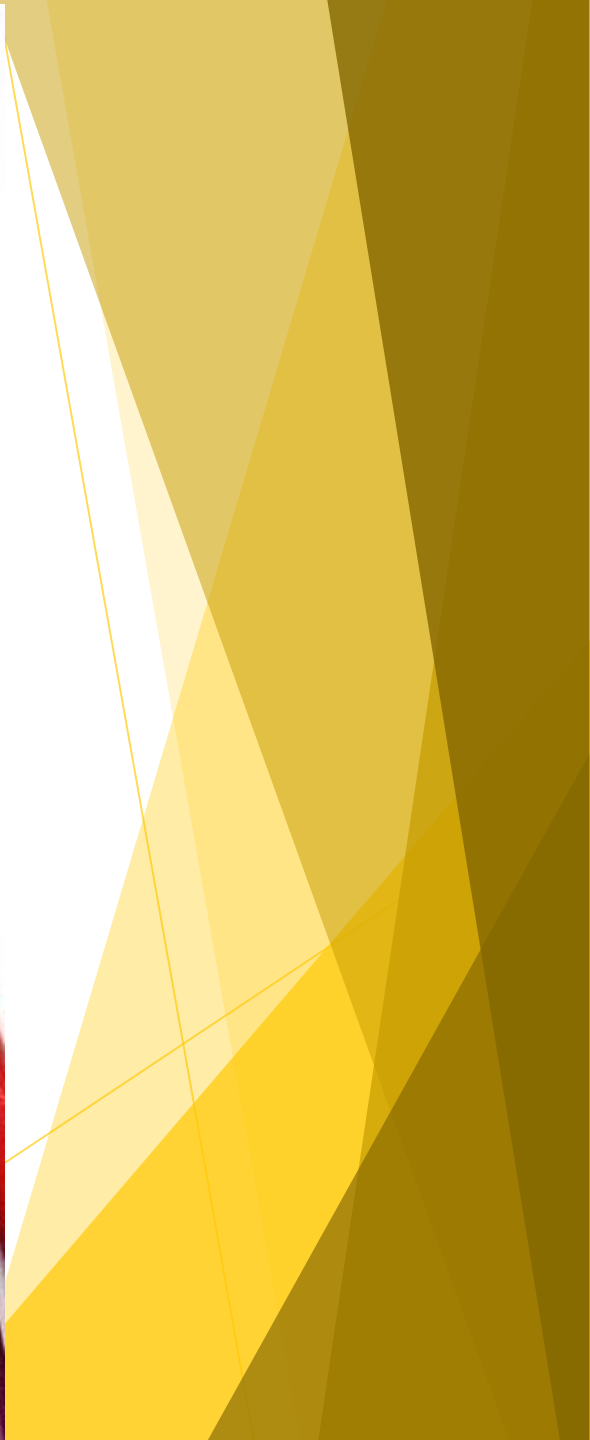
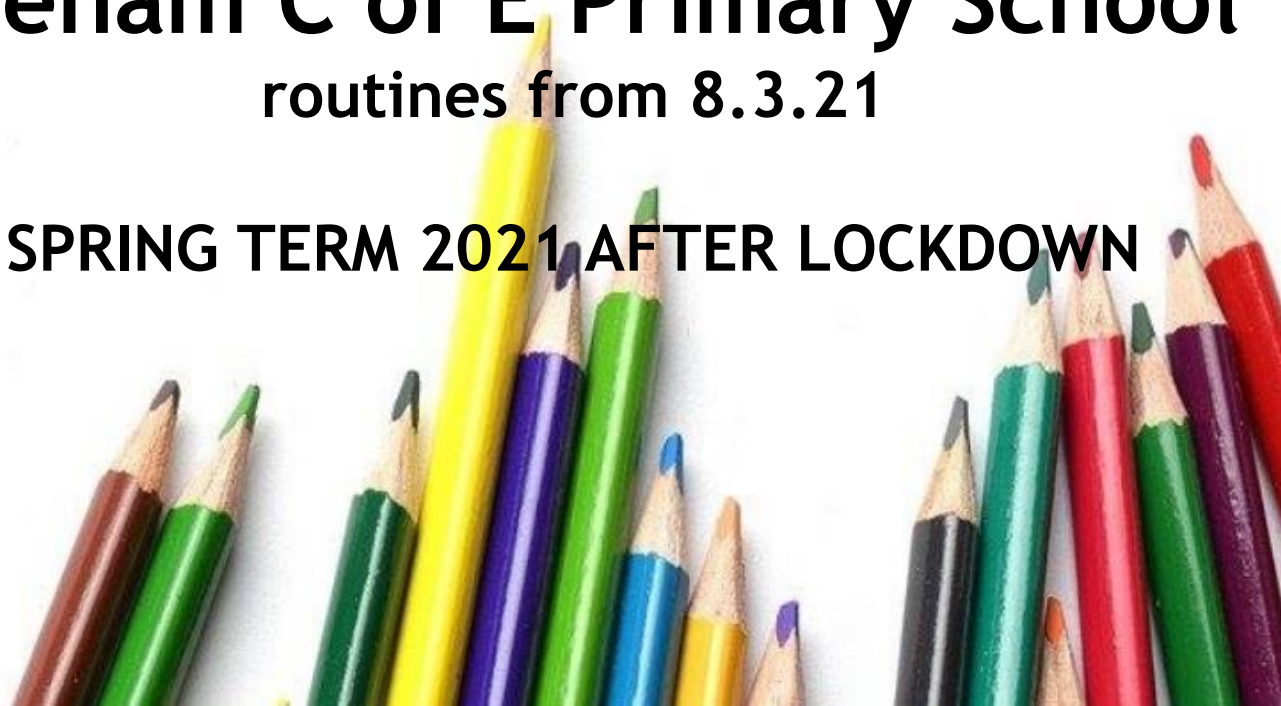




BACK TO SCHOOL PARENTS' GUIDE

Isleham C of E Primary School
routines from 8.3.21

SPRING TERM 2021 AFTER LOCKDOWN





This information pack has been drawn up to take into account the latest County Council and government guidance for schools with regard to the full opening of schools last updated on 22.2.21

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

If you have any concerns or queries, please do not hesitate to get in touch with the school via email:

**office@isleham.cambs.sch.uk
or telephone 01638 780336**



Attendance from 8th March 2021

Please note that all pupils (from Reception to Year 6) will be expected to attend full-time from the 8th March 2021, except in exceptional cases where a child is extremely clinically vulnerable and has a medical certificate to state that they should be learning at home (remote learning), or in cases where a child is unable to attend due to sickness or illness or self isolation whilst they or a family member await a Covid-19 test or in cases where self-isolation has been advised by Public Health England contact tracing.

Please let Mrs Dennis know as soon as possible if you feel any of these scenarios may apply to your child via finance@isleham.cambs.sch.uk or office@isleham.cambs.sch.uk If your child is isolating for one of these reasons, school work for your child will be made available online via the ClassDojo platform if he or she is well enough to complete it.

All absences should be avoided whenever possible, including non-emergency dental & medical appointments, which should be booked outside school hours whenever possible. Parents risk being fined for children's non-attendance.

It is essential that children (and all of their possessions needed for the day) should arrive and be collected within the specified times indicated later in this leaflet to avoid unnecessary visits to the school site by parents or other adults during the working day.

What to wear & bring to school

In order to ensure we can keep the school clean and spaces clear of unwanted spare clothing and pupil belongings, children are asked to bring a limited number of items to school each day.

They will need a:-

- Book bag or plastic pouch (ideally with carry handle) in order to carry their reading/ library book between home and school.
- A leakproof water bottle to be brought into school and taken home each day- clean and empty for re-filling in school or filled with fresh water.
- A packed lunch in an easy to carry lunch bag or box, if school provided lunch is not to be taken.

Please wear school uniform with black plain smart practical shoes or plain black sturdy trainers. (School P.E. kit should be worn throughout the day on allocated P.E. days with sturdy trainers & plain black/ burgundy shorts, jogging bottoms or leggings.) You will NOT need any other P.E. kit, and other items of sports clothing should not be worn to school.

If you bring a coat, this will be stored in your class place for the day and should be worn on the way into and out of school and for outside play.

We do not wish to have any large backpacks in school, so please do not bring extra items of clothing, toys or equipment to school. All stationery items will be provided by the school. Shared items will be sanitized before and after use. (Please note that children who may need a change of clothes should provide these on the first day back in named carrier bag to be stored in the classroom cupboard/ an agreed space.)

Please note that we are currently unable to accept cakes or sweets to share with others from home e.g. on your child's birthday. Please save these to enjoy at home.



School Uniform

Your support in ensuring your child wears smart school uniform which meets our uniform guidelines and is regularly washed ready for school is greatly appreciated. Please ensure your child is wearing the correct uniform, especially for P.E. days and that all items are labelled clearly with your child's name.

To reduce the amount of bags and clothing in school, children are expected to wear their school P.E. kit throughout the day on P.E. days. Plain black leggings or jogging bottoms, or burgundy or black shorts will be needed. A clean cotton logo-ed burgundy t-shirt or plain white t-shirt is needed for P.E. Football tops and other sports tops are not permitted.

Winter	
Blouse/ Shirt/Polo shirt	White or burgundy
Pinafore Dress / Skirt / Trousers	Grey
School Sweatshirt	Burgundy with school logo
Sensibly Styled Shoes	Dark coloured flat or low heel
School Fleece	
<i>No fashion shoes for Health and Safety reasons</i>	
Summer	
Blouse/Shirt/Polo shirt	White or burgundy
Skirt/Trousers or Shorts	Grey
Dress	Red and white check or stripe
Sun Hat	Burgundy with school logo
School Sweatshirt/sweat cardigans	Burgundy with school logo
Sensibly Styled Shoes or Sandals	Dark coloured flat or low heel
<i>No fashion shoes for Health and Safety reasons</i>	
Physical Activities	
Plain T Shirt	Burgundy with school logo/ White
Shorts	Burgundy/ Black
Sports socks	White
Jogging bottoms/ leggings	Plain black
Trainers	Sturdy trainers, ideally black/ dark
coloured suitable for outdoors	
Year 6	
Year 6 may wear special Year 6 polo shirts with the school logo or hoodies instead of the colours listed above.	

Breakfast Club

Breakfast Club will be offered for pre-booked children from 7.45am each day.

We are full each day at present, but email the office if you wish your child's name to be added to the waiting list.

Children will remain in year group 'bubbles' at breakfast club, once they have arrived in school.

Please use the reception playground to access the hall door for drop off to Breakfast Club by 8.15am.

The children have a healthy and varied choice of food and drink at breakfast club. Different themes are on offer each day as well as free choice activities.

The club finishes at 8.45 am when the supervising staff send the children to their separate classrooms.

They escort the Reception children to the Reception classroom and hand them over to the Reception staff team.



JLR Play CIC

Miss Rodwell and her team run JLR Play CIC's 'Home from Home' club after school each day during term-time at Isleham C of E Primary School. JLR Play is a 'not-for-profit' community interest company after-school club service.

Throughout the Spring term, children can be booked to attend until 4.30pm or 5.15pm (latest pick-up).

Children will be kept in class groups for the duration of the club.

If your children may need to attend after school club either as a one-off or for more regular sessions then Miss Rodwell can be contacted as per the details below. Please request an information pack which will contain details of costs and registration arrangements.



Telephone: 07787 425799
Email: jlrplaycic@sky.com
Website: www.jlrplaycic.com

*Like and follow JLR Play CIC on [Facebook.com/jlrplaycic](https://www.facebook.com/jlrplaycic)
Follow @jlrplaycic on Twitter
Follow jlrplaycic on Instagram*

Lunchtimes

Our school catering team will continue to provide a selection of hot meals for lunch each day for the remainder of this term. These meals are free to children in Reception, Year 1 and Year 2 through the universal infant free school meal scheme & to those entitled to Free School Meals in older year groups, or can be purchased at a cost of £2.40 per meal for all other children in Years 3 to 6.

Menus will be published at the start of each week.

Please note that a Vegetarian Option 1 for the hot meal is always available. Only children who are registered as vegetarian may have the non-meat Option 1 each day. E.g. Vegetarian sausage hot dog can only be provided to vegetarian pupils.

However options 2 & 3 - jacket potato with cheese or cheese roll can be selected by any pupil.

If your child wishes to bring their own packed lunch, they must bring this in a portable bag or box. Disposable bags can be thrown away in school, if preferred.

Your child should bring a water bottle to school to fill regularly with fresh water throughout the day, including at mealtimes.

Only the Reception and Year 1 children will eat lunch in the school hall or group room away from their classroom.

All other children will eat their meals in their class spaces to ensure class groups do not mix unnecessarily.



School times from March 2021

Year group	Arrival time (place)	Departure time (place)
Reception	8.45-9.05 (Playground main gate)	15.00-15.10 (Gate 1) + siblings
Year 1	8.45-9.05 (Playground main gate)	15.00-15.10 (Exit point a) + siblings
Year 2	8.45-9.05 (Playground main gate)	15.10-15.15 (Exit point b)
Year 3	8.45-9.05 (Playground main gate)	15.10-15.15 (Exit point c)
Year 4	8.45-9.05 (Playground main gate)	15.10-15.15 (Exit point d)
Year 5	8.45-9.05 (Playground main gate)	15.10-15.15 (Exit point e)
Year 6	8.45-9.05 (Playground main gate)	15.10-15.15 (Exit point e)

Please note that there have been changes to the drop off and collection times and arrangements for the school re-start in March 2021
SEE OVERLEAF

What happens at drop-off time in the mornings (all year groups)

In order to ensure families can practice social distancing when dropping off and collecting children, adaptations have been made to the drop-off and collection routines to ensure adults and children can remain better distanced wherever possible.

Children will no longer be lining up in the playground on arrival and can file through directly to their classrooms any time between 8.45am and 9.05am.

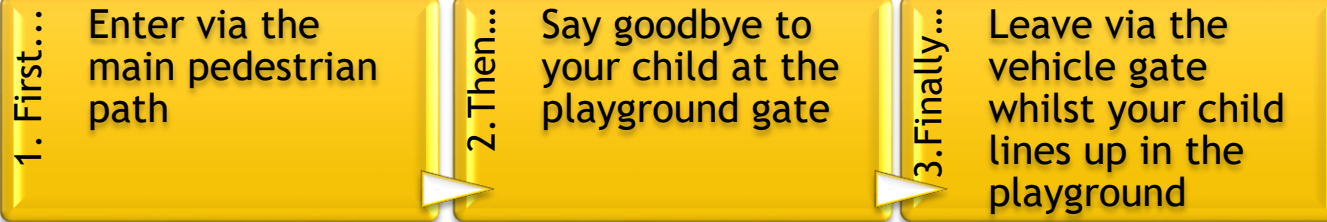
Registers will be taken after 9.05am to ensure all children have had sufficient time to settle into their seat in the classroom.

Drop-off time

8.45am-9.05am

EARLY DROP-OFF (For working parents)- 8.45am to 8.55am

LATER DROP-OFF (For those who can walk to school and drop off later)- 8.55am to 9.05am



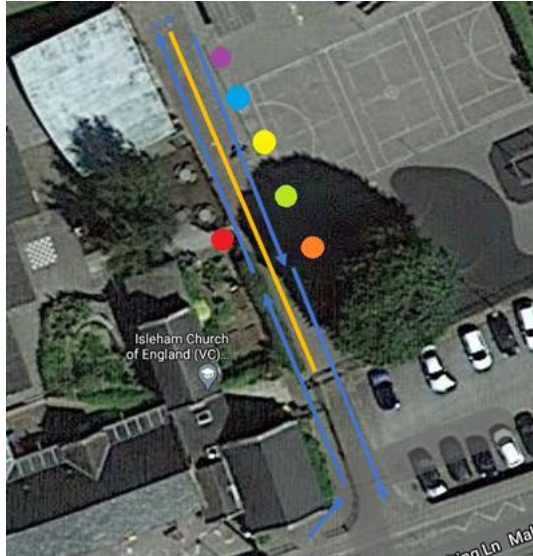
When you get to the main playground pedestrian gate, you will see Mrs Skillern or Mrs Deacon, and that is where you will need to say goodbye to your child. Your child will be sent through to the classrooms via the green playground gates. **You will be asked to make your way out of the vehicle gate onto the path and away from school at this time. PLEASE TAKE CARE DUE TO THE UNEVEN SURFACE AND DRAINAGE GRILLS IN THIS EMERGENCY EXIT.**

You will NOT be able to wait in the line or playground until your child is sent through to the classroom. PLEASE MAINTAIN SOCIAL DISTANCE FROM OTHER FAMILIES AT ALL TIMES AND AVOID ARRIVING EARLY TO AVOID UNNECESSARY QUEUING. Adults are requested to wear a face covering on site at all times.

Please move away from the gates promptly so that other parents can drop off their child and get away too. 9.05am is the LATEST drop-off time. Please do not arrive after this. Thank you. Please note that at this time, we continue to require that scooters and bikes are not brought onto the school site, although we will be revisiting this for the summer term.

What happens at collection time in the afternoons (all year groups)

At home time, a one-way pedestrian circuit will be in place with various exit points along the route for collection of each year group's children. Parents or those collecting should enter the school via the main pedestrian pathway and follow the line of the blue arrows shown in the diagram around the full route, collecting children from the exit points marked with coloured circles on the way. They should then make their way out of school via the exit lane through the vehicle gates.



NB all Reception and Key Stage 1 children and their siblings will be available for collection between 3.00pm and 3.10pm. Year 3 upwards can be collected or walk out of school from 3.10pm to 3.15pm.

Key

- Reception and Year 1 children gate
- Year 2 children- Exit point a
- Year 3 children- Exit point b
- Year 4 children- Exit point c
- Year 5 children- Exit point d
- Year 6 children- Exit point e

PLEASE NOTE that cars should continue to avoid parking near the school or on Malting Lane to avoid congestion and poor line of sight for children crossing the road and those collecting MUST move away promptly from the school gate way once their children have been collected.

Childminders or parents with more than one child will be able to collect all children as they walk along the circuit.

PLEASE DO NOT OVERTAKE the person in front. Parents are asked to collect their own child in person if they are free to do so e.g. do NOT wait in the car and ask one person to collect multiple children as this may delay collection for all the other children and parents queuing in the one-way system.

Key Stage 2 children will be permitted to walk out of school unaccompanied after 3.10pm if given permission IN WRITING by their parent has been received. Please email the school office if this is your preference. office@isleham.cambs.sch.uk Please ensure that your child is clear where they will be meeting you and the new time for departure if this is the case and that they have good awareness of how to safely cross the road if needed.

Please help us by adhering to social distancing measures in place within and beyond the school grounds. E.g. Parents should wear a mask in and around the school grounds.

School collection times from 8th March 2021

Year group	Departure time (place)
Reception	
Year 1	15.00-15.10 (Gate 1) + siblings
Year 2	15.00-15.10 (Exit point a) + siblings
Year 3	15.10-15.15 (Exit point b)
Year 4	15.10-15.15 (Exit point c)
Year 5	15.10-15.15 (Exit point d)
Year 6	15.10-15.15 (Exit point e)

Please note the new collection times shown in bold above which are being put in place to ease congestion at the end of the school day. Older children from the same family (or childminder's bubble) should be collected at the earliest possible time after the youngest child along the route between 15.00-15.10 to avoid unnecessary congestion, waiting and mixing of bubbles.

Your child will not be missing out on curriculum time as activities at the end of the day will accommodate children leaving at different times from 3.00pm onwards.

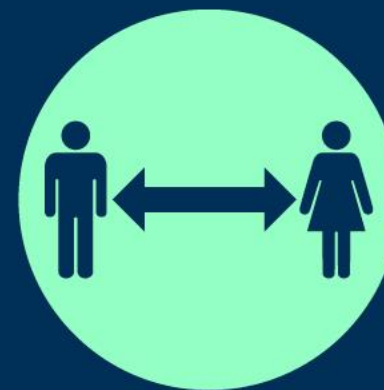
**We must
keep on protecting
each other.**



HANDS



FACE



SPACE

The most important symptoms of coronavirus (COVID-19)



new and
continuous cough

or



high
temperature

or



loss of, or change in,
your normal sense of
taste or smell (anosmia)

If **you have symptoms** of coronavirus,
you need to **self-isolate for 7 days**

If **you live with someone who has
symptoms**, you need to **self-isolate
for 14 days** from the day their
symptoms started

**For most people coronavirus will
be a mild illness.** However if you
have any of the symptoms you
should self-isolate at home

Stop the spread of coronavirus



**Wash your hands
more often
and for 20 seconds**

Use soap and water or a hand sanitiser when you:

- Get home or into work
- Blow your nose, sneeze or cough
- Eat or handle food



Cover your mouth and nose with a
tissue or your sleeve (not your hands)
when you cough or sneeze and throw
the tissue away straight away



**Supervise young
children** to ensure they
wash their hands more
often than usual



e-Bug

**Posters and lesson
plans on general hand
hygiene** can be found
on the eBug website



Clean and disinfect
regularly touched
objects and surfaces
more often than usual
using your **standard
cleaning products**



**Staff, young people and children
should stay at home if they are
unwell** with a new, continuous
cough or a high temperature or loss
of, or change in, normal sense of
taste or smell **to avoid spreading
infection to others**

Handwashing and hygiene advice

Please see the parent quick
guide for more information
about what to do if you or your
child are experiencing
symptoms of Covid-19.

Face coverings/ masks



The latest guidance continues to advise that masks for young children and staff are not beneficial in the classroom and we are therefore not recommending that these be worn in school classrooms. This is because they tend to be tricky for children to keep on throughout all activities in the day and risk being left lying around. They also make it difficult for children to see and hear those who are speaking.

However, all children are welcome to wear their mask on the journey to and from school or in communal areas around the school. Children must be shown how to put on and take off their mask independently, and how to store their mask carefully (ideally in a named plastic bag provided from home) in their pocket/ bag during the school day.

Please email the school to discuss the situation for your child if you wish your child to wear a mask at other times.

School staff will wear face coverings in communal areas of the school site, and at the start and end of the day when greeting or in proximity to parents and carers.

Visiting professionals such as educational psychologists will only attend the site when visits are deemed essential and when notice has been given.

Visitors will maintain social distance whenever possible and wear a mask at all times when working with adults or children on site. Visitors will also need to ensure that they are not experiencing any Covid-19 symptoms before entering the school site and adhere to the handwashing and hygiene measures in place.

Our music teacher Mr Wright will wear a mask in communal areas and when he is not able to maintain social distance in classes.

What we will be learning, rules and routines



Our curriculum will continue to include a focus on Maths and English, PSHE and wellbeing, as well as creative arts and sport. Timetables may differ day to day according to the needs of the group.

ClassDojo will be used for setting any home learning tasks and for home-school communication and recording of reading in the absence of the home-school reading record books.

We will need all children to listen carefully to instructions and to follow guidance about working safely in school.

Please see our behaviour policy online for more details of behavioural expectations. This has been updated in light of the recent parent, staff and governor survey and in response to the children's views shared in the autumn term.

Please note that if your child is not able to adhere to the routines set up to keep everyone safe, we will need to review this promptly with you and may need to put a behaviour support plan in place for your child.

Mental health & wellbeing

We will do our utmost to continue to listen to and explain any changes in school routines in an age-appropriate way to your children.

Please listen to your child's worries and concerns about school changes and the Coronavirus pandemic, and be open and honest with them. BBC Newsround offers a good source of age-appropriate information for Key Stage 2 children.

If your children have any concerns you feel we should be aware of or address with the groups in school, please email us as soon as possible.

Young Minds also offers support and advice for children and parents who have been struggling with Coronavirus and its impact on their mental health and wellbeing.

<https://youngminds.org.uk/>

YOUNGMiNDS



Bubbles & Staffing

Your children will continue to work & play in a class bubble in school with a known staff team comprising of at least one teacher and teaching assistant. This means that if one of the adults is unable to attend for any reason, the other adult(s) may lead sessions in their absence to avoid additional adults from outside the school being added to the team.

For the most part, in our small school, it has been possible to assign staff to just one bubble group throughout the week, and we have allocated staff carefully to ensure that as few staff as possible move around the school.

In the (hopefully unlikely) event that someone within the school (either an adult or child) develops symptoms of Covid-19, please notify the school as soon as possible, and we will follow the latest Public Health England & County Covid-safe guidance, ensuring this person isolates straightaway and is tested for Covid-19. (see later page detailing 'Test & Trace' arrangements.) You will be informed if a test is positive for someone who has been connected to your child's bubble group and advised about any necessary isolation for your child.

In the situation that a child in school displays symptoms of Covid-19, we will obviously need them to be collected as quickly as possible to avoid the risk of spreading the virus and they would be isolated from the group until collection in the entrance hall. In this situation, the supervising staff member will don PPE to protect themselves (apron, mask, visor and gloves) but they would of course explain why they were wearing this so as not to scare your child.

Test & Trace

We will be engaging fully with the NHS Test & Trace process, and will work closely with the local Health Protection Team of Public Health England and the local authority to ensure that any confirmed cases are reported without delay. Please see below details of what to expect if the school is notified of a **possible** or **confirmed** case of coronavirus in school.

What you can do

If your child, a household member or a member of your support bubble develops any of the following symptoms, we would ask that you **notify the school immediately** and arrange a test by visiting <https://www.nhs.uk/ask-for-a-coronavirus-test> or by phoning 119.

- A high temperature
- A new and persistent cough
- A loss of, or change in, normal sense of taste or smell (anosmia)

Where there is a possible case of coronavirus in school

If a child or member of staff develops symptoms of coronavirus, the individual concerned will be sent home and asked to arrange a test at the earliest convenience (either by visiting a test centre, or by requesting a home test kit) and to share the results with the school.

The parents/carers of other children within the bubble will not be notified in this scenario UNLESS the test result is positive. All other children within the bubble will be able to continue to attend school as normal. In the event that a parent refuses a Covid-19 test for their child, the child will be expected to isolate for at least 10 days or PHE advice to be followed.

Where there is a confirmed case of coronavirus in school

If a child or member of staff tests positive for coronavirus, the individual concerned will be asked to self-isolate for at least 10 days from the date when their symptoms appeared.

If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10 day isolation period from the day they develop symptoms.

Other members of their household or support bubble should self-isolate for 10 days from when the symptomatic person first had symptoms and should continue this period of isolation even if they too have been tested and have received a negative test result.

The school will work with the Health Protection Team of Public Health England to carry out a risk assessment to determine who else, if anyone, also needs to isolate. The parents/carers of other children within the bubble will be sent a letter to notify them of this situation, and will be advised of any additional measures which are required. Individual children will not be named in this situation and personally identifiable information will not be included.

Lateral Flow Testing & Rapid result tests- staff

From the week beginning Monday 25th January 2021, the government made self-administered (use at home) Lateral Flow testing devices available to all staff who work in schools, including those at Isleham Primary School.

Along with the other protective measures we are taking, this is another layer in helping us to help make school as safe an environment as possible for everyone. Up to one in three people who have Covid-19 have the virus without symptoms so could be transmitting the virus unknowingly. Tackling the pandemic requires identifying asymptomatic, infectious individuals.

By increasing the availability of testing for school staff, we will help to reduce the spread in schools and within the community in general.

Parents and carers are being made aware of this for two main reasons:

- 1) To keep you up to date with our continuing efforts to keep the community safe
- 2) To inform you that with increased testing comes the possibility of increased positive results being returned (and thus an increase in instances of us asking children and staff to self-isolate).

If a staff member receives a positive result from a Lateral Flow Test, they will then book a PCR test to confirm this.

All in-school contacts will have to start a 10-day self-isolation period from the date of the positive Lateral Flow Test and will need to complete this unless the subsequent PCR test returns a negative result.

We will keep anybody affected up to date with all information required as soon as it available to us. We absolutely understand that when we have to ask people to self-isolate it brings many challenges. We continue to work carefully on our social-distancing practices in school to reduce close contacts as much as possible and minimise the impact of positive cases whenever they do occur.

Parents and carers who are key workers or leaving home regularly to go to work are also being urged to have regular rapid result tests to help track cases of Coronavirus and drive down transmission rates. (see overleaf)

Rapid result testing- parents

Testing for Households, childcare or support bubbles of school staff and pupils

With testing available for secondary school pupils, and primary and secondary school staff via school, the government has offered households testing for families whose children access education or childcare. Primary school pupils will not be asked to test at this time. Details of this initiative can be [found here](#).

From 1 March 2021, if you're a member of a household, childcare bubble or support bubble of staff or a pupil you can get a twice-weekly test:

- through your employer if they offer testing to employees
- at a local test site
- by collecting a home test kit from a test site
- by ordering a home test kit online

Get a test through your employer

Your workplace may offer rapid lateral flow testing to you. Contact your employer to find out more.

Take a test at a rapid lateral flow test site

You can take a rapid lateral flow test at a local site. Testing at these sites is assisted, which means you will swab yourself under the supervision of a trained operator.

You may need to book an appointment.

[Find your nearest rapid lateral flow test site](#). There are 7 sites across Cambridgeshire and Peterborough.

Collect test kits

You can collect up to 4 home test kits at a local collection point. Each kit contains 7 tests.

Anyone 18 or over can collect. You can check online if the location is busy before you go.

Order home test kits online

If you cannot get tested at your workplace, or are unable to go to a test site or collect test kits, you can order a home test kit online. The online service will be available from 1 March 2021

Risk Management

Obviously, our prime concern is for your children to be safe, happy and learning well in school.

Schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures.

Our risk assessment, which is overseen by the local authority, includes several protective measures, some of which have already been highlighted in this leaflet.

- a requirement that people who are ill stay at home
- robust hand and respiratory hygiene, communicated clearly to children
- enhanced cleaning arrangements both within and beyond the school day
- active engagement with NHS Test and Trace & twice weekly lateral flow testing for all staff
- Measures in place to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable

Your support throughout these unprecedented times is greatly appreciated.

If you are concerned about any area of the school's provision, please do not hesitate to get in touch so that this can be more clearly communicated or rectified.

Communicating with the office

The office will not be open for visitors or enquiries except in an emergency e.g. if you needed to collect your child in an emergency.

Please email the office at: office@isleham.cambs.sch.uk if you have any queries or telephone 01638 780336 to arrange to collect any needed items.

There is a 2m line marked by the office door- if you do need to access the office, please ring the bell and step back from the door to afford the office member of staff a distanced interaction too.

Thank you

See you soon!

We are really looking forward to seeing your children back in school full-time from Monday 8th March 2021.

We continue to work closely with our local authority team to fully adhere to the guidance for schools to keep your children safe.

The school has carried out a thorough risk assessment approved by the local authority.

Please let us know if there is anything else you or your child would like to know.

We look forward to seeing you again soon.