



The Aylesbury Vale Academy

COLLABORATING *for* EXCELLENCE

**ACADEMY RE-OPENING**

**MARCH 2021**

**GUIDANCE FOR**

**PRIMARY PARENTS, CARERS & CHILDREN**

## INTRODUCTION

The Academy will open its doors again to all children in March and we are looking forward to seeing all staff and children back to school to resume face-to-face lessons.

This has been a challenging time for all and the Department for Education has provided extensive guidance on the 'control measures' that schools should implement before reopening.

This guide outlines the measures we were taking based on this guidance. There have been some changes, so we have made additions, which we hope will answer any questions you may have about your child returning to school.

How contacts are reduced will depend on the school's circumstances and will (as much as possible) include:

- grouping children together
- avoiding contact between groups/bubbles
- arranging classrooms with forward facing desks
- staff maintaining distance from children and other staff as much as possible

We are operating phase group bubbles as we have done throughout this pandemic. All staff are also allocated to a bubble and therefore we are ensuring as minimal chance of transmission as possible. This also applies to our wrap around care provision. Children remain in their Phase group bubbles for teaching, assemblies, play and lunch times, wrap around care and as they enter and leave the school.

The following measures outlined in this booklet adhere to this guidance.

As always, if you have any further enquiries, please email the school on [enquiries@theacademy.me](mailto:enquiries@theacademy.me)

**Caroline Baughan**

## PHASED RETURN



In order to ensure a safe return to school and to get children used to the measures we have put in place, children will return on different days:

- Nursery, Reception, Years 1 and 2 returning on Monday, 08 March (see start / finish times)
- Years 3, 4, 5 and 6 returning on Tuesday, 09 March (see start / finish times)

It is vital that we are able to fully support all children in returning – especially the younger children. Additional staff will be on hand on Monday 8<sup>th</sup> March to support children coming into the school. NO parents are permitted on to the playground or within the Nursery as highlighted in December's update.

## CAR PARK & TRANSPORT



In most cases, parents are able to walk their child(ren) to school or children in Years 4-6 may walk to and from school alone (if a permission note is provided). On occasion parents may have to drop or collect their children to/from school in a car. The primary car park is for staff only and we are trying to avoid groups gathering around the site. We would therefore ask that if you need to drive, you park safely in the surrounding area and leave as soon as possible. We will continue to use the car park as a space for adults to spread out when dropping or collecting their children.

## BIKES



Children can travel to school using bikes/scooters and padlock them in the bike shed/cover at the front of school, as before.

Children, parents and carers should follow social distancing guidelines travelling to and from school. We understand that it is tempting to meet up with friends and siblings outside of school, but we ask that everyone does this safely and follows social distancing guidelines.

## EQUIPMENT



In order to minimise the risk of transmission, we will expect children in Years 2-6 to arrive at school with some of their own equipment. Children must not share their own equipment with anyone else where possible. Many children have left their equipment in school (from December) and this will be ready to use when they return in March.

It is **essential** that every pupil has the following each day:

- An appropriate bag / book bag (KS1) – if needed
- Water bottle (children will not be permitted to drink from the water fountains, but will be able to fill up their bottles only)
- A named lunch box – that can be cleaned at home after each school day
- A waterproof coat (that can be regularly washed)
- Pencil case (named and will remain in school for Years 2-6)
- Pencils (Years 2-6)
- Eraser (Years 2-6)
- Ruler (Years 2-6)

We will be providing some other equipment such as board pens, hand writing pens, purple feedback pens and will add these to each of the pencil cases.

All other specialist school equipment will be cleaned thoroughly where different groups share it. This will involve the cleaning team using a range of processes to keep identified equipment clean.

## UNIFORM and PE KIT

We expect all children to be in as close to full school uniform as possible until all shops are open to the public in April. Parents who wish to purchase school uniform from Print Lab should contact them directly on Email: [info@the-printlab.co.uk](mailto:info@the-printlab.co.uk) / 01296 488000. We ask you to do this as soon as possible as no retailer can produce badged uniform in the few days before school re-opens.

Children will not leave PE kit in school.

Teachers will let parents/carers know class PE days via a newsletter this week and children will need to wear their PE kit to school on those days. They will remain in PE kit all day. This will ensure that all clothing can be washed regularly.

## ARRIVAL AT & DEPARTURE FROM SCHOOL



In order to manage safely the large number of children arriving and departing the site each day and to minimise transmission, the start and end of each day will be staggered,

and children will arrive and depart through different entrances. All entrances will be clearly labelled and staff will assist in supporting children into school. The start of the day remains the same – with children arriving between 8.30am and 8.50am. We call this our soft start. Children should not arrive late to school. Children will go straight into class and **parents/carers are unable to accompany them on to the playground**. Staff will be present to help with this. Please keep the marked boxes around the gates clear and refrain from standing in or around them where possible.

YEAR	ENTRANCE (Drop off point)	ARRIVAL TIME	DEPARTURE TIME	EXIT (Collection point)
<b>N</b>	Children to be dropped with staff at the side Nursery Gate	AM 8.40am PM 12.20pm	AM 11.40am PM 3.20pm	Side Nursery gate
<b>R</b>	THROUGH THE PLAYGROUND GATE A	8:30- 8.50 AM	2:30 - 2:45 PM	PLAYGROUND GATE A (TURTLES) GATE B (DOLPHINS)
<b>1</b>	THROUGH THE PLAYGROUND GATE B	8:30- 8.50 AM	2:45 - 3:00 PM	PLAYGROUND GATES A
<b>2</b>	THROUGH THE PLAYGROUND GATE B	8:30- 8.50 AM	2:45 - 3:00 PM	PLAYGROUND GATE B
<b>3</b>	THROUGH THE FRONT (MAIN RECEPTION) DOOR	8:30- 8.50 AM	3:00 - 3:15 PM	PLAYGROUND GATE A
<b>4</b>	THROUGH THE FRONT (MAIN RECEPTION) DOOR	8:30- 8.50 AM	3:00 - 3:15 PM	PLAYGROUND GATE B
<b>5</b>	THROUGH THE HALL FRONT DOOR	8:30- 8.50 AM	3:00 - 3:15 PM	MAIN ENTRANCE
<b>6</b>	THROUGH THE HALL FRONT DOOR	8:30- 8.50 AM	3:00 - 3:15 PM	HALL DOORS

On arrival, all children will be expected to wash their hands for a minimum of 20 seconds. This will be supervised by staff. All hand washing will take place in classrooms.

## FACE MASKS

The Department for Education states that:



“Most staff in education, childcare and children’s social care settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain a distance of 2 metres from others.”

Therefore, children (of primary age) should not be expected to wear a face mask while in school.

Staff will wear face masks when needed, in and around the school site.

**ALL** parents, carers and visitors are expected to wear face masks when on the school site. This includes in the car park, around pick up and drop off, outside of the playground gates and various entrances.

## LUNCH AND BREAK TIMES



Lunch and break times have been staggered.

- Children will have lunch in the Main Hall.
- Only one group bubble will use the space at any one time.
- Children will be expected to remain seated to eat their lunch.
- All children will have a 40-minute lunch break and a 20-minute playtime. KS1 children will have two playtimes each day.
- Sanitisers have been installed in all queue areas and children will be expected to sanitise before collecting food or their lunch box.

Staff will support and supervise all arrangements for break and lunch times.

## CLASSROOMS



Measures have been implemented in classrooms to ensure the safety of staff and children:

- All children will be asked to sanitise or wash their hands-on arrival at every classroom, this includes after play and lunchtimes. Staff will do this also.
- Children (in Years 2-6) will sit in a designated seat decided by the teacher, which must be adhered to.
- Children will be taught in rows facing the front.
- Children should always use their own equipment. Equipment such as pens and pencils cannot be shared or 'loaned'.
- Classrooms books and larger equipment will be shared between children within their own bubble.
- Equipment used in Computing, ART and for PE will be issued and wiped down after every use.

## MOVEMENT AROUND SCHOOL



We have introduced a system in school where everyone will be expected to 'keep left'. The corridors are clearly marked to remind us all of this. This is designed to help minimise contact.

## CURRICULUM



We intend to offer a full and ambitious curriculum as before. Therefore, there will only be minor adjustments to what children learn in class as we accommodate restricted movement around the school and use of specialist equipment. Unfortunately, we are unable to offer swimming lessons until further notice.

## WRAP AROUND CARE AND EXTRA CURRICULAR ACTIVITIES

We are currently offering limited spaces for before and after school care. The sessions must be booked online. We will be operating the sessions in the year group bubbles that children will be in during the school day. The drop off and collection times are non-negotiable as we must adhere to the regulations in place. Wrap around care will start from TUESDAY 9<sup>th</sup> MARCH and is **not** available on MONDAY 8<sup>th</sup> MARCH.

Breakfast Club – Drop off at 7.40am at main reception (children taken to class from 8.30am).

After School Care – Pick up 1: 4.30pm. Pick up 2: 6.00pm. (from main reception).

These times are strict in order to ensure that we have sufficient staff to safely run this provision – staff are also in phase group bubbles.

1:1 music lessons will commence from March 2021 – please liaise with the music teacher.

## TOILETS

Toilets will be labelled according to which year group is able to use them and the number of children using the toilets at any one time will be minimised. Nursery, Reception and KS1 children have toilets within their classrooms.



## BEHAVIOUR EXPECTATIONS

We will maintain our high expectations of behaviour when we return and follow our Behaviour Policy. Below is an outline of the expectations we will share with children in both phases when they return. As you can see, these expectations are there to keep children safe and to minimise transmission as much as possible.



### Academy Expectations

A successful AVA student will always:

- 1) Arrive to school and lessons on time
- 2) Wear the correct uniform
- 3) Bring the correct equipment
- 4) Follow instructions first time
- 5) Do their best
- 6) Show respect for others

### Health and Safety

- 1) Wash your hands when you enter the building
- 2) Keep left in corridors
- 3) Keep moving in the corridors; no stopping
- 4) Take the shortest, quickest route to your destination
- 5) Hand sanitise as you enter and leave a classroom
- 6) Wipe down your area and equipment (**as appropriate, this is directed at Older Children**)

**Any behaviour, which puts an individual at risk, will be addressed accordingly and I know you will support us in ensuring that children behave responsibly and respectfully.**

## ATTENDANCE

Attendance systems will operate in the usual way. Registers will be taken at the start of every day and each afternoon. We will follow up on attendance in the usual way.



School attendance will be mandatory again from March 8<sup>th</sup>/9<sup>th</sup>. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school, and they are of compulsory school age.
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

## COVID 19 AWARENESS

Parents/carers should ensure that children do not come into the school if they have coronavirus (COVID-19) symptoms, or have tested positive in at least the last 10 days.



If anyone in the school becomes unwell with a new and persistent cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), their parents or carers will be contacted and they will be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they should self-isolate for at least 10 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19).

If they have tested positive whilst not experiencing symptoms but develop symptoms during the isolation period, they should restart the 10-day isolation period from the day they develop symptoms.

Other members of their household (including any siblings) should self-isolate for 14 days (unless advised otherwise) from when the symptomatic person first had symptoms.

If a child is awaiting collection, they will be moved to a room where they can be isolated behind a closed door, depending on the age and needs of the child, with appropriate adult supervision if required.

## RISK ASSESSMENT

A Whole Academy Risk Assessment has been written to cover all elements of the academy reopening and can be found on the school website may address further questions you may have.



## Be Kind

Please be mindful that now more than ever we all need to support each other. This (most recent) lockdown has seen people experiencing the most terrible situations. We are aware of many families and colleagues that have experienced losing loved ones, are financially in need, have experienced poor mental health, have lost jobs, their homes and are worried about the future.

Whilst we all have our own views on how we are all coping or how different situations have been handled please remember we are all human and are all trying our best in unprecedented times. Please be kind. Our children need love and nurture, they need our support and guidance please remember that they too will be worried and that our job as the grown-ups is to protect them.