

Romanby Primary School
The Close
Romanby
Northallerton
North Yorkshire
DL7 8BL

Headteacher: Mr. J. Foxwell

Telephone: 01609 781178
www.romanby.n-yorks.sch.uk
Email: admin@romanby.n-yorks.sch.uk

1st September 2020

Dear Parent/Carer,

The return to school for all children following the school's partial closure due to the coronavirus (COVID-19) pandemic.

I hope that everyone has had a good summer and that your child is looking forward to the start of the new term. I am writing to remind you of the steps we are taking to fully re-open to all children next week. This includes a couple of updates to the letter shared at the end of last term and will help your child prepare for their return to school.

We understand that the return to school is vital for your child's education and wellbeing. In planning to open up the school safely to all our children we are following the Government and Local Authority guidelines. While the risk to children becoming severely unwell due to coronavirus is considered to be low, we will continue to put social distancing and infection control measures in place, in line with the results of the relevant risk assessments, to help keep all members of our school community safe.

Should you have any queries or concerns after reading the information in this letter, please contact the school office via telephone on 01609 781178 or via email at admin@romanby.n-yorks.sch.uk to discuss these as soon as possible.

When the school will reopen

The school will re-open fully on Tuesday 8th September and will be open Monday to Friday. This is applicable to all children in all years, and any previous arrangements to limit school places during the coronavirus pandemic will no longer be in effect. The new Reception children will start on 9th September and will attend for half days only for the first two weeks. Updated information has been sent to these children.

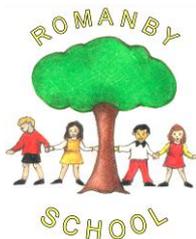
Attendance

Attendance for all children is mandatory from the beginning of the Autumn term, including for children who have, so far, been advised to shield at home. Children who are self-isolating due to presenting with symptoms of coronavirus, or have been exposed to somebody presenting with symptoms of coronavirus, must not attend school until the self-isolation period has passed or they test negative for coronavirus. If your child presents with coronavirus symptoms, the self-isolation period is ten days; if a member of your household presents with coronavirus symptoms, the self-isolation period for your child is 14 days.

All children will be expected in school on the first day of term unless they need to follow quarantine rules, following a holiday to a country on the Government quarantine list. If your child is unable to



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attend school as normal at the start of term please contact the school office so that we can discuss with you how your child can access remote education.

Getting to school

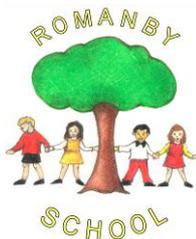
The school will be using staggered starting and finishing times until further notice, to allow for effective social distancing and infection control. Please see the table below for information on when we expect groups of children to arrive at school and when they should be picked up. Teachers will come out to collect the children in the morning and return them to parents in the same way at the end of the day. A designated area will be identified for each class. Parents can bring children onto the playground as it is safer than waiting outside the gates near the road but must adhere to social distancing guidelines with their children when on the playground. Please use the main gate to enter the site and the gate opposite the WI hall to leave the school site. If you have more than one child and they have different start times you can wait on the playground but please adhere to social distancing guidelines. If you arrive late please send your child in through the main door to be registered by the office staff.

Class	Arrival time	Pick-up time
Rec/Y1 Mrs Hugill	9.00am	3.25pm
Rec/Y1 Mrs Allen	8.50am	3.15pm
Y1/2 Miss Hillary	8.55am	3.20pm
Y1/2 Mrs Weeks / Mrs Crocker	8.50am	3.15pm
Y3/4 Miss Lewis	9.00am	3.25pm
Y3/4 Mrs Bradnam / Mrs Everitt	8.50am	3.15pm
Y3/4 Miss Payne	9.00am	3.25pm
Y5 Mrs Mayhew / Mrs Howe	8.50am	3.15pm
Y6 Mrs Seal	9.00am	3.25pm
Y6 Mrs Clarke	8.50am	3.15pm

If, for any reason, you are unable to pick up or drop off your child during these allocated slots, please contact the school office as soon as possible.



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Infection control and social distancing measures

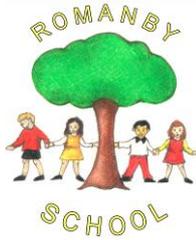
It is important that we maintain proportionate infection control and social distancing measures when we welcome back all children and staff. To ensure everyone's safety, we will be enforcing the following as part of our risk management plan:

- Anyone who is unwell and displaying symptoms of coronavirus will be asked to stay at home for ten days.
- Robust hand and respiratory hygiene practises will be encouraged and enforced.
- Enhanced cleaning will be undertaken as necessary, including cleaning any frequently touched surfaces throughout the day.
- The NHS 'Test and Trace' system will be actively used and followed.
- Limitations will be placed on the number of people staff and children encounter during the school day.
- Large gatherings will be avoided, e.g. assemblies and collective worship. Assemblies may be in classrooms rather than together in a shared space.
- Children will be grouped together in "bubbles" and asked to remain in these groups.
- As well as staggered start and finish times, we will have staggered breaks and lunch times to keep the children within their own groups as much as possible e.g. EYFS/KS1, Y3/4, Y5/6.
- Classrooms will be arranged to allow for social distancing and desks will be faced forwards to minimise face-to-face interaction between children. It is recognised that younger children will not always be able to maintain social distancing.
- Children will be asked to remain at least two metres away from members of staff, where practicable.
- Parents must not enter the school building unless they have made an appointment.
- Keeping spaces well-ventilated (e.g. by opening windows, or propping doors open where it's safe to do so).
- Learning and breaktimes will also take place outdoors where possible. Please make sure that your child is dressed for the weather. We aim to use the field and playground as much as possible.
- Washing hands frequently with soap and water for 20 seconds and drying them thoroughly e.g. when arriving in school, before and after eating, and after sneezing or coughing.
- We will operate a 'walk on the left' procedure in corridors.
- Children can bring a water bottle to school as the drinking fountains are not currently available. They can also bring PE kits, book bags etc. but please try to limit the size of bags due to the available space.

Should any of the above protective measures change at any time, including the need to close the school due to a local lockdown, we will contact you via email as soon as possible.



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Face coverings

At the present time the guidance is that primary aged children do not wear face coverings in school. However, if you wish, your child may wear a face covering to school but must remove it once on the school grounds. To prevent the risk of spreading germs on the covering your child must place it in a plastic bag with their name on and seal it. This must then be put in their school bag. They may then put on their face covering again when you collect them on the school playground. These coverings should be washed regularly. Disposable face coverings must be thrown away in the bin in the classroom on entering school. School staff will not be wearing face coverings in school unless they are looking after with a child with Coronavirus symptoms.

If your child becomes unwell

If your child becomes unwell at school and develops a new, continuous cough, a high temperature, or a loss of, or change in, their normal sense of smell or taste, they will be sent home immediately. They will self-isolate within the school and supervised, as necessary, until they can be collected. The school will contact you via telephone as soon as possible should your child need to go home.

If we do not have your up-to-date contact details, please contact the school office as soon as possible to notify us of any changes.

If your child becomes unwell at home and is presenting with symptoms of coronavirus (listed above), we ask that your child does not attend school and instead stays at home for the next ten days or until they test negative for coronavirus. We encourage all parents whose child is presenting with coronavirus symptoms to get their child tested and, where required, their family.

Please contact the school office via telephone to notify us that your child will not be attending. We also ask that you notify the school office as soon as possible with the results of any coronavirus tests your child has undertaken.

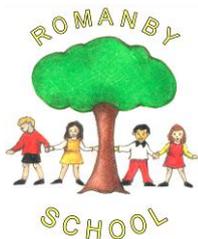
If there is an outbreak of the virus or a member of staff is ill we may need to close a class. If this happens learning will be online using Microsoft Teams. There will be more information about how this will work if it is required.

How children will be grouped

Consistent groups will be put in place when children return to school next week. We aim for this arrangement to help reduce the risk of coronavirus transmission by limiting the number of people children encounter throughout the school day. Enforcing group arrangements will also help us reduce the number of people who will be asked to self-isolate should a member of the group become ill with coronavirus and allow us to share resources.



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The children will be grouped using whole-class “bubbles” until the government guidance is updated. Groups will not be permitted to mix at this time, including during breaktimes and lunchtimes. We will continually review the effectiveness of enforcing these groups, as we understand this arrangement may present educational and logistical challenges.

Should any of the above group arrangements change at any time, we will notify you as soon as possible, as this may affect your child’s arrival and departure times.

Supporting children with SEND

We understand that some children with complex needs may find this transition back into school and a new routine challenging or stressful; however, we are committed to supporting each individual child fully as they return to school. If you require any support from the school SEND coordinator, Mrs Bradnam, please contact us to let us know.

We also understand that some of the protective measures identified in our risk management plan may not be suitable or practical for all children. We are, therefore, committed to helping all children stay safe as best we can and working with your child to help encourage good hand and respiratory hygiene and social distancing practices.

We will continue to provide educational and care support as normal to children who require it.

Catering arrangements

The school kitchen will be fully open from the start of term. Information about the choice menu is available at <https://www.northyorks.gov.uk/school-meals>. Free school meals (FSM) will be provided as normal.

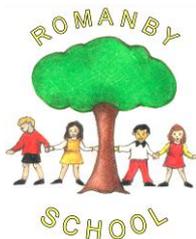
Children will be asked to remain in their designated groups at lunchtime. Most children will eat their lunches in the hall although some of the older children in KS2 will eat in their classrooms to begin with. There will be no free flow rota as before. Infection control and social distancing measures will be enforced during lunchtime and we ask that children do not share food, utensils, or cups at this time.

Educational visits

From the start of the term, schools can resume any non-residential educational visits that are within the UK; however, overnight visits will not take place until further notice. Protective measures will apply to all permitted educational visits, e.g. pupils will remain in their groups. At the moment we are reviewing any proposed visits and will inform you of any plans at the earliest opportunity.



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School uniform

We hope that all children will wear school uniform from the beginning of the Autumn term. We have been informed that uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.

We are mindful that these arrangements may not be possible for some parents who are facing financial pressures. Please contact your child's teacher as soon as possible to discuss any alternative uniform arrangements in preparation for September if necessary.

After-School Clubs

There will be no after school clubs for the time being. We will monitor the situation as the term progresses to see what extra opportunities we can offer the children.

Curriculum

We will continue to use the Imaginative Learning Projects (ILP's) to provide as full a range of subjects and activities as possible. Over the next year, our curriculum and timetable will be more flexible to respond to the different needs of the children. We understand that some children will be anxious about returning next week and will prioritise their wellbeing and emotional response to the pandemic by including lots of personal and social education, wellbeing, creative arts and outdoor learning as well as Reading, Writing and Maths. Curriculum plans for the term are on our school website along with Knowledge Organisers for the first KS2 projects.

Further government information about school re-opening can be found at www.gov.uk/backtoschool. Please help us by talking to your children about the changes taking place in school.

We would like to thank you for your continued hard work and co-operation during the coronavirus pandemic. We will review all these arrangements as any new guidance is published and are committed to supporting you and your child as they transition back into school routine. Should you have any queries or concerns about your child returning to school, please contact the school office via telephone on 01609 781178 or via email at admin@romanby.n-yorks.sch.uk and we will be happy to discuss these with you.

We are looking forward to welcoming all the children back to school next week.

Yours sincerely,

J. Foxwell



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