

Delaval Gardens
Blyth
Northumberland
NE24 4DA



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Dear Parents, Carers,

I hope that you are all safe, well and made the most of the summer holiday.

We are excited and really looking forward to welcoming you all back and I am sure you appreciate our main priority is ensuring all our children can return safely to school. I will try to keep all communication factual and informative.

For those of you with children who already returned in July much of this will be familiar but for those of you who are joining us or returning in September things will be a little different, as we have to introduce measures to ensure we minimize risk for our children and families.

The school will be closed to pupils on Tuesday 1st September 2020 for a Teacher Training Day. All children will return to school on Wednesday 2nd September 2020.

The start and end of the school day will be staggered as will morning break and lunch times. Children and staff will work in 'bubbles' with a limited number of children per 'bubble'. Whilst we are not able to gather for assemblies, we are going to continue with weekly in class celebrations.

Further information will follow regarding the re-opening of Breakfast and After school clubs. We do not anticipate Breakfast club or After school clubs running during the first half term but we are working tirelessly to find a solution.

Packed lunches will be provided for those eligible Free School Meals on the first week back and school dinners will be available at the start of the second week to all children. Those not eligible for free school meals can choose to pay for a school lunch or bring your own packed lunch.

We know that some of the changes will make school seem a little different for both parents and children, but we want to take this opportunity to reassure you that we are committed to providing a safe and secure learning environment and we will continue to support our children and families even if some of that has to be virtually!

A more detailed plan for re-opening, confirmation of pick up and drop off times will also be posted on the website, so they are easily accessible. I am sure you will appreciate guidance is coming through all the time and we are reviewing this in line with our plans, obviously if this means these need changing we will update you.

We look forward to seeing everyone again on Wednesday 2nd September 2020 and as a school we would like to thank you all for your continued patience, support and understanding during this time.

If you have any issues, worries or concerns please do not hesitate to contact us.

Yours sincerely

DTWorrall

Headteacher



NDPS Drop Off and Pick Up Times

Year Group	Start Time	Finish Time	Location
Year 6	8.30am	3.00pm	Left Side of Main Gate
Year 5	8.30am	3.00pm	Right Side of Main Gate
Year 4	8.40am	3.05pm	Left Side of Main Gate
Year 3 / 4	8.40am	3.05pm	Right Side of Main Gate
Year 3	8.40am	3.05pm	Right Side of Main Gate
Year 2	8.50am	3.10pm	Left Side of Main Gate
Year 1	8.50am	3.10pm	Right Side of Main Gate
Reception	9.00am	3.15pm	Left Side of Main Gate
Nursery AM	9.00am	11.45am	Nursery Gate
Pre-School PM	12.30pm	3.15pm	Nursery Gate

Instructions for Drop-off and Pick-up

- Children will line up in their class groups at the front gate
- Each class will be asked to line up on the left or right hand side of the gate on the markers
- Children will be collected promptly from the front gate by a member of staff
- Nursery will use the nursery gate
- At the end of the day children will be brought to the main gate by a member of staff
- Children will be collected by parent/carer
- No bikes or scooters will be stored on the school site
- Initially, Parents will not access the school site

It is vital that we are punctual and arrive at the requested time. This is to ensure a calm, safe and socially distanced arrival into school. It is equally important that children are collected on time. I cannot stress to you enough the importance of punctuality to help and support school in following guidance and minimise any upset or disruption to children's day.

We also ask that parents do not gather in groups in and around the front gate and respect each other's space.

Please do not approach any members of staff directly or enter the school site or building. Any discussions will have to take place over the phone or by appointment. You can arrange this by contacting the school office.

Unfortunately, due to the increase in site traffic at the golf course it would not be a safe or viable option to use those gates.

NDPS Full Re-opening Information

On Wednesday, 2nd September 2020, the following year groups will return full-time for the beginning of the autumn term:

Nursery AM	Mrs Ralph
Pre-School PM	Mrs Ralph / Mrs Duff
Reception	Miss Smith / Mrs McRae
Year 1	Mrs Wilkinson
Year 2	Mrs Horne
Year 3	Mrs Mongahan
Year 3 / 4	Mrs Thew / Mr Struthers
Year 4	Mr Kelly
Year 5	Miss Sawyer
Year 6	Mrs Anderson

Following you will find some information that gives a little more detail regarding the full re-opening of New Delaval Primary.

System of controls

This is the set of actions our school are taking. They are grouped into 'prevention' and 'response to any infection' and are outlined in more detail in the sections below.

Prevention:

- 1) Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (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.
- 5) Minimise contact between individuals and maintain social distancing wherever possible.
- 6) Where necessary, wear appropriate personal protective equipment (PPE).

Response to any infection:

- 7) Engage with the NHS Test and Trace process.
- 8) Manage confirmed cases of coronavirus (COVID-19) amongst the school community.
- 9) Contain any outbreak by following local health protection team advice.

Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school.

If anyone becomes unwell with a new, continuous cough, loss of taste or smell or a high temperature in school, they will be sent home and advised to take a test and self-isolate. Where the child, young person or staff member tests negative, they can return to their setting (if they feel well and no longer have symptoms similar to COVID-19). If there is a suspected COVID 19, then the individual will be isolated and parents / guardians informed. If they need to be supervised then person supervising will wear appropriate PPE.

The suspected person must be tested as soon as possible.

Whilst waiting for the test results, people in the bubble group will not be isolated, but would ensure bubble is supervised and bubble maintained.

The test result must be sent to school.

If test comes back as negative no further action required. The child can return to school upon receipt of the test result.

If test comes back as positive Public Health and Track and Trace will inform school of the actions they need to take. All information received from public health will be shared with parents, carers immediately.

If any other person in the bubble has symptoms of COVID, the above will also be followed but contact Public Health immediately, and follow their advice.

IMPORTANT:

Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves.

Social Distancing at school

At New Delaval Primary School, we will continue to take necessary steps to ensure that social distancing can be achieved in specific areas of the school. We will continue to minimise contact between groups and maintain social distancing wherever possible. The overarching principle to apply is reducing the number of contacts between children and staff. This can be achieved through keeping groups separate (in 'bubbles'). Within the bubble, social distancing between children is no longer required for all year groups.

Risk assessment

As part of planning for a full return in the autumn term, it is a legal requirement that schools should revisit and update their risk assessments (building on the learning to date and the practices they have already developed), to consider the additional risks and control measures to enable a return to full capacity in the autumn term. We will review this risk assessment and ensure that it is in line with current and up-to-date guidance. We will implement sensible and proportionate control measures which follow the health and safety hierarchy of controls to reduce the risk to the lowest reasonably practicable level.

Groupings / Bubbles

Children will arrive at school in their class / year group bubble / group. The groups will not mix with each other during the day. Each group will have an allocated section of playground to use at break and lunch. Each group will have a specific start time, finish time, break time and lunch time.

Use of PPE in school

The guidance states that the majority of staff will not require PPE beyond what they would normally need for their work. However we have carefully considered when staff should be wearing them for the following reasons:

- Administering intimate care (i.e. should they need to change a child)
- Administering first aid
- Specific room for a child with suspected COVID-19 symptoms

It is agreed that all staff will have access to disposable gloves and disposable protective face masks if required. Staff may choose to wear a face shield.

The DfE guidance states that face coverings (or any form of medical mask) should not be worn in any circumstance by those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as this may inadvertently increase the risk of transmission. Current guidance for under 12's also states that there is no need to wear face coverings in 'bubbles'.

How we reduce mixing within the school setting

- Access rooms directly from outside if possible
- Staggered arrival, departure, lunch and play breaks to ensure that any corridors or circulation routes used have a limited number of pupils using them at any time
- Limit the number of children or young people who use the toilet facilities at one time

Cleaning and hygiene

At New Delaval Primary School, we will:

- Ensure that children stay in their groups at all times each day, and different groups are not mixed during the day, or on subsequent days
- Ensure that children will use the same classroom or area of a setting throughout the day, with a thorough cleaning of the rooms at the end of the day
- Ensure that the cleaning team is on site from 8.30 a.m. until 3.30 p.m. regular cleaning around the schools throughout the day
- Ensure that regular hand washing is happening – on arrival at school/ at least every hour thereafter/ before and after lunch & snack/ after outdoor activities/ after sneezing or coughing
- Ensure that sufficient handwashing facilities are available. Where a sink is not nearby, provide hand sanitiser in classrooms and other learning environments
- Clean surfaces that children are touching, such as toys, books, desks, chairs, doors, sinks, toilets, light switches, bannisters, more regularly than normal by the cleaning team
- Ensure that all adults and children:
 - Frequently wash their hands with soap and water for 20 seconds and dry thoroughly
 - Clean their hands on arrival at the setting, before and after eating, and after sneezing or coughing
 - Are encouraged not to touch their mouth, eyes and nose

- Use a tissue or inner elbow to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it')
- Ensure that help is available for children and young people who have trouble cleaning their hands independently
- Encourage young children to learn and practice these habits through games, songs and repetition.
- Ensure that bins for tissues are emptied throughout the day
- Where possible, all spaces should be well ventilated using natural ventilation (opening windows) or ventilation units
- Doors are propped open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation.

Reduce the use of shared resources:

It is still recommended that pupils limit the amount of equipment they bring into school each day, to essentials such as packed lunches, hats, coats and books/ homework bags. **No personal bags are allowed.**

What can my child bring to school?

- Packed Lunch Box/Bag
- Personal items including hats, coats, books
- Do not bring personal backpacks or bags into school

Classroom based resources, such as books and games, can be used and shared within the bubble; these will be cleaned regularly, along with all frequently touched surfaces. Resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously. Outdoor playground equipment will be more frequently cleaned.

Changes to routines for staff and pupils

These new routines will be explained in a child-centred way and the children will be fully involved in this learning process. Again, we will encourage children to learn and practice these habits through games, songs and repetition within a safe and nurturing environment.

The highest level of behaviour and respect will be expected from all pupils. Parents will automatically be contacted, should a child refuse to follow the new routines.

The routines include:

- Following any altered routines for arrival or departure
- Following school instructions on hygiene, such as handwashing and sanitising
- Following instructions on how pupils can socialise with at school
- Moving around the school as per specific instructions (for example, one-way systems, out of bounds areas, queuing)
- Expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching your mouth, nose and eyes with hands
- Tell an adult if you are experiencing symptoms of coronavirus
- Rules about sharing any equipment or other items including drinking bottles
- Amended expectations about breaks or play times, including where children may or may not play
- Use of toilets
- Clear rules about coughing or spitting at or towards any other person
- Clear rules for pupils at home about conduct in relation to remote education
- Rewards and sanction system where appropriate

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Uniform

It is expected that all children wear the full school uniform in September 2020. Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal. PE kit must only be brought to and from school on PE days (class teacher will confirm days). Black school shoes must be worn with the uniform.

Curriculum expectations

Our aim to return to the school's normal curriculum in all subjects, however substantial modification to the curriculum may be needed at the start of the year, so teaching time should be prioritised to address

significant gaps in pupils' knowledge with the aim of returning to the school's normal curriculum content by no later than summer term 2021.

Teachers will plan on the basis of the educational needs of pupils: Curriculum planning will be informed by an assessment of pupils' starting points and addressing the gaps in their knowledge and skills, in particular making effective use of regular formative assessment (for example, quizzes, observing pupils in class, talking to pupils to assess understanding, scrutiny of pupils' work).

Specific points for early years foundation stage (EYFS) to key stage 2

For children in Nursery settings, teachers will focus on the prime areas of learning, including: communication and language, personal, social and emotional development (PSED) and physical development. For pupils in Reception, teachers will also assess and address gaps in language, early reading and mathematics, particularly ensuring children's acquisition of phonic knowledge and extending their vocabulary.

For pupils in key stages 1 and 2, teachers will identify gaps and re-establish good progress in the essentials (phonics and reading, increasing vocabulary, writing and mathematics), identify opportunities across the curriculum so they read widely, and developing their knowledge and vocabulary. The curriculum will remain broad, so that the majority of pupils are taught a full range of subjects over the year, including sciences, humanities, the arts, physical education/sport, religious education and relationships and health education.

Pupil wellbeing and support

Children will have experienced a variety of emotions in response to the coronavirus (COVID-19) outbreak, such as anxiety, stress or low mood. It is therefore vital that our school fully supports all children when they return to school in the autumn term.

Our school will plan and implement specific provision of pastoral care and extra-curricular activities to all pupils designed to:

- support the rebuilding of friendships and social engagement
- address and equip pupils to respond to issues linked to coronavirus (COVID-19)
- support pupils with approaches to improving their physical and mental wellbeing

Physical activity

Pupils will be kept in consistent groups, sports equipment thoroughly cleaned between each use by different individual groups, and contact sports avoided. Outdoor sports will be prioritised where possible, and large indoor spaces used where it is not, maximising distancing between pupils and paying scrupulous attention to cleaning and hygiene.

Catering

Our school kitchen will be fully open from the start of the autumn term. School kitchens can continue to operate, but must comply with the guidance for food businesses on coronavirus (COVID-19).

In the first week back those eligible for Free School Meals will receive a school made packed lunch. We plan on using the dinner hall to provide hot meals at the start of the second week.

Attendance expectations

In March when the coronavirus (COVID-19) outbreak was increasing, we made clear that no parent would be penalised or sanctioned for their child's non-attendance at school.

Now the circumstances have changed and it is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing 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 both primary and secondary school.

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

- Parents' duty to ensure 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.

IMPORTANT:

Parents/ Carers must telephone school on the first day of absence. A message may be left on the school answer phone. Please include the reason for the absence as unwell will not suffice.

Pupils and families who are anxious about return to school

We are of course here to support all our families and discuss your concerns and provide reassurance of the measures we are putting in place to reduce the risk in school.

Please contact the school office.

Pupils who are shielding or self-isolating

Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, we will offer them access to remote education. Schools will monitor engagement with this activity.

Where children are not able to attend school as parents are following clinical and/or public health advice, absence will not be penalised.

Educational visits

This will be done in line with protective measures, such as keeping children within their consistent group, and the COVID-secure measures in place at the destination.

We will also make use of outdoor spaces in the local area to support delivery of the curriculum. As normal, we will undertake full and thorough risk assessments in relation to all educational visits to ensure they can be done safely. As part of this risk assessment, we will consider what control measures need to be used and ensure staff are aware of wider advice on visiting indoor and outdoor venues.