

# Queen's Inclosure Primary School

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20<sup>th</sup> May 2020

Dear Parents and Carers,

As you will be aware, the Government recently announced its ambition to gradually bring all primary children in England back to school before the end of the summer term. Although this is subject to their criteria relating to the coronavirus infection being met, we have been planning how we will implement the phased return of our children to school in line with the Government guidelines from June 1<sup>st</sup> 2020.

As Headteacher, there is nothing I want more than to have all our children safely back in school, but I accept this is unlikely to happen any time soon. The Government's intention is for Years F, 1 and 6 to return from 1<sup>st</sup> June. We have spent a considerable amount of time trying to find ways to implement the guidance we have been given and I have liaised with staff, our Governing Body, and colleague Headteachers in our cluster to find solutions.

Our first priority is to keep the children and adults as safe as possible and adhering to the guidelines within the context of our school, and this needs to be done gradually and progressively. The high staffing level demanded to support current safety measures effectively will only allow us to begin with the return of our **Foundation cohort in addition to our Key Worker children** in the first instance.

After the full time return of Year F, each week we will look at the feasibility of other year groups returning, starting with Year 1 and then subsequently Year 6.

Subject to any change in the situation, or new government guidelines, we envisage the following:

Year Group	Return Date
Keyworker Children in all Year Groups (where essential)	Monday 1 <sup>st</sup> June – you MUST register (see below)
Year F	Thursday 4 <sup>th</sup> June onwards
Year 1	To be evaluated following the return of Year F - but no sooner than Thursday 11 <sup>th</sup> June
Year 6	To be evaluated following the return of Year 1
Years 2, 3, 4 and 5	Continue Learning from Home and await further Government Updates

This decision follows close consultation with our Governing Body and is agreed by our Local Authority. We will therefore proceed on this basis, communicating with parents as the situation evolves. Further information for Year F parents will be provided in a separate letter, later this week. We will also be asking all **Year F** parents to complete a questionnaire on our website, to help us with our planning.

## Clinically Vulnerable Groups

Children who are considered extremely clinically vulnerable and are shielding, should continue to shield and are NOT expected to return. Children who live in a household with someone who is extremely clinically vulnerable and shielding should contact us for further guidance. Parents of a child who is clinically vulnerable but not extremely vulnerable should follow medical advice.

**Key Worker parents who had anticipated their Year 1 or Year 6 child returning to school on 1<sup>st</sup> June will still need to register for emergency childcare, if they have no other provision.** Regrettably, we are not able to provide childcare for parents of children in these year groups who are not Key Workers, at this point in time. Please be aware that our Emergency Childcare provision is for the full school day.

## **The process to access Emergency Childcare if you are a Key Worker is:**

1. Complete the **Register as a Key Worker** form and submit it to us. *This needs to be done once only.*
2. Complete a **Health Declaration** for your household. *This needs to be submitted each time your child returns to QI after an absence of greater than 7 calendar days.*
3. Complete an **Emergency Childcare Requirements** form. This usually needs to be submitted by 3pm every Wednesday for the following school week, to enable us to arrange staffing and ensure appropriate staff:child ratios.

Please visit: <https://www.queensinclosure.hants.sch.uk/page/?title=Key+Workers&pid=79>

### **Keeping Safe in School**

For the returning Year F children (and any other subsequent returning Year Groups) in addition to the children of Key Workers, we will have the measures listed below in place. These measures are in line with the Government guidance and aim to reduce the risk of transmission of the coronavirus to ensure the safety of children and staff as far as is possible.

- We will limit the number of children in each classroom to a maximum of 15 and re-arrange the layout of the classrooms to encourage distance between children. We acknowledge that this can never be the recommended 2m.
- Children will remain in their classroom groups (their 'bubble') throughout the school day to minimise mixing. This means that your child may not have their usual class teacher or support staff. There will be two staff allocated to each 'bubble'.
- Children will continue to be encouraged to wash their hands regularly and properly.
- We will continue to encourage good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach.
- Anyone in school who presents with any symptoms consistent with coronavirus will be isolated immediately and will have to evacuate to their home as soon as this can be arranged. It is expected that the person will have a Covid-19 test and the results be communicated to the school. The rest of the classroom group (children and adults) will also be asked to begin a self-isolation of 14 days or until a negative test result can be confirmed.

**Anyone (child or adult) from a household with any other members who have suspected symptoms will, of course, be expected to self-isolate for 14 days.**

- We will maintain a rigorous daily cleaning programme of the building and equipment.
- We will avoid activities that involve direct contact or mixing, as far as this is achievable.
- Start of day arrival and end of day collection times will be staggered. However, as more children return to school, the numbers of children and parents will inevitably increase during each time slot. Please note that the school day for Year F, and any further year groups returning to school, will be shorter than our current day. For the children of Key Workers, the times of day will remain the same (8:30/8:40 to 3:20).
- Morning breaks and lunchtime breaks will be staggered and each classroom group (bubble) will have a designated play area – to minimise any mixing of groups.
- If any child requires first aid, intimate care or presents with Covid-19 symptoms, any member of staff within 2m will be required to wear personal protective equipment (PPE).

In addition, at QI:

- At lunchtime, all meals provided by the school will be eaten in the classrooms, and will ONLY be the 'lunch box' style of meal. The lunch box meals will be served to eligible children (Universal Free School meals in Year F, 1 and 2 as well as those eligible for Free School Meals in KS2). Lunch Box meals will also be available to order as usual for KS2 children. There will be no hot meal provision.
  - Children are welcome to bring their own packed lunches to eat within their classroom (bubble) group.
- We will be implementing a clockwise one-way pedestrian route around the school building for the safe drop off and collection of children. Please be patient with us as it is likely to take longer to deliver and collect your child than usual. Our pavement markings include a line that is 2m from the classroom doors and white arrows to show the route around the building.
- We ask that **only one parent** accompanies their child to school to help implement appropriate social distancing for all adults and children.
- We ask that all children from different classroom groups (bubbles) maintain a 2m distance from each other before and after school.
- Parents will not be permitted inside the school building, other than for essential interactions with the school office which cannot be achieved by other means (i.e. telephone/email). In addition, there will be a route and queuing markers for approaching the office front desk.
- We will not be opening the Aintree entrance to the site until further notice.

Further details of times, drop off, pick up and other procedures will be communicated separately to each Year Group as required.

This is a difficult and unprecedented situation, and we will do our very best to minimise the risk to children and adults. Despite this, however, we are unable to guarantee that children will not be exposed to the coronavirus (COVID-19). We understand that many of you will be anxious to return your child to school and need make you aware that there will be no sanction if you choose not to take up the offer for your child to return to school at this time.

Further information about the current situation can be found in the government's guide for parents:

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

A link to this document is available on our website on the 'Coronavirus Information and Current School Communication' page.

#### Free School Meals for children remaining at home

We will continue to provide food parcels for children who are eligible for free school meals and are staying at home. If you have not yet registered for this and think you may be eligible, please see our website:

<https://www.queensinclosure.hants.sch.uk/page/?title=School+Meals&pid=87>

#### Breakfast Club

Unfortunately, due to the current Government guidelines to keep children in one 'bubble' only, we are unable to offer our usual Breakfast Club provision for any children attending school at this time. We appreciate that this may make things difficult for those of you returning to work, but know you will understand that we must follow the guidelines and ensure the safety of all children and adults.

We hope you find this information helpful in enabling you to make decisions and plans for after half term, particularly if you have a child in one of the priority Year Groups. As always, I thank you for your support and understanding.

Yours sincerely



Mrs J Allen  
Headteacher