones, will not be able to socially distance from each other. This means that we focus on reducing the number of individuals each person has contact with rather than reducing contact through physical distance between individuals. We have split each year group into two groups to achieve a maximum of 15 children and 2 adults for each pod.

Will the teachers be wearing gloves and masks? Will the children need masks?

Wearing a face covering or face mask in schools has not been recommended. The government advice is that face coverings may be beneficial for short periods indoors where there is a risk of close social contact with people you do not usually meet and where social distancing and other measures cannot be maintained, for example on public transport or in some shops, which does not apply to schools. Children of primary age should not wear face masks, as incorrect use may inadvertently increase the risk of transmission.

Staff will have access to PPE such as gloves as masks where close contact is necessary, e.g. if a child needs first aid or intimate care, or if a child becomes ill with Covid symptoms at school.

Will they be socially distancing at school? How can social distancing be enforced when the children are so young? Will they keep the 2-metre distance?

We will encourage social distance by spreading out across larger spaces and multiple classrooms and using outside space as much as possible, and for older children there will be space between desks. However, the government guidelines recognise that younger children will not be able to achieve physical distancing, and therefore aims to limit contact to smaller groups of people. If a child needs help or to be comforted, teachers will be there in the usual way.



Will days/hours be the same as usual? Will the days be split? Will you be providing before and after school care or after school clubs?

We have changed the times of the beginning and end of the day, and of break and lunch times to help keep pods apart. We will also finish early on Fridays to allow time for staff to prepare for the following week. We are sorry that it will not be possible to provide wrap around care because we would not be able maintain reduced contact between the children in different pods.

Will they have an altered timetable?

- **Would all topics be covered or would you consider reducing the number of subjects to reduce the time children spend at school?**
- **Will specialist staff still teach their subjects meaning the children are exposed to more adults?**
- **The government guidelines state that provision in a school should reduce the mixing of groups. I would be keen to know how this will be managed with regards to the timetable, streaming for core subjects, sports and break time etc.**

We will not be able to provide our usual curriculum. Some subjects cannot be provided under government restrictions e.g. swimming, and we will not be able share specialist teaching spaces such as the science lab, cookery room and art studio between pods. Since contact is limited to the members of each pod, we cannot use our specialist subject teachers in the usual way. All of our teachers are qualified to teach across the primary curriculum, and we are committed to providing a broad, rich learning experience at school.

Will the first few days be settling back in after having so much time off?

Yes, we expect the first few days will be strange for everyone and we will plan activities to help the children feel comfortable and safe in their surroundings and understand what to expect of new routines. There will be plenty of time for questions and whatever support the children need during the transition.

How do you intend to manage social times? How would children be guided to social distance during breaks, lunches and class time.

Each pod will have a dedicated outdoor play area where they can play together whilst avoiding mixing with other pods. At lunchtime, we will eat outdoors as often as can. The dining room will be available for use on wet days, with separate sittings for each pod, additional space between seats and cleaning between sittings. Nursery will eat in the Nursery building.

Where will classes be happening? in their normal classrooms or in larger places. Will it be the children's usual teachers & classrooms? Will the children stay in one classroom or still move around the school?

Each pod will have their own spaces around school. They will be able to spread over multiple classrooms as well as outside space. As far as possible, they will have teachers who are familiar to them, and usually teach this year group, but there may be some staff changes where necessary to keep clinically vulnerable staff safe.



Would we see some images of what he can expect / virtual tours etc given?

Yes. Pictures of how the classrooms and dining room will be set up will be shared with you this week.

Will there be a list of criteria sent to parents advising that they should keep their child home if they develop a new cough, fever or symptoms that might suggest covid? Similarly, if a parent is unwell, not to send the child to school?

If anyone becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they should follow the [COVID-19: guidance for households with possible coronavirus infection guidance](#) - to self-isolate for 7 days and for other household members to self-isolate for 14 days. If they develop symptoms at school, they will be isolated from others and sent home to self-isolate.

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. Parents can request a test through the 111 online booking system (or by calling 111 if the child is under 5).

If they test negative, they can return to school and others in their household members can end their self-isolation.

If they test positive, the rest of their pod will 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 or staff member in that group subsequently develops symptoms.

What if my child becomes unwell at school?

If your child is ill at school, we will contact you to collect them as quickly as possible. Please ensure you have arranged to be able to collect them if your usual emergency contact will not be able to under government restrictions.

Can my child attend part time? If my child doesn't return to school full time, will they be able to continue to learn at home?

We will continue to provide our remote learning programme only for children in Years 2 – 5, as provision for Reception, Year 1 and Year 6 will be available at school. For those children who do not return to school, our wider remote learning resources will be available e.g. online reading scheme books, Doodlemaths and Spelling Shed.

It may be possible for children attend part time e.g. by being collected at the time their pod usually goes to lunch or by attending full days but not every day of the week. If you would like to request part time attendance, please let us know and we can confirm what would be possible.

Will the children have a communication book? Or reading books?

As nothing should travel between home and school, we will continue to use the online reading scheme books. Communication between home and school will be with your child's pod teachers via email and phone.

These answers were prepared 20 May 2020. Please always check gov.uk for up to date advice.