



# Shirley Junior School

Belle Moor Road,  
Shirley  
Southampton  
SO15 5XE

☎ 02380 771434 📠 02380 771434 ✉ juniorinfo@shirleyschools.co.uk 🌐 shirleyjuniorschool.org.uk

22<sup>nd</sup> May 2020

Dear Parents,

Thank you for your patience as we plan for the reopening of the school to some of our pupils in the near future. I am sure many of you are anxious and have lots of questions. The school staff have been working hard to put in to place the Government guidance and ensure that the risk assessment considers all elements of school life. At this time, these plans are still only suggestions as there is no guarantee that the five 'tests' will be met. Using both the risk assessment and staff availability, I have been able to put in place plans to accommodate as many pupils as possible when the school opens. The school will be open to pupils Monday – Thursday and for a half day on a Friday, closing at 12pm on Friday, for deep cleaning and teacher planning and preparation.

We will be bringing the Year 6 children back in phases, to give the school and staff time to test out the plan and the risk assessment with a few groups and make sure all points of the school day run smoothly, before inviting the next group of pupils in.

### Critical Worker provision

We will be using all available staff to accommodate the current key worker pupils (prioritizing NHS and education) alongside those yr6 pupils who have requested a place. This means that we have no staff spare to cater for additional children. Because of this, I request that key worker parents only take up a place if absolutely necessary and only on the days they cannot cater for their children at home.

If you are a two-parent family with only one parent needing to go to work in a key worker role, where possible, the other parent needs to stay at home and care for your child/ren. If you work in shifts in a key worker role, on the days you are at home we would request that you care for your children at home.

This will ensure the school can still offer a place to as many children as possible. We would request if possible that parents book their child in for the same days each week, so that we can forward-plan as much as possible.

This week the children moved up to the Year 4 classrooms and have developed new routines in preparation for a wider reopening of the school. See below for changes to the current routine.

Key worker provision is our highest priority, and **these pupils will be expected back to school as usual in the week beginning Monday 1<sup>st</sup> June.**

### Year 6 -begin phased return from Wednesday 3<sup>rd</sup> June

If school reopens, each Yr 6 class will be split into three groups of 10 pupils. We will welcome these pupils back in phases as follows:

- Wednesday 3<sup>rd</sup> June – 1<sup>st</sup> group of 10 pupils from each class
- Thursday 4<sup>th</sup> June – 1<sup>st</sup> & 2<sup>nd</sup> groups of 10 pupils from each class
- Friday 5<sup>th</sup> June – all returning Y6 pupils

The groups of 10 pupils will be allocated 2 adults to create a 'bubble'; we will allocate these groups straight after half term and will communicate them to you as soon as we can.

It is really important that we prepare all children for their return to school and give them as much information as possible about how it will be before they start. With this in mind, class teachers will organise the children in to their groups of 10. The allocated teacher (who may not be the pupil's current class teacher) will call all of the children on Monday 1<sup>st</sup> June to have a chat with them and let them know which day their group is returning to school. The following day we will organise a Zoom call for the children in the group together with the teacher and extra adult. This will give the pupils the opportunity to chat and ask any questions. We will also provide a PowerPoint informing the pupils of how the day will run as well as an updated Home School Agreement and a Wellbeing task for pupils to bring in to school when their group starts.

**Headteacher : Mrs. A Hixon BA Hons NPQH**

**Deputy Headteacher: Mrs. J Tearle, PGCE**





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## Start of Day

The start of the school day will be staggered as follows, with small groups entering school every 10 minutes. Please try and keep to these times so that we limit the amount of people at the school gate at any one time. Please queue along the pavement on Belle Moor Road if necessary, 2m apart.

- 8:50am Critical worker children - **As of 1<sup>st</sup> June all Key worker pupils and Year 6 pupils are to enter the school via the JUNIOR gate on Belle Moor Road**
- 9:00am Buffalo class
- 9:10am Lemur class
- 9:20am Elephant class

We request, as part of Year 6 transition to secondary school, that pupils walk to school on their own or from the end of the road as soon as possible. This will help minimize the amount of people approaching the school gates. If parents do walk their child to school, please limit this to only one adult. All children are to maintain social distancing as they approach the school gates. When entering the school there will be an adult welcoming them and asking them to sanitize their hands as well as have their temperature checked before entering through the door by the hall and going straight up to their allocated classroom.

We request that adults DO NOT enter the school grounds; pupils are to remain at a distance from each other as they come in through the school entrance.

## Uniform

We would like all pupils to come to school in their school uniform but completely understand if they have grown out of items or shoes. If this is the case please don't worry, we are happy for them to come in their PE kit, or other clothes/trainers that are as similar to the uniform as you can manage. We would still like pupils to make sure they are wearing suitable footwear, so no sandals please. We discourage pupils from bringing a school bag unless necessary.

## During the Day

Each 'bubble' of 10 pupils will be allocated a classroom, where they will have their own table and chair. The tables will be organised in a 'U' shape around the room so pupils can see each other and communicate as a group and to allow adults to safely teach at a distance. This table organisation also encourages pupils to enter and exit the classroom at a distance from each other. The school corridors and staircases will be one way, so staff and pupils will not cross by each other, this will mean everyone can maintain social distancing when moving around the school building.

Each group of 10 pupils will be given a 'zone' on the playground for them to use (these 'zones' will be rotated regularly so the children get to use different equipment, such as the quiet hut, table tennis, astro turf, netball hoops etc). We would like all the pupils to use their SCHOOL pencil case (as these are easy to wipe down and clean – we can provide a replacement if needed), and we will provide extra resources such as colouring pencils to each child. Children are not to bring in extra equipment from home in order to minimise cross contamination between pupils.

## Hygiene

Hygiene is **very** important. Pupils will be asked to use the school's hand sanitizer regularly in the classroom as well as washing their hands at points throughout the day. Each group of pupils will be allocated set toilets. All pupils will be escorted to the toilets to ensure social distancing is observed and hand washing done correctly. Door handles and taps will be disinfected by the adult after use. Please be aware at this time that toilets will be communal (used by both girls and boys) and entrances to the toilets will remain propped open at all times. We will be teaching pupils to keep themselves safe by keeping their hands away from their faces, avoiding touching bannisters and walls etc.

At the end of the school day children will hand sanitize as they leave the school site. We request that children change their clothes when they arrive home, so clothes can be washed and they wear fresh clean clothes to school each day.

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All tables, chairs, door handles and toilets will be cleaned at midday every day, as well as a full clean at the end of the day. The school will close to pupils at 12pm every Friday to ensure adequate time for deep cleaning.

We would request that pupils do not bring in their own hand sanitizer: we would not be able to allow them to use it due to H&S regulations.

The government does not recommend that teachers use PPE, but the school has a supply of PPE for any close contact with pupils (e.g for medical attention) and for any adult who needs to go into more than one bubble (e.g. the IT technician, and SLT members). Pupils do not need their own PPE. They can wear a mask if they wish although we don't think this is necessary. If they do choose to wear a mask, they must keep it on at all times and not play with it as the mask in itself can harbour germs.

## Medical issues

In case of sickness of staff (Covid 19 or otherwise), we will try to use another member of staff to cover that bubble but depending on availability of extra adults we may need to close the bubble. If a confirmed case of Covid 19 is reported from the bubble, all members of that bubble will self-isolate for 14 days. Further guidance will be sent out to parents after half term.

If a pupil needs medical attention, all Teaching Assistants are first-aid trained and will carry general first aid equipment with them and will treat pupils in their classroom or playground zone. PPE will be used for close contact.

Pupils who require individual medicines will keep these in their classrooms with their adults. No children will be accessing the office at this time unless they display Covid 19 symptoms – in this case, they will be taken into the medical room (a small meeting room in the infants) to wait until collected.

## Lunchtime

In order to minimize contact, at this time, we will not be serving hot school dinners in the school hall. We encourage ALL children to buy a school packed lunch or Grab and Go, this will reduce the number of boxes coming in and out of the school building. Children are welcome to bring their own packed lunch if they like, again if this is in a disposable bag so that it can be thrown away after eating. Children will eat their food in their allocated classroom every day or at a bench outside if the weather is fine. We will be staggering the lunch times so pupils can access the playground in their zones with their adults. There will be NO Team Spirit or lunchtime supervisors; pupils will be supervised by the allocated adults in their bubble at all times of the day.

On Fridays, there will be no lunch provision apart from for pupils entitled to Free School Meals, who will be given a packed lunch. Other pupils are requested to eat when they get home on Fridays.

## End of the Day

As at the start of the day, we will be staggering the end times to make sure we limit the cross-contamination between pupils in different bubbles.

- 2:50pm Critical worker children will leave the site
- 3:00pm Buffalo class
- 3:10pm Lemur class
- 3:20pm Elephant class

Please note that these times may change if, once tried, this arrangement does not meet our risk assessment requirements. If this does happen we will let the children and parents know.

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## Learning

The teachers are busy planning the curriculum for when pupils return. At this time the Government do not require us to deliver the full curriculum although we want to engage pupils and enthuse them as we have done in the past.

We feel it is important the pupils have regular opportunities to talk about what is happening in the world and their feelings, as well as to focus on their own mental health and wellbeing. We will be using a 'nurture style' approach every morning when the children come in to school as well as a daily circle time.

Key worker children will continue to focus daily on their reading and times tables, with opportunities in the week to complete some home learning in line with that set on the website. As of 1st June they will also embark on different weekly projects to build a range of skills and explore themes across the curriculum.

Year 6 pupils will be learning Maths and English to prepare them for the start of secondary school, as well as a range of transition activities and their final exciting 'yr6 project' - ssshhhh!!!! They will find out about this when they return! We have also been working closely with secondary schools to discuss how we can prepare the children for transition at this strange time. These plans will include Zoom lessons from USH, memories books, and PSHE sessions focusing on transition. We will let you know more about these once plans have been put in place.

## Finally...

I am sorry for the very long letter! I want to be as open and transparent with you as possible. I believe as a school we have taken as many steps as we can to ensure we minimize risk and keep all of our staff and pupils safe. Obviously we will need to try things out and make adaptations as we go along; this is one reason for a slow staggered approach. Please bear with us whilst we do this, as the safety of our pupils and staff is our top priority. Again thank you for your patience and support, it is greatly appreciated.

I am sure you will have queries. If you would like to pass these to your parent reps, we can create a question and answer sheet after half term.

I will also continue to communicate with you after half term as regularly as possible. In the meantime, I hope you all have a relaxing break and enjoy the half term holiday.

Kind regards,

Mrs Hixon

Headteacher

Mrs Tearle

Deputy Headteacher

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