

Friday 15th May 2020

Dear Parents,

I am writing to provide more detail following Mr McCarthy's update to you all last Friday. On Thursday afternoon of last week, we were informed as a result of MOD Schools beginning their consultation with teaching unions, any plans to begin phased re-opening for learning would have to be delayed until the consultation had been concluded. Yesterday, we were informed by **Abrilli Phillip Chief Education Officer of MOD Schools that "Unfortunately, at this moment DCYP is unable to approve the full or partial re-opening of any of our schools and settings, without meaningful TU consultation."** The consultation process will hopefully conclude week beginning 25th May. As it stands, we currently await permission to formally commit to a re-opening date.

We have however, taken the decision to release details of how we intend to begin to re-open safely. We believe by doing so, when we receive the permission to re-open, we can do so swiftly and smoothly. I am hoping at some point in the near future we will be in a position to be able to confirm a start date. I want to reassure you that colleagues at Attenborough are very keen to re-start 'safe' face-to-face learning as the vast majority of you are also. We would like to thank you all for the amazing support you have given to remote learning to date.

Outline of planned phased re-opening based on current guidance provided by our host nation and the UK.

Phase 1: to begin after permission is received to re-open

Year Group	Day	Start time	Session 1	Snack	Session 2	Lunchtime	Session 3	Finish time	Teacher
6	Monday to Thursday	0850hrs	0855-1030hrs	1030-1050hrs	1050-1215hrs	1215-1235hrs	1235-1340hrs	1340hrs	Mrs Cunningham
5	Monday to Thursday	0840hrs	0845-1010hrs	1010-1030hrs	1030-1210hrs	1210-1230hrs	1230-1330hrs	1330hrs	Mr Sherwin
4	Monday	0915hrs	0920-1050hrs	1050-1110hrs	1110-1245hrs	1245-1315hrs	1315-1335hrs	1350hrs	Mr Wallace
3	Tuesday	0915hrs	0920-1050hrs	1050-1110hrs	1110-1245hrs	1245-1315hrs	1315-1335hrs	1350hrs	Mrs Kopp

In addition, Year 3 and 4 pupils will also attend face-to-face sessions every Friday as detailed below:

Year Group	Day	Start time	Session 1	Snack	Session 2	Finish time	Teacher
4	Friday	0850hrs	0855-1030hrs	1030-1050hrs	1050-1215hrs	1215hrs	Mr Wallace
3	Friday	0840hrs	0845-1010hrs	1010-1030hrs	1030-1200hrs	1200Hrs	Mrs Kopp

Phase 2: At least one week after Phase 1 is initiated

Year Group	Day	Start time	Session 1	Snack	Session 2	Lunchtime	Session 3	Finish time	Teacher
2	Wednesday	0915hrs	0920-1050hrs	1050-1110hrs	1110-1245hrs	1245-1315hrs	1315-1350hrs	1350hrs	Mr Parkinson

Further consideration will be given to determine whether Year 2 from the second week of phase 2 can also attend face-to-face sessions every Friday between 0845 and 1210hrs. An update will be provided in due course, confirming all exact dates.

Currently, we are awaiting further guidance around safe practice for social distancing for younger learners prior to confirming any face-to-face learning opportunities for Year 1, FS2, FS1 and our Nursery children. Remote learning will continue at present for these children. Please let me reassure parents of these learners that we will update our approach to re-opening if required, in response to the latest safety guidance in the weeks ahead. We will also commit to reviewing Phases 1 and 2 on a weekly basis in the attempt to further increase face-to-face learning opportunities for Years 2, 3 and 4.

Necessary changes to our school routine to ensure safety for all

In addition to the changes in the timings of the school day stated above, the following are further details of how we are required to adapt daily routines to ensure safety for all. This is based on current guidance given to MOD Schools.

Attendance

Clinically extremely vulnerable children or family members within household

If your child, or a member of your household, is in any of the groups listed [here](#) your child must not attend school. Please contact Mr McCarthy via the school office and we will make the necessary arrangements to support your child(ren) with continued remote learning.

Parental right

If you would rather that your child(ren) not attend school at this time due to concerns regarding COVID-19, then this is permitted under current guidance. We do however, ask that you communicate this via email to Mr McCarthy Attenborough.dht1@modschoools.org for all children involved in the planned re-opening for Phase 1 and 2 by Monday 1st June.

Illness and presentation of symptoms at home

We are asking parents to exercise extreme caution during this time. Children or school staff should not attend face-to-face learning in school if any of the following apply:

- They have been ill, with a fever OR cough, in the last 14 days
- Anyone in your household has been ill with a fever OR cough in the last 14 days
- Anyone in your household has had contact with someone who is now displaying COVID-19 symptoms in the last 14 days

We kindly request that you closely monitor your child's health and if in doubt, please keep your child(ren) at home and inform the school as soon as possible.

Illness and presentation of symptoms in school

If any individual (child or adult) presents with symptoms in school then they will be asked to immediately apply their face and nose covering. The individual will have their temperature checked by a qualified first aider with appropriate PPE using a contactless thermometer in our First Aid Room. A decision will then be taken as to whether the individual is required to be returned home and the above conditions will then apply. All children who present with symptoms in school will need to be collected swiftly from the First Aid Room (situated next to the school chimney!).

Social distancing

During attendance at school, it is expected that all children will remain 2 metres apart throughout the day. Classrooms have been designed to ensure this, in addition to daily Physical Activity, so for these periods face and mouth coverings can be removed. In addition, during snack and lunch consumption, social distancing will also be ensured so children will be asked to remove their nose and mouth covering. All children will be required to wear coverings at all other times during the school day, e.g. on arrival and leaving the school site and when moving through corridors and using toilet facilities.

Start and end of the school day

All children are to arrive to school by car at the start time stated above. Access to Sennelager Garrison will be via the main entrance. I will open the school gate and greet all children at the school's main entrance and we ask all

parents to remain in, or by their cars to significantly reduce the possibility of any crowding during drop-off. Should you wish to speak with myself, please do ensure you are wearing face and nose covering. At the end of the school day, I will release the children via the side gate (situated near to the KS2 Garden Area) at the scheduled time. We ask that parents again remain in, or by their cars, exercise social distancing and wear nose and mouth covering should they wish to speak to myself. On sight of your presence, children will be released safely back to you.

Hand-washing

Supervised hand-washing will occur at scheduled times throughout the day. These are planned when classes are required to move throughout the school or prior to consuming food. In addition, hand sanitiser will be positioned in key areas around school to ensure best practice in terms of hand-hygiene. Antibacterial wipes will be used to clean down all stair rails at least three times daily.

PPE for all

All teachers and children will be expected to wear nose and mouth coverings when social distancing of 2 metres cannot be ensured. This includes before entering and on leaving the school building during scheduled times. Face coverings can be supplied to children on arrival (if required). Alternatively, children may wear their own face covering.

Packed Lunch and Snack time

All Year 5-6 children will require a packed lunch and a mid-morning healthy snack(s) daily between Monday and Thursday until further notice.

All Year 3-4 children will require a packed lunch and mid-morning healthy snack(s) on Monday (Year 4) and Tuesday (Year 3). Each Friday, Year 3 and 4 children will only require a morning snack(s) as lunch will not be served to allow for an extensive deep clean of the hall every Friday afternoon. The hall will be cleaned daily also.

For Year 2 children, prior to their return in Phase 2, as part of the free school meal initiative for all KS1 pupils, packed lunches can be supplied to school by the Naafi. Parents will be contacted prior to any Year 2 return when additional information about lunches will be provided and with instruction how to register for a free packed lunch each Wednesday.

As the weather is likely to get warmer in the coming weeks, to ensure that the contents of each lunchbox remain cool- please can ice/cool packs be included within a child's packed lunch box each day.

Toilet procedures

All children will be assigned a designated toilet and hand-basin (in some classes this may involve sharing with another child). Named labels will be added to toilet doors and by wash-basins. Each class will also only use their designated toilet area. Urinals for the boys will not be labelled as they can be used without the need for any hand/skin contact with external surfaces. Children will be encouraged to wash their hands thoroughly and report any other 'by chance' meeting with other pupils in the toilet area. This will allow us to simply record the contact should any child begin to demonstrate symptoms. To attempt to prevent such, all class teachers will operate a toilet sign-in book and children will be encouraged to access the toilets individually where and when possible. Please let me assure you, that all children will be permitted swift use of the toilet facilities when required as is our standard practice.

Working areas

Shared areas such as Cloakrooms and ICT suite will not be in use. However, key shared areas have been organised to meet social distancing guidelines, including the staffroom where all adults will continue to exercise social distancing.

Classroom air circulation

All teachers are required to open all windows and doors to their classrooms for the entire school day. This is to improve air circulation. Current research suggests that good air circulation and outdoor learning, can reduce the likelihood of transmission.

Forest School, PE and Outdoor Learning

We are lucky to have numerous extensive outdoor learning areas. Forest School and Outdoor learning will be encouraged by all class teachers. As these sessions are outside and social distancing can be maintained using space we will continue to run these provisions. Class teachers will inform all parents on Seesaw when the Forest School area will be accessed to ensure children have appropriate footwear when needed. Physical Education will also be taking place in our Community Hall or outside using our x3 playgrounds enabling free movement and an enjoyment

of personal physical activity. Children will not be required to bring in PE kit, however having a pair of trainers each day will allow them to access the physical activity programme.

Individual stationary, workstations and lunchtime seats

All children will be assigned an individual workstation within their classroom at least 2 metres apart from others- these will remain the same until further notice. They will also be assigned a seat for each lunchtime, when again a 2 metre distance between themselves and a friend will be ensured. Children are not required to bring in any personal stationary, a personal set will be given to each child and will remain on their own workstation. The sharing of stationary will not be permitted in any classroom. If pupils require learning aids/support, these will be allocated on their personalised workstation.

Reading Books and Documents for the School Office

We will be safety storing all returned library books for the recommended 72 hours prior to returning them for re-selection in the library. This procedure will also be followed for any documents brought into school by parents or visitors. For this there will be a number of secure post boxes for all parents and visitors to leave their paperwork in. We will also be ensuring that our latest communications are easily accessible on our leaflet stand located by the main school entrance next to a hand-sanitising station.

School Uniform

As there are lots of necessary changes to the children's experience of our school, we believe that a sense of normality and unity will be maintained if children attend in school uniform.

Home/ Remote Learning

As Phase 1 and 2 involve a rota system of face-to-face teaching and remote learning for certain year groups the chart below outlines current planned provision for learning throughout the week.

Year group	Monday	Tuesday	Wednesday	Thursday	Friday
Year 6	Face-to-Face	Face-to-Face	Face-to-Face	Face-to-Face	Remote
Year 5	Face-to-Face	Face-to-Face	Face-to-Face	Face-to-Face	Remote
Year 4	Face-to-Face	Remote	Class Zoom meeting	Remote	Face-to-Face
Year 3	Remote	Face-to-Face	Class Zoom meeting	Remote	Face-to-Face
Year 2	Remote	Class Zoom meeting	Face-to-Face	Remote	Remote initially

Feedback from Parental Survey- Risk Assessments

Thank you to all who have completed the parental 'confidence' survey. We will be sharing our Phase 1 and 2 Re-opening COVID-19 Risk Assessment document with all parents in full on Seesaw, and on our school website in the coming weeks prior to any re-opening. In addition, we will be completing room by room risk inspections with MOD Schools Health & Safety Advisor Mark Harris, Garrison Infrastructure Advisor Gareth Medlock and Naafi Cleaning and Catering Services. **In the coming weeks, class teachers involved in Phase 1 and 2 re-opening, will all be providing further 'child-friendly' communication with all children in the attempt to explain and re-assure.** We will also endeavour to address any of your individual questions or concerns.

Please stay safe and well. If you have any concerns about the information given in this update, please do direct these to Attenborough.sbm@modschoools.org and these will be forwarded on for response.

Yours sincerely,



Mr Andrew Chapman
Headteacher