



09 June 2020

Dear Parent / Carer,

You are receiving this letter as you have indicated that you wish your child to return to school from the week beginning Monday 8th June. Please be aware that all arrangements remain subject to change.

- Children of critical workers – 8th June

We have adapted rules and changed routines in order to ensure measures are in place to keep you and your children as safe as possible, these are detailed in the parent and pupil protocols which explain in clear, simple steps the changes and expectations on your child's return to school. Please read these carefully and discuss all information relevant to your child with them before they return to school. **Please read all attachments accompanying this letter carefully. You must email school at [sec.moorfield@halton.gov.uk](mailto:sec.moorfield@halton.gov.uk) by 3.30pm on Thursday 4<sup>th</sup> June, to confirm that you have read, understood and agree to all points therein. If we do not receive your agreement, your child will not be admitted back to school.**

### Entering and Exiting School

Each group has been given a specified drop off point and time. It is important parents and children stay 2m apart whilst waiting to enter school. Parents and carers must do everything they can to ensure children are not mixing socially outside school. Only one parent or carer should accompany their child to and from school. Parents and carers will not be allowed on the school site at the start and end of the school day. A member of staff will guide the children on how to enter school safely, with distancing measures in place at the allotted time. Please see the attached sheet.

### It is important that children understand the following:

- They must not touch or hug anyone – staff or pupils. There is to be no physical contact between anyone in school.
- In order to maintain physical distance from each other, they should be able to swing their arms around and not touch anyone else.
- They will be expected to sit and stay at their own work station when in class unless directed otherwise to by the teacher.
- They cannot share snacks or any food.
- Each child will be given their own resources to use. These must not be shared with other children.
- Occasionally they may share resources when directed to by the teacher.

- Especially in  Reception, there will be some  resources children will

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not be allowed to use for safety reasons.

- They must maintain distance at playtime, which means they cannot play contact games such as football, catch and tag. They will not be able to mix at all with children in other groups even at playtime.
- They have to wash their hands properly, for 20 seconds, using the advised technique throughout the day as guided by staff and after toileting or if they have coughed or sneezed into their hands
- They will be encouraged to cough/sneeze into the elbow crease

### **Behaviour**

It is school's expectation that all children, regardless of their age, follow school staff's advice and guidance for the safety of all the school community. Exceptions may occur where a child's additional needs do not enable them to understand the protocol that is being set and asked of them. Should a child, with or without additional needs, intentionally and/or repeatedly not comply with the appropriate expectations being set for them, their parents may be called and asked to take the child home.

### **Medication**

Inhalers/prescribed medication should be brought to school on the first day your child returns to school - These were sent home before lockdown, so any child who requires medication will need it sending in on their first day back at school. All medication should be clearly labelled with your child's name and be in a clear sealed/zipped bag. This should be placed in the box at your designated entrance. Please contact the school office if any new medication requires administration.

### **Contacting School**

All contact with the school including with teachers should be by phone or e-mail to the school office. Face-to-face contact should only be used as a last resort or in an emergency.

Parents and carers should only come to the school office, by prior arrangement and if absolutely necessary.

### **Punctuality**

Parents need to be on time for the staggered start and end of the day. This will ensure that groups do not mix as different groups will use the same entrance. The school may have to take action if a child is persistently late.

### **Supply**

The school will not be using external supply teachers at this time to cover staff absence. If the school is unable to cover a class due to staff absence internally, the class will be asked to stay at home until a member of staff is available.

### **Controlling the infection**

- Children must not attend the school if they display any coronavirus symptoms. In this situation, the school will only allow the child to return if they either have a negative test or have self-isolated for 7 days.
- Children must not attend the school if a member of their household displays any coronavirus symptoms. In this situation, the school will only allow the child to return if the member of the household has a negative test or your child has self-isolated for 14 days.
- In both cases it is the duty of the parent or carer to inform the school about the symptoms and provide the proof of a negative test.



### **What happens if there is a confirmed case of coronavirus in the school?**

- If your child develops symptoms compatible with coronavirus, they will be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All children now have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario.
- All staff and children who have been in contact with a suspected COVID case will be sent home. This may effect staff capacity and mean wider groups of children may also have to be sent home.
- Where your child tests negative, they can return to school and their fellow household members can end their self-isolation. Staff and children can also return to school.
- Where the child tests positive, the rest of their class will be sent home and advised to self-isolate for 14 days. The other household members of that wider class do not need to self-isolate unless the child they live with in that group subsequently develops symptoms.
- The school will take the temperature of a child if they have concerns about their health.

We have based all of this information on Government guidance to ensure that we are doing everything we possibly can to implement and maintain safety measures. We hope that this helps you to prepare as a family for your child's return to school; please contact us if you have any further questions.

Kind regards

*K Heyes*

Kathryn Heyes  
Head Teacher



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