



# The Hawksworth Herald

Vol. 8

Issue 295

Learning through Love, Fun and Faith

31.8.21

## Returning to School in September 2021 communiqué

### Headteacher's Comment

I thought it would be wise to contact all parents prior to children returning on Tuesday 7<sup>th</sup> September and outline our planned arrangements.

Government guidance now allows schools to remove the bubble structure, social distancing and control measures that have been in place for children. Our school will be doing this from September 2021. Government guidance also means we can remove our staggered start/finish times and revert many aspects of school back to how school was working before the pandemic started.

However, we need to be clear that Covid-19 has not gone away and as per government guidelines, we now need to learn to live with Coronavirus. As such some general measures will need to remain in place. From time to time, our arrangements may also need to be reviewed in the event of any increase in infections or changes in government guidance.

In line with present government guidelines and advice from Leeds CC Schools HR and Health, Safety & Wellbeing Team the school will have a new Covid-19 risk assessment in place for September and a *School Outbreak Management Plan*, outlining the procedures school will implement if we have a Covid-19 outbreak. Both these documents will be shared with governors and staff and then will be uploaded to our school website.

Below are some key changes to be aware of:

### Start and end of the school day

#### Start

- Our school day will revert back to normal hours as of 1st September 2021 (New reception starters will initially follow different start/end times and these have already been sent out to parents).
- School gates will be opened at 8.40 am.
- Miss Hewitt and I will man the drop-off zone from 8.40 am.
- Children will need to be in the playground no later than 8.50 am and be lined up in their class lines. Class teachers will then lead them into school and lessons will start promptly at 9.00 am.
- Please ensure your child is in school by 9.00 am to avoid disrupting their learning and that of their class. Late arrivals will need to go to the school office to be signed in as school has to monitor and record late arrivals.

#### End

- School finishes at 3.15pm.
- Parents should wait within sight of the class exit:  
Class 1 to exit from their Class door/ramp.  
Class 2 will exit from their Class door and leave by the ramp.  
Class 3 will leave through the **main school doors**.  
Class 4 will leave by their fire exit door.
- Children will be handed over to the parents in an organised way and families should leave the school site promptly.
- No child will be allowed to leave with another child/family unless the school have been notified of arrangements (contact school of planned arrangements no later than 3.00pm).

*'In general, to assist in reducing potential transmission, where possible operationally and / or where there are health and safety / operational benefits aside from Covid, consider: a) continuing to open as many access points into the school grounds during drop off and pick up as possible, b) keeping separate access and exit points into the building for different groups of pupils and staff as close as possible to their designated classroom / work areas, c) accessing rooms / work areas directly from outside, d) asking parents / carers not to congregate outside / inside the school grounds for prolonged periods of time'. [LCC risk assessment](#).*

### Teaching staff

If you have any class related enquiries, please email the office staff and they will be happy to forward them to your child's teacher. If you have any pupil pastoral issues, please also email the office and they will relay your messages to our Learning Mentor, Mrs S. Gallagher.

**Class 1:** Mrs S. Malir (EYFS Lead) and Mrs I. Metcalfe

**Class 2:** Mrs K. Vice

**Class 3:** Mrs S. Oliver (Assistant Headteacher)

**Class 4:** Miss A. Wicks

**Support staff:** Mrs H. Williamson, Miss B. Ainsworth

**Support staff:** Miss Armitage, Miss B. Ainsworth

**Support staff:** Mrs Dowling, Mr Cleghorn

**Support staff:** Mrs Gallagher (HLTA/Learning Mentor)

Any issue that cannot be resolved by the Classteacher it will be referred to Mrs S. Oliver (Assistant Headteacher).

School email contact [admin@hawksworthceprimary.org](mailto:admin@hawksworthceprimary.org)

Mrs Dereix has left Hawksworth CE Primary School to work abroad.

### Kestrels and Kangaroo Kids

- Kestrels Before and After School times and procedures will remain the same. Parents and children will continue to use the Kestrels entrance.
- Kangaroo Kids Nursery staff will meet parents and children at the Kestrels entrance and use the intercom.
- To meet Safeguarding and Child protection guidelines – the Kangaroo Kids Nursery staff are pictured below so you will be able to identify these new staff members:

		
Katie Kendall Pre-School Leader	Claire Hinchliffe	Samantha Slassor

### When on school premises

- Face coverings are no longer required in the school grounds but are a matter of personal choice.
- When parents need to come into school to make an appointment to see a member of staff, we would request that you only access the office reception area and not to go any further than the second door and masks to be worn.  
*'Parents and carers should be informed they should only come into the school building via the office reception area and by prior arrangement where possible'. [LCC risk assessment](#).*
- If you wish to drop anything off at school, please leave it in one of the two quarantine boxes that will be outside the main entrance.
- Please bear in mind and be respectful of varying confidence levels of other parents and staff as regards to social distancing measures.

## P.E

We will continue asking children to come in their PE kit on PE days, as this maximises their active lesson time and reduces lost property. The first PE lesson for all classes will be Wednesday 8th September.

\* Please have your children wearing the agreed P.E kit as outlined in our school uniform policy:

- Black shorts/black tracksuit bottoms.
- Plain white T-shirt or polo shirt
- Lessons in the hall are bare foot.
- Trainers for outdoors.
- **NB** plain tracksuit bottoms and plain trainers

## Lunchtimes and Break Times

- The children will once again be eating in the school hall and playing with other year groups (as bubbles have ended).
- Staff will no longer have to eat their lunch in the classroom with their class.
- Staggered breaks and lunchtimes will no longer be needed.
- Staff will again be able to use the staffroom but will need 'to wash hands or use hand sanitiser on entry to staff rooms, before and after preparing food and drinks, and before leaving' [LCC risk assessment](#).
- Staffroom windows will be open.
- 'Where possible open windows to classrooms, offices, staff rooms etc. In cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space'. [LCC risk assessment](#).

## Collective Worship

We will once again be holding collective worship together in the hall (all windows will be open).

*'Identify any poorly ventilated spaces as part of this risk assessment and take steps to improve fresh air flow in these areas, giving particular consideration to activities such as assemblies or events where visitors such as parents are on site, for example school plays and parents evenings'. [LCC risk assessment](#).*

## School Events and Clubs

- Parents' evenings and 'Meet the Teacher' events will revert back to pre-pandemic organisation.
- School events have changed dramatically over the last 18 months with many usual events being unable to take place in the normal way. As we move through the autumn term, we will be constantly reviewing which school events and clubs we are able to resume.

## Attendance

School attendance is mandatory for all pupils of compulsory school age and it is a priority to ensure that as many children as possible regularly attend school (as of March 2021, the DfE reapplied the law, *It is compulsory for your child to receive full-time education*).

**NB Pupils** - *it remains the case that pupils who remain in the clinically extremely vulnerable group could return to school from 1st April 2021 unless they were under paediatric or NHS care (such as recent transplant or very immunosuppressed children) and have been advised specifically by their GP or clinician not to attend an education setting. IPRA's must be reviewed for all CEV pupils returning to school in September to ensure it is as safe as possible. [LCC risk assessment](#).*

**NB All persons** *who are displaying symptoms must not come into school and should follow Government guidance on self-isolating including test and trace. In most cases, parents and carers will agree that a child with symptoms should not attend the setting, given the potential risk to others. If a parent or carer insists on a child attending a setting, settings can take the decision to refuse the child if, in your reasonable judgement, it is necessary to protect other children and staff from possible infection with COVID-19. Decisions need to be carefully considered in light of all the circumstances and current public health advice. [LCC risk assessment](#).*

## Key Control Measures

As school reopens in September 2021, we continue to have key control measures in place to prevent transmission of the virus which are in line with present Government guidance.

Below are the recommendations from the DfE for all schools:

Key Government Advice on control measure	Key school control measures
<b>1.Ensure good hygiene for everyone</b>	
<p><b>Hand hygiene</b> Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser.</p>	<p>All children clean hands on entry to school and at key points during the day including break and lunch times by washing with soap and water or using sanitiser.</p> <p>School ensures adequate supplies of soap and hand sanitiser are available.</p> <p>Hygiene rules are discussed with children regularly.</p>
<p><b>Respiratory Hygiene</b> The ‘catch it, bin it, kill it’ approach continues to be very important.</p>	<p>The ‘catch it, bin it, kill it’ approach is promoted in school and discussed with children.</p> <p>Tissues are available and all children are briefed on procedures for blowing noses and disposal of waste.</p> <p>Lidded bins are provided in each area for waste disposal.</p> <p>Children are briefed on the importance of behaviour and school rules are revisited with all classes and discussed regularly.</p>
<p><b>Use of personal protective equipment (PPE)</b> Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare and children’s social care settings provides more information on the use of PPE for COVID-19.</p>	<p>All staff in school have access to PPE as required and will use in line with government guidance.</p> <p>Staff may choose to continue to wear face coverings in some circumstances (eg covering in a different classroom, working in communal areas of the building or carrying out intimate care procedures)</p>
<b>2. Maintain appropriate cleaning regimes, using standard products such as detergents</b>	
<p>You should put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces.</p>	<p>Each classroom has its own cleaning materials. All surfaces are cleaned at the start and end of each day, and more frequently as needed.</p> <p>Cleaning procedures are in place including regular cleaning of touch points.</p> <p>Dining tables are cleaned between sittings.</p> <p>Deep cleaning has taken place before September reopening.</p>

<b>3. Keep occupied spaces well ventilated</b>	
<p>When your school is in operation, it is important to ensure it is well ventilated and that a comfortable teaching environment is maintained.</p> <p>Refer to <i>Simple steps to Good Ventilation and the Ventilation Checklist</i>.</p>	<p>All rooms in the school have windows which are opened to create air flow and ventilation. Where possible windows will be left open during lessons; if this is not practical, windows will be fully opened when unoccupied to fully purge the air.</p> <p>During playtimes, ventilation is also improved through opening doors.</p> <p>All doors and windows are closed at the end of the day.</p>
<b>4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19</b>	
<p>Pupils, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into school if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine).</p> <p>If anyone in your school develops COVID-19 symptoms, however mild, you should send them home and they should follow public health advice.</p>	<p>School will continue to work within Government guidance regarding Covid-19. In particular the following procedures are in place:</p> <ul style="list-style-type: none"> <li>• Regular asymptomatic staff testing, to be reviewed at the end of September.</li> <li>• Isolation and testing of symptomatic members of the school community.</li> <li>• Children <b>do not</b> attend school with Covid-19 symptoms.</li> <li>• Updates / reminders to parents of Covid-19 symptoms and school and government procedures.</li> </ul>

### Outbreak Management Plan

In the case of a Covid-19 outbreak it may be necessary to revert to a different school organisation once again. These procedures would be similar to those we have worked in during the last 18 months so parents and children should feel confident and at ease with them. Any procedures within this aspect of our management plan would be adapted to meet the needs of our children following ongoing risk assessments and changes in government and DfE guidance.

Kind regards

*Mr Dale Norris* BA (Hons) QTS  
Headteacher

