

West Street Primary

Tel: 01282 865840

Fax: 01282 863542

Email: head@weststreet.lancs.sch.uk

www.west-street.org



22nd May 2020

PLANNING FOR WIDER OPENING FROM JUNE 1ST

We are very excited at the prospect of welcoming more of our pupils back to school – we have missed them all massively! The government have proposed that schools start to invite Nursery, Reception, Year 1 and Year 6 back into school from June 1st. **We have planned for this eventuality BUT it will be dependent upon final confirmation from the government.**

We have taken extreme care to ensure West Street is as safe as possible before opening our doors wide. As such we have considered the guidance from the government, the local authority and feedback from staff and parents. Working with these we have planned for the needs of our pupils, families and staff at West Street. The health and safety of **all** is paramount, as is the emotional well being of our pupils and staff, and these are reflected within our plan of return.

I understand that some parents may be apprehensive about sending their children back to school. Whilst I would reassure you that we have done everything we can to ensure health & safety of all it is, and will remain, your choice if your child does or does not return. There will be no penalty for those who choose not to. Our planned organisation is arranged upon maximum pupil numbers. I would however ask that any parent deciding not to send their child **give advance notice** of any change of mind and await notification of a return date to school.

We have devised a staggered return which allows children to settle back into school and adjust to our new routines. **The school will be open to all key worker children every day.** Other children in the priority year groups will be invited to attend **Monday, Tuesday, Wednesday and Thursday**. This will allow for additional cleaning on Friday.

- Nursery, Reception and Y6 will return to school on Wednesday June 3rd
- Year 1 children will return to school from Monday June 8th

The plan may seem a little regimented but ensures the following:

- Group size remains as small as possible and always under the maximum of 15 as stated by the government
- All groups have separate rooms in which to work and will remain in that room for all indoor learning
- Groups will not mix for activities
- Social distancing will be practiced within the groups as much as possible. The Government have stated that primary age children will not be expected to maintain a 2m distance from each other and staff at all times.
- Lunches will be a packed lunch to enable eating within classrooms
- Playtimes will be staggered to ensure groups are kept separate
- Staffing allocated to each group will remain as consistent as possible and will stay with the group. This will include a teacher plus 2 teaching assistants.
- Start and finish times are staggered to avoid large numbers arriving/leaving together. Parents must arrive on time, not earlier than the given time and if late will have to wait. (see below)

- Entrance and exit points have been allocated to year groups and parents are now asked to remain outside the building, and at given points, to collect their child. **The main pedestrian gate will be for exit only.** Parents must stick to this. (see below)
- To ensure time efficient drop off and collection staff will be unable to hold discussions with parents at this point. Please phone school if you need to speak with staff.
- **Whilst dropping off and collecting we ask parents to maintain social distancing at all times**
- **ONLY 1 adult to drop off / collect children**

UNIFORM

Children will not need to wear uniform but should aim to wear a different, clean outfit each day. They will NOT be getting changed for PE so should wear clothes and shoes they can be active in. Each child will have their own set of equipment kept in their own tray.

LUNCHES

All Reception, Year 1, Key Workers and children in Y6 on free school meals will be entitled to a school lunch. This will be a packed lunch. Other children can bring a packed lunch into school but it will have to be kept in their personal tray.

HYGIENE / CLEANING

Supplies of soaps / hand sanitiser / tissues / paper towels will remain sufficient at all times. Thorough hand washing at regular intervals during the day will be monitored by staff within each bubble.

Catch it Bin it Kill it will be encouraged when sneezing and coughing.

Additional cleaning will take place during each day including cleaning of:

- Touch points – handles, doors, tables, chairs
- Resources used
- Toilets

Thorough cleaning at the end of each day and additional on Fridays.

Personal Protective Equipment

Staff will be provided with the necessary equipment to meet health and safety as well as their own personal needs.

It is not necessary for children to wear PPE and we do not encourage face masks to be worn. If you do feel you want your child to wear one please contact me before they attend school. There is strict guidance around wearing a mask.

Pupil Expectation

Whilst we will be talking to the children about our new expectations and regimes it would be helpful if parents could gently reinforce the extra care they need to take when in school. This includes:

- Avoiding touching other children and adults
- Washing their hands with soap for 20 seconds
- Nothing to brought into school from home

If a child does struggle we will carry out a further risk assessment around the suitability of them attending. We will fully involve parents in these discussions.

Finally.....

I must stress that this plan is dependent upon government go ahead. If anything changes we will review and will maintain a flexibility in our approach to enable us to meet new guidance, increased numbers and individual needs.

I fully appreciate that this may not meet the individual needs of all our families and urge you to contact me if you have not done so already. I would ask that parents continue to work together with us to ensure the best, safest provision at West Street. Please get in touch with any queries, concerns or suggestions.

I am in school during half term (next week) and can be contacted via phone or email.

Please see individual year group information below.

For those celebrating Eid this weekend I wish you **Eid Mubarak**.

I hope everyone has a good half term and manages to keep SMILING!

Best wishes and keep well.

Mrs Burtoft

YEAR GROUP KEY INFORMATION

Key Worker Group		Key Information			
Ongoing M-F					
Start Time		8.45am	Finish Time		3.00pm
Entrance gate		Midgeley St (football playground) gate			
Exit gate		Main pedestrian gate			
Drop off/Collection point		Main KS2 playground West Street Stand 2m apart Wait to be called			
Teacher		Mr Smith	Mr Filder		

Nursery		Key Information			
Start date		Wednesday 3rd June			
Start Time		9.10am	Finish Time		11.30am
Entrance gate		EYFS			
Exit gate		Main pedestrian gate			
Drop off/Collection point		EYFS door Stand 2m apart Wait to be called			
Teacher		Mrs Blackburn			

Reception		Key Information			
Start date		Wednesday 3rd June			
Start Time		9.10am	Finish Time		2.30pm
Entrance gate		EYFS			
Exit gate		Main pedestrian gate			
Drop off/Collection point		EYFS door Stand 2m apart Wait to be called			
Teacher		Miss Jackson	Miss Deen		

Year 6		Key Information	
Start date		Wednesday 3rd June	
Start Time	8.50am	Finish Time	3.10pm
Entrance gate	Midgeley St (football playground) gate		
Exit gate	Main pedestrian gate		
Drop off/Collection point	Group A Midgeley Street (football playground)end Stand 2m apart Wait to be called Group B KS2 West Street playground Stand 2m apart Wait to be called		
Teacher	Mrs Duerden	Miss Reed	

Year 1		Key Information	
Start date		Monday 8th June	
Start Time	9.00am	Finish Time	2.45pm
Entrance gate	Midgeley St (football playground) gate		
Exit gate	Main pedestrian gate		
Drop off/Collection point	Midgeley Street (football playground) Stand 2m apart Wait to be called		
Teacher	Mrs Tierney	Miss Milner	



by Lottie