

Castlecombe Primary School and Dorset Road Infant School Returning to School Protocol and Procedures



Dorset Road
Infant School

In line with Government guidance, our schools will be reopening full time to all children from Tuesday 1st September.

Our planning is underpinned by the Department for Education's guidance on the full reopening of school which can be found here: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Schools are expected to achieve the following controls as defined by the Department of Education before fully opening to the whole school population. We aim to promote the system of controls as the primary tool to reduce transmission of COVID-19. The system of controls, when implemented, create an inherently safer system, where the risk of transmission of infection is substantially reduced.

Prevention

- 1) Minimise contact with individuals who are unwell by ensuring that those who have COVID-19 symptoms, or who have someone in their household who does, do not attend school*
- 2) Clean hands thoroughly more often than usual*
- 3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach*
- 4) Introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach*
- 5) Minimise contact between individuals and maintain social distancing wherever possible*
- 6) Where necessary, wear appropriate personal protective equipment*

Response to any infection

- 7) Engage with the NHS test and trace process*
- 8) Manage confirmed cases of COVID-19 amongst the school community*
- 9) Contain any outbreak by following local health protection team advice*

Numbers 1-4 must be in place in all schools all the time. Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances. Number 6 applies in specific circumstances. Numbers 7-9 must be followed in every case where they are relevant.

The following considerations need to be planned for to ensure a return to school is safe and protecting of all adults and children in school.

1. Staffing requirements
The expectation is that all staff will return to their workplace
2. Attendance
Attendance at school for the majority of pupils is now mandatory
3. Entry/exit of school and movement within
The principles of 'staying safe' to reduce transmission must be adhered to
4. Health and Safety
A site survey and fire drill must be carried out
5. Cleaning/hygiene considerations
Spaces within school will need routine cleaning and will require non-cleaning staff to do so
6. Outdoor play (break and lunch)
It is important that children still get break time but this needs to be separate from other groups
7. Lunchtime
Children are required to receive a midday meal and this needs to be done in the safest way possible

8. Supporting medical needs of children

Our very effective system of administering medication needs to be retained.

9. Re-establishing routines/expectations

Be mindful of the change of routine. Children have had very different experiences and expectations at home and school for a long time.

10. Differences in learning and the recovery curriculum

Some have been learning, some consolidating and some very little school interaction.

11. Online learning for those children not in school

Some children will still not be attending and we have a duty to continue to support their education

12. Childcare provision

Wrap around care will need to be re-established

13. Bereavement

Be mindful and prepared for any deaths in the community or triggers for families

14. Sensory needs and separation anxiety

Many have spent long periods in quiet houses and some will not want to be parted from their family

15. Special needs

Some children will be confused and need support with another transition

16. Uniform

There will be high expectations for uniform.

Considerations	Action
<p><u>Staffing requirements</u></p> <p>Guidance from the DfE for the Autumn term states that maintaining consistent groups remains important, but that the size of these groups can be increased. All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable. Shielding measures will be paused from 1st August and therefore it is appropriate for teachers and other school staff to return to their workplace setting. However, some staff may be anxious or fearful about returning to the workplace.</p>	<p>Staff who are shielding until 1st August 2020 will have an individual risk assessment which will be updated frequently. Line managers will identify staff with stress or anxiety and work with TSPT HR to refer to occupational health as per Trust policy.</p> <p>The school will have four bubbles. These will be EYFS (Nursery and Reception), KS1 (Years 1 and 2), lower KS2 (Years 3 and 4) and upper KS2 (Years 5 and 6.) Current guidance is that primary aged children are not expected to socially distance or stay 2m apart. Within these bubbles, classes will remain separate and staff within bubbles will remain consistent where possible. However, staff may need to operate across different classes at times. Where staff need to move between classes and bubbles, they should try and keep their distance from children and other staff as much as they can, ideally 2 metres from other adults, although it is recognised that this is not likely to be possible with younger children.</p> <p>Staff may have to fulfil roles beyond what they are used to. Teaching assistants may be required to take small groups and deliver lessons at times (under the instruction of a class teacher) and all staff will have to support with the cleaning of school throughout the day.</p> <p>There will be a requirement to be very flexible as a staff body. If members of staff become unwell (unrelated to Covid-19) then we will need to ensure that people are suitably placed to cover one another and therefore rotas and positions may need to change.</p> <p><u>November 2020 update</u> Staff previously classed as clinically extremely vulnerable will be invited to meet with the Head Teacher and their individual risk assessment will be updated. In line with current government guidance, it is expected that they will be asked to work from home during the second period of national lockdown. This is also likely to apply to any member of staff who is more than 28 weeks pregnant. Staff previously classed as clinically vulnerable, will be able to continue to come into school.</p>

Attendance

Guidance from the DFE states that it is vital for all children to return to school to minimise the longer-term impact of the pandemic on children's education, well-being and wider development. Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in school.

School attendance will be mandatory from the beginning of the autumn term. This means that, from that point, the usual rules on school attendance will apply, including:

- parents' duty to ensure that their child attends regularly at school
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices

A small number of children will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves or because they are a close contact of someone who has coronavirus (COVID-19.) Children returning from holidays abroad during August may have to quarantine for 14 days before returning to school if the country that they are arriving from is not in the Government's list of exempt countries. Parents must check the Government website or contact the school if they are unsure about if this applies to them.

Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, the school will offer them access to remote education. Engagement with this learning will be monitored. Where children are not able to attend school as parents are following clinical and/or public health advice, absence will not be penalised.

All other pupils must attend school. If parents are concerned about their child returning to school, they should contact the school in order to discuss their concerns and the measures that the school are putting in place to reduce the risk.

Entry/exit of school and movement within

We need to make plans to reduce the possibility of large groups of the school community gathering at any one time, which includes parents. Therefore, entering school and exiting school poses potential problems, as does movement within school. Our behaviours have to change so that we limit the potential risk to one another. The DfE acknowledge that schools may change the start and finish times or introduce processes for drop-off and collection arrangements.

There will be no large gatherings of adults nor children. Where possible, meetings will take place in large spaces (or outside) so that adults can appropriately socially distance. Assemblies for children will be staggered.

Our intention is for children to start and end the school day at the following times. However, this is subject to change.

	Start time	End time
EYFS Nursery	8:40/12:10 Main car park gate	11:40/3:10 Main car park gate
	11:40 collection and 12:10 drop off will be through the pedestrian gate	
EYFS Reception	8:40 Pedestrian gate and through the double doors by Apple Class	3:00 Pedestrian gate and wait at the front of the school
Key Stage 1 (Years 1 and 2)	8:40 Year 1 - Main car park gate Year 2 – Service car park gate	3:00 Playground
Lower Key Stage 2 (Years 3 and 4)	8:50 Year 3 – Main car park gate Year 4 – Service car park gate	3:15 Playground
Upper Key Stage 2 (Years 5 and 6)	9:00 Year 5 – Main car park gate Year 6 – Service car park gate	3:25 Playground

School will start at 8.40am for Nursery (12:10pm for the afternoon children), Reception and KS1; 8.50am for lower key stage 2; 9.00am for upper key stage 2.

Parents are to be encouraged to walk to school where possible and only one adult will be permitted on the school grounds. For parents/carers of children in Nursery and Reception, two adults may drop their child off on their first day.) Those who live further from the school should drive rather than using public transport where possible. As there will be more people driving to school, parents should avoid parking on Castlecombe Road and park on the surrounding roads. At drop off, parents are to be encouraged to hand over their children at the school gate for them to enter school and should not enter the school grounds themselves. An exception to this is the parents of children in Reception who may walk with their child to the entry doors. Staff will be on hand to assist with this. When waiting for children to be handed over, parents should observe social distancing. Nursery children and their adult should enter through the main car park gate and walk straight to the nursery building observing social distancing. Parents must arrive on time for entry to school, they must not arrive early or late. Parents will be asked to hand over and leave. For families who have children in different year groups, children can be dropped off during the earlier time slot so as to avoid parents waiting outside school. The children will read a book in their classroom with their teacher until the rest of the class arrive.

November 2020 update

At drop off times in the morning, parents/carers will need to queue with at least 2m between each family, outside the school gates. Parents must not gather around the entrances to the school. For families who need to drop off at different gates, younger children should be dropped first, and then older ones. Once a child has entered the school, parents should move away quickly so that the entrance is clear for the next family.

Anyone over the age of 11 needing to come onto the school site for any reason, will need to wear a face covering (unless they are exempt), even if remaining outside. This includes parents and carers of children in EYFS when dropping off in the morning, and all parents and carers when collecting at the end of the day. Anyone over the age of 11 will need to wear masks when walking around communal areas inside the school, unless they are exempt.

School will end at 3:00pm for Reception and key stage 1; 3:10pm for Nursery (11:40am for the morning children); 3.15pm for lower key stage 2; 3:25pm for upper key stage 2. Nursery children will be collected from outside the Nursery, Reception children from the front of the school and all other children from the playground. This will ensure that parents do not come in to contact with more people than necessary. Parents of children in Year 1 - 6 children are to walk down the path adjacent to the nursery building and on to the main school playground. For families who have children in different year groups, children can be collected at the later time slot so as to avoid parents waiting within the school grounds.

Again, parents must not arrive early or late. They must collect their children on time so that teachers can release children safely. The playground will be open to parents to briefly wait before their children are released to them. Whilst parents are waiting, social distancing must be adhered to. Parents will be guided by staff and markings to show where to wait. Parents will be asked to pick up and leave, rather than remain on school grounds. There will be no 'Stay and Play' sessions.

November 2020 update

Parents/carers must adhere to strict social distancing when waiting on the playground, both between families and between themselves and school staff. Younger children must be kept with parents and everyone must leave the school site as soon as children have been collected.

As the path up to the playground past the Nursery is quite narrow, everyone should walk on the left hand side and socially distance from people around them. Markings will be painted on the path to help with this. Only one adult per family is permitted on the school site.

Teachers will not be available to speak to unless teachers initiate the contact. Teachers must commit their time to ensuring that all children safely leave their care. Parents can contact teachers through the school office if they have queries about the day or they can call to make a phone appointment.

The school office is inaccessible. If parents need to speak face-to-face with the office team, then they need to call to make an appointment. The office will not be open for parents to drop-in to. However, parents can obviously still call and receive support over the phone or via email. A member of the team will go to classrooms throughout the day to collect any items brought in to school and mobile phones (Y6).

Children need to move around school in their bubbles and not mix with other children. Although passing in corridors is low risk, one way measures may be put in place in busy areas or at busy times of the day. Teachers will need to consider timings of the school day so that contact between different groups of children is limited. A timetable will be shared with staff that includes breaks and lunchtimes. Where possible (difficult with EYFS) children should remain in the same setting and area of the room throughout the day, retaining the same seat where possible. In key stage 2, tables will be organised into workstations and there will be two children at each table.

November 2020 update

Everyone must walk around the corridors in single file on the left hand side. Markings will be put in place to assist with this.

The staff room will remain open to adults and an additional staff room space will be made available. However strict social distancing must be in place. It is important for staff wellbeing that they see colleagues, but social distancing measures must not be contravened otherwise multiple groups could be at risk of infection should anyone present with symptoms. Additional kettles will be provided which can be stored safely in break out spaces around the school.

November 2020 update

In order to ensure social distancing, there will be a limit of 6 people allowed in each staffroom at any one time.

Health and Safety

We need to ensure that parts of the school site that have not been used recently are safe for children to return. Fire procedures need to be reviewed in light of social distancing.

A health and safety check will be carried out in the building and school grounds, including the forest school area.

Adjustments will be made to fire drill procedures and practiced within the first weeks of return.

Cleaning/hygiene considerations

In order to contain the virus, a strict cleaning regime needs to be in place. The government have provided very specific guidance about what we should be doing to effectively clean spaces in school. This will require adults that don't normally identify as cleaners to fulfil those duties throughout the day before the cleaning staff are in school to complete a thorough clean.

Handwashing protocols are to be strictly followed and 'catch it, kill it, bin it' is to be promoted. Children are to be encouraged not to touch their mouth, eyes and nose.

At various intervals, adults will disinfect and clean tables, door handles and equipment. Each class will have their own allotted set of classroom cleaning equipment that will be stored appropriately within the classrooms.

Adults and children are to wash their hands with hot water and soap on entry to school, before break time, after break, before lunch, after lunch, before leaving school, and anytime that they visit the toilet or cough/sneeze in to their hands. If they are not in classrooms, groups need to coordinate with one another so that all children can wash hands whilst remaining a sensible distance from one another. Where children are struggling to wash their hands independently they may receive support assuming the adult supporting is also washing their hands. Hand sanitiser units are available at critical points around the school and therefore no child needs to bring sanitiser from home. Hand cream may be provided from home to avoid sore or cracked hands.

Visitors to the school will also need to wash their hands, or use the hand sanitiser provided, when they enter the school and before they leave. Test and Trace sheets must be completed by all visitors coming into school. The information on these sheets will be kept for 21 days which reflects the incubation period for COVID-19 (which can be up to 14 days) and an additional 7 days to allow time for testing and tracing. After 21 days this information will be securely disposed of. Visiting teachers, therapists and professionals must ensure that they minimise contact and maintain as much distance as possible from other staff. They should wash equipment after use and ensure that the rooms they are working in are well ventilated. Specialists, therapists, clinicians and other support staff for children with SEND should provide interventions as usual.

November 2020 update

Anyone over the age of 11 will need to wear a face covering when entering the school site, unless they are exempt.

Wherever possible, children should have their own equipment and it should not be shared with others. When this is not possible, equipment should be cleaned between uses. Malleable resources, such as playdough, should not be shared. Soft toys and items which may transmit the virus should be removed from classrooms. Craft materials should be divided into individual packs to limit sharing of resources. Larger items such as bikes should be cleaned between groups. Groups should have their own set of resources which should be cleaned at the end of each day.

Children will bring their own water bottle into school each day and disposable cups will be provided if needed.

Children should be allowed to go to the toilet as they would do in a normal school day, however staff need to supervise how many other children are also using the toilet and ensure that children wash their hands afterwards.

Staff toilets will have a strict one person at a time policy so that social distancing can be adhered to.

If tissues are regularly disposed of throughout the day, where possible bins should be emptied regularly. Lidded bins should be used.

All rooms should be well ventilated therefore doors should remain open. This contravenes fire safety measures, however the risk of spreading the virus is greater than the risk of a fire. However, if a fire alarm is sounded, doors must be closed. This measure will reduce the use of door handles significantly. Parents should be advised to provide suitable jumpers or coats as the school may be cooler than normal.

There is no need for anything other than normal personal hygiene and washing of clothes following a day in school. Uniform that cannot be machine washed should be avoided. Children will be expected to wear full school uniform. Children will be told the days that they have PE and, on these days, children may wear their PE kits to school.

Pupils are not to bring bags into school – this includes book bags. School reading books will be given out on a Monday and should be returned on a Friday. The school will provide plastic wallets in which to carry these books.

Information posters reminding children and staff about hygiene measures will be displayed prominently around the school.

If we are required to clean an area after a positive case of coronavirus has been identified, we must follow the guidelines outlined within this document:

<https://www.gov.uk/government/publications/covid-19-decontamination-in-non-healthcare-settings/covid-19-decontamination-in-non-healthcare-settings>

Outdoor play (break and lunch)

Children are to be encouraged to play outdoors as the transmission of the virus is reduced in outdoor spaces. However, we need to reduce the risk of contact between groups of children.

Where possible, bubbles will use the field and playground at different times. When bubbles are outside at the same time, each one will have an allocated space in the playground so that they don't come in to contact with other children from different bubbles. This will be planned and shared with staff. Children will be taught how to use these spaces which will be rotated on a daily basis.

November 202 update

KS2 playground zones will be rotated on a weekly basis. EYFS and KS1 will remain in the same zones.

Games that encourage distancing and little touch will be made available to the children. However, outdoor equipment should not be used unless it can be appropriately cleaned between groups of children using it, and that multiple groups do not use it simultaneously. Therefore, each group will need to gather resources from their classrooms or the PE cupboard so that they have dedicated outdoor equipment that is taken out and used exclusively by them. This is then gathered back in at the end of their break/lunch time. Any immovable equipment outside will need to be cleaned between groups using it.

Teaching and support staff for each bubble are to rota themselves in to supervision roles for their bubble for break time – 3 members of staff per group out at all times – and these rotas sent to a member of SLT. The timings for break times will be staggered so that they do not conflict with other bubbles to the point that mixing is unavoidable.

Lunchtimes

We are required to ensure that our children are fed adequately throughout the school day but also to reduce risk of infection, therefore we need to manage this time carefully so that it is not a 'pinch-point'.

The school kitchen will fully reopen from the start of the Autumn term and there will be a hot lunch provision which will be ordered through the usual process. Reception and KS1 will continue to receive universal infant free school meals along with others eligible for free school meals. There will be staggered lunchtimes so as to limit the number of children in the dining hall at any one time. Children may bring a packed lunch if they normally do.

Children in Y1 – Y6 bringing a packed lunch from home will eat their lunch in classrooms, supervised by teaching assistants. Children who are in the same bubble but in different classes may sit in the same classroom to eat their lunch. Children who bring a packed lunch from home will be expected to be able to open packets and containers themselves. This is so that staff are not unnecessarily touching parts that may go into children's mouths. Parents should work with their children to practice opening things by themselves.

Children requiring a school lunch will eat in the hall. There will be two lunch sittings - 11:45 – 12:30 for EYFS and KS1 and 12:30 – 1:15 for KS2. EYFS will come into the hall at 11:45 and KS1 at 12:00. Bubbles will be in the hall at the same time, but there will be a 2m gap between them and they will enter and exit the hall at different points. School meals will be plated and served to the children so as to reduce queuing time and the mixing of bubbles.

Each bubble will have specific MDS to support them during lunchtimes. Initially, all MDS will be in the hall with their bubbles but as children begin to finish, 2 will go outside and 1 will remain in the hall. All tables will be cleaned thoroughly between sittings.

November 2020 update

All children in KS2 will eat their lunch in the hall at their allotted time. 3 MDS will support in the hall and the rest outside. Members of SLT will be available to support if required.

Supporting medical needs of children

We need retain and have a clear understanding of the medical needs of the children in our care. Sharing medical information is increasingly important, as is protecting staff from those with symptoms of Covid-19.

Where children have medical needs, we need to be very aware of them. The office will produce a report that itemises the medical requirements of each class group which will be shared with relevant staff. Following that, appropriate medicine and record-keeping will be placed in the correct classroom so that the child has appropriate access to their medication.

If support is required to administer medication or first aid, then adults must wear a mask and gloves to further reduce the risk of spreading the virus, preceded by thorough hand-washing.

If a child in the setting becomes unwell, the existing guidelines will be followed i.e. the child will be removed to a designated, well ventilated, isolated space where they can be monitored and supported until they are collected by their parents or carers. There will also be a designated toilet assigned to children who fall ill. Once the child is collected, both spaces will be thoroughly cleaned by a member of staff wearing gloves, apron and a mask.

The designated isolation space is the Year 4/5 Intervention Room.

The parent or carer should then arrange for the child to be tested for coronavirus. If the test is negative the child can return to the setting assuming they are well enough. If the test is positive, all children and adults within that group should self-isolate for 14 days and not attend the setting. This guidance also applies if an adult presents as unwell and is subsequently tested as positive.

Re-establishing routines/expectations

For many the re-establishment of routines will be difficult. This will not just be for school routines; it will also be for those basic daily life routines, such as sleep and getting up. We know that this is difficult and a source of anxiety at the beginning of every term, but this will be on a larger scale. We will need to allow a period of adjustment and be aware of the impact of trying to re-establish these routines for staff, parents and children. We will need to re-learn the rhythm of the school.

It is important for the transition back to school to involve a routine being put in place swiftly as children prefer routine and it gives them a sense of comfort. However, some families may struggle and it is important for the school to acknowledge this and offer help where needed.

Children may have been eating at very odd times and may be hungrier during the day. Fruit and healthy snacks will be provided in addition to their main meal if required.

Differences in learning and the recovery curriculum

There will be wide-ranging differences between the amounts of work that children have been accessing at home. Some children will have kept up-to-date with the shared lessons whereas other families may not have had the capacity or resources to do this.

On the first day, expectations regarding behaviour, hygiene and routines will be explicitly taught and explained. The focus will be on well-being and transition back into school. Suggestions for circle time activities will be provided to staff.

Guidance for the curriculum for the first week back will be provided for all teachers. The week will focus on PE, PSHE and some low key assessment on basic skills.

From week 2, children will be taught the SPT core knowledge curriculum. Planning for this will be provided for teachers to adapt to the needs of their own class. There will continue to be a strong emphasis on PSHE and physical activity. Some learning will take place outdoors.

A programme of catch up sessions will be put in place to ensure that those children who need extra support will receive it.

Also consider the use of printers and photocopiers as these will not be able to be shared without disinfecting them. Resources should be e-mailed to the office where they will be printed and then delivered to classes, leaving them outside relevant classrooms. If everyone used the photocopier individually then it could become a pinch-point so please ensure that you send any required resources in good time but also appreciate how busy that could make the office so please be reasonable in your requests.

November 2020 update

There will be a strict 3 person maximum limit in the main office.

Online learning for children not in school

A small minority of children will still not be able to attend school because they will be following public health advice. We need to provide educational support to those children.

Marvellous Me will continue as a mechanism communicating with children at home and class teachers will work with the SENCO to provide individualised learning for them.

Should there need to be a second lockdown, Google Classroom will be used for home learning. The SPT core knowledge curriculum will continue to be used. Centralised planning will be provided to teachers to adapt to the needs of their class.

November 2020 update

Teachers will upload weekly learning onto Google Classroom for any children who are self isolating.

Childcare provision

Wrap around care will need to be made available to support parents returning to work.

Roots club and Canopy Club will resume again from 1st September and should be booked in the usual way. Children will not be able to access either provision if places have not been booked and paid for in advance.

Roots club will be open from 7:45am and Canopy club will be open until 6:00pm.

Roots club will take place in the hall. The hall will be divided into four sections and each bubble will be allocated to a section. Children will not be permitted to move into different sections and must remain in their allocated area. The breakfast club staff will be able to move between different sections but they should try and keep their distance from children and other staff as much as they can, ideally 2 metres from other adults, although it is recognised that this is not likely to be possible with younger children.

Canopy club will take place in the hall when possible and will be organised in the same way as for Roots club. When this is not possible, a number of spaces around the school will be used so as to ensure that children in the different bubbles are kept separate.

November 2020 update

Roots and Canopy Club will continue to take place. Football club, Girls' Sports Club and Gymnastics club will continue but children will need to remain strictly in their bubbles.

Bereavement

Children will be increasingly aware of 'death' as it has been discussed widely and openly. Children may feel greater levels of stress or anxiety throughout the day and they will especially be upset if they have lost a loved one during this period.

Bereavement resources will be available to all staff for both children and adults and all staff have been asked to complete online Bereavement training. Class teachers should allow children the opportunity to discuss any loss with themselves or another trusted adult. Mental Health First Aiders will be able to signpost staff for additional support and support lines displayed throughout the school.

Staff who are concerned about a child's well-being must report this to the Senior Leadership Team.

Parents will be asked to share pertinent information about how their child is feeling.

Sensory needs and separation anxieties

Many children will be looking forward to the return to school but may be anxious about being around people. We will need to be aware of this and support it. For some children this will be exacerbated by a fear of people in general. Having experienced weeks, or even months, of social distancing, children will have received an implicit message that other people are dangerous. Further, their experience of other people, beyond their immediate family, within their personal space may have been limited. For many the hustle and bustle, movement and number of people in school will be difficult. We need to be aware that many will express their sensory issues and anxieties about the proximity of others physically.

We will be aware of any sensory issues being highlighted and it is imperative that there is control in walking around the setting so that this can be controlled well. Staff will need to make particular effort in making sure classrooms are relatively quiet spaces so that those that are not used to the noise and find it upsetting can adjust.

Children will be made aware this could be an issue and should speak with a member of staff if they feel they need some down time.

All staff to be vigilant, looking for signs of stress.

Staff need to also be aware that a lot of the children haven't left their families for a long while and they might find it difficult to leave them. Teachers are to plan settling in activities as the children enter (particularly the younger children) so that they don't feel additionally upset or anxious.

Special needs

The impact of all these issues will be even greater for those with special needs. Their learning will have been impacted as will issues of being or not being in school, managing change, routines and anxieties. There will be particular issues with managing transitions into school and where there is a change of setting.

For most of our SEND children the biggest hurdle will be expectations of behaviour, establishing routine again and reassuring them that all is ok. Each class must have a visual timetable every morning to reassure the children how the day will look. The class will need excellent behaviour management using positive reinforcement as many children may have forgotten how to behave (shouting out, talking over each other, poor language). Children may not remember how to behave immediately and may take a couple of weeks to get those good habits back.

If behaviour is an issue for individual children and that leads to us not being able to ensure the safety of themselves or others, the head teacher may consider a reduced timetable or a fixed term exclusion.

Uniform

As this is the start of a new school year, there will be high expectations of uniform.

Appropriate uniform will be expected and we will expect children to be dressed in accordance with our school uniform policy which can be found on the Castlecombe Primary School and Dorset Road Infant School websites. This includes wearing appropriate school shoes. Both blue, Castlecombe, and green, Dorset Road, uniforms will be acceptable.

Children will be told the days that they have PE and, on these days, children will need to wear their PE kits to school.

There is no need for anything other than normal personal hygiene and washing of clothes following a day in school. Face masks should not be worn by children as, if they are used incorrectly, may spread infection.

November 2020 update

Children and adults will be able to wear fleeces in class for extra warmth as the doors and windows will need to remain open.