

Parent Guide

Uniform	The expectation is for children to wear uniform for school. They need to wear clean clothes each day please. Please make sure this is all labelled.
What can be taken into school?	Essential items can be brought into school in your child's bag. This may include lunch, change of clothes, continence products, communication aid. Please avoid where possible any additional items; toys etc. If possible lunch should be placed in a disposable bag.
Hygiene and cleaning expectations	It is key that everyone in the school building follows good hand hygiene with very regular handwashing and also that everyone follows the 'catch it, bin it, kill it' regime. Staff and children will follow this with all children being supported to wash hands regularly across the school day.
Will school staff be wearing PPE?	<p>The latest guidance advises that PPE in schools is only worn in circumstances such as personal care in the same way it always has for each particular child's needs; this includes gloves and aprons. We do have the whole range of PPE available in case it is needed e.g. if a child is symptomatic or for when staff are undertaking personal care / administering first aid.</p> <p>Transport personnel will wear face masks and gloves.</p> <p>Face coverings may be worn by staff as an additional precaution. This is at the discretion of the school to decide. This guidance may change over time.</p>
School arrival and end of day	<p>Due to our small entrances and limited car park space there will be some staggering to arrival times / end of day between 9-9:15 and 3-3:15pm. <u>This information will be shared with you during the holidays by transport.</u></p> <p>The transport team are working hard to plan routes and vehicles to adhere to distancing guidance and good hygiene practises.</p> <p>For parents who drop off at the school start / end times remain the same. I am very aware that many of you have children who will need to be arriving at other schools at set times by year group maybe. We shall be flexible and support you with this.</p> <p>Parents, carers and transport staff will not be allowed into the building. If you are bringing your child we can only have 1 parent/carer arriving with each child please. Our 2 entrances will be used to reduce children arriving in one place. If children arrive on transport they shall be supported from their buses / taxis by school staff once the entrance is clear. This will all be supervised daily by Sara and Emma to ensure it is safe and well managed.</p>

	Parents will drop off children in the side car park and hand their child to a member of their class team. Please see the Arrival / Collection Guidance document for details.
Classroom and staffing	Each class will form its own 'bubble'. The children and staff from this bubble will remain together. This limits contact across the school. The guidance states that we should <i>'limit interactions but recognises that children with complex needs will not be able to maintain social distancing and it is acceptable for them not to distance within their group'</i> .
Playtime and lunchtime	Each bubble will have an allocated outdoor space / play area to use for breaks and lunchtime. These areas will be timetabled and cleaned between each use. Therefore different classes will not mix. The children will remain in their bubbles for lunch and will eat in their classroom. This is no different for Brookfields. Initially whilst we settle the children and school into a staggered lunch routine and check timings we shall be having picnic bags and these will then be replaced by the usual hot dinner option. Other children will bring their own dinner as usual (no nuts please).
Toilets and changing provision	Each bubble will have toilets and a changing area allocated. This means that we know exactly which children have used which facilities. We have employed a full time cleaner to clean the toilets, changing areas and any shared spaces indoors.
Movement around the building.	<p>We now have a one way system in place around the school to limit contacts. This is clearly marked with visual markers.</p> <p>Rooms such as the sensory room and soft play room will be timetabled for use and will be used by very small groups of children only due to their size and ventilation. They will be cleaned after use by bubble groups. We will ensure that through the use of the classrooms, outdoor spaces, hall and other timetabled spaces that pupils sensory and behaviour needs will be addressed.</p>
Curriculum and assessment	The school will offer the full curriculum to each child. This will initially be through a specially planned Recovery Curriculum approach as we support all of our children to have a positive transition into school. The children will all be baselined so that we can identify their starting points following a prolonged time out of school. This will allow us to set relevant IEP targets and B-Squared assessment targets for this school year.
Visitors into school ~ multiagency professionals / practitioners	We shall minimise the number of visitors into school to protect our bubbles. Any visitors who do come into school will be pre-booked and have shared their risk assessments. Any visits must be approved by the headteacher. Many practitioners are continuing to operate 'remotely' and we shall work appropriately with these services and encourage this as appropriate. Any meetings will take place virtually and not face to face as we shall not have any spare spaces that are

	not in use / spaces that are suitable to allow appropriate social distancing. Each bubble will maintain a log of who has been in that room apart from the pupils and staff whose bubble it is. This will allow us to track contacts easily.
Visitors into school ~ parents / carers	Communication with our parents / carers will be via telephone, email or virtual meetings until guidance about reducing interactions changes and we shall keep you updated about this.
Educational visits, swimming, enrichment activities	<p>For half term 1 at least there will be no additional activities.</p> <p>Educational visits are high risk as anywhere that we would travel to carries a high transmission risk e.g. park play areas, shopping, café's etc.</p> <p>Swimming: where we know that the chlorinated water would be safe and likely kill the virus our pupils need a lot of close face to face interaction for changing and support in the water which we have to avoid / reduce wherever possible.</p> <p>Enrichment activities e.g. after school clubs. Our clubs are open to children from different classes and this would mean that children would be mixing with peers from other bubbles. This has to be prevented.</p>
Events and gatherings	The guidance states that there should be no gathering of large groups. This means that all assemblies will be held on a class basis in individual classrooms as part of daily collective worship activities. This sadly also means that there will be no whole school gatherings for special assemblies and celebrations.
Home school communication	Home school communication will take place via email / telephone on a daily basis. In the same way that school and parents would write in the books the same will happen but with email. There will be no home school books being passed from home-school each day as this is a transmission risk that we can avoid. Your child's teacher and all other key staff will all be available by telephone too.
What if my child becomes ill at school?	If your child becomes unwell and /or starts to show symptoms you will be contacted to immediately collect them. We have a designated room that they will wait in with 1 member of staff. It is essential that you ensure school has your correct contact details. You will then have to have your child tested and provide school with the result of the test.
What if there is a case of Coronavirus in my child's bubble?	If there is a confirmed case of Coronavirus in your child's bubble then we would have to close that bubble and send children home / not allow pupils in. Isolation advice would have to be followed by all households and anyone who started to show symptoms would have to be tested. I would provide all of the information you would need for what to do in a letter at the time. The room and other spaces used by the class would be deep cleaned in line with guidance.

What if the local / national infection rate rises?	If this were to happen we would follow the guidance provided and share this with you immediately. This may mean you get told of changes with short notice of partial or full school closures.
What do I do if my child or a family member is unwell with symptoms?	The important thing is that you do not send your child into school and that you tell us; even if it is a family member. You must get the child / adult tested and follow household isolation guidance. You must tell school of the outcome of any coronavirus test. This will enable us to support track and trace.
Other reasons for bubble closure	There may be occasions that we have to close bubbles for other reasons such as not having enough staff to run the bubble safely. This would be a very last resort but may happen if staff have to go for a test e.g. if they have any symptoms, if a staff family member has symptoms etc. We will always seek to replace staff to ensure we stay open but we must always have enough staff to run safely. This may happen at short notice so always keep your phones on in a morning to spot text messages.
How can I help prepare my child to return to school?	<ul style="list-style-type: none"> ○ Use the transition resources provided by school and on the school website ○ Use the school website gallery and class pages to talk about school and school activities ○ Encourage children to be in the routine of washing their hands carefully and regularly ○ We shall upload a social story about people wearing PPE that you can share with your children ○ If you are anxious please try hard not to pass this onto your child; please contact school so that we can help ease your worries and address any concerns. Please use my email address below.
Communication over the summer	I will be contactable over the summer by email to answer any questions: head.brookfields@halton.gov.uk

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S. Ainsworth