



Our Reconnection Plan

September 2020

Current guidance

The Government guidance released on 2nd July 2020 (with the last updates on 28th August) provided us with a context for their decision to request all schools to open to all children from September and issued guidance for schools to adhere to and manage when opening. The guidance issued can be found in full here:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Parent information is here:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

At DLPS we have been working hard on our plans for a full reopening ensuring that we:

- **fulfil the expectations required of us**
- **ensure that the safety of everyone is paramount in all our decisions and actions**
- **continue to provide a high quality, well balanced curriculum to best support our pupils in their education.**

Keeping children and staff safe

All schools must comply with health and safety law, which requires them to assess risks and put in place proportionate control measures. Essential measures include:

- a **requirement that people who are ill stay at home**
- robust **hand and respiratory hygiene**
- enhanced cleaning arrangements
- **active engagement with NHS Test and Trace**
- formal consideration of how to reduce contacts and maximise distancing between those in school, wherever possible, and minimise potential for contamination so far as is reasonably practicable

All schools have been provided with a set of actions to 'prevent' and 'respond to infection' which are summarised below:

Prevention:

- minimise contact with individuals who are unwell
- clean hands thoroughly and more often than usual
- ensure good respiratory hygiene - 'catch it, bin it, kill it'
- enhanced cleaning
- minimise contact between individuals and maintain social distancing wherever possible
- where necessary, wear appropriate personal protective equipment (PPE)



Response to any infection:

- engage with the NHS Test and Trace process
- manage confirmed cases of coronavirus (COVID-19) amongst the school community
- contain any outbreak by following local health protection team advice

Class and Year Group 'bubbles'

We will group each Year Groups into 'bubbles' which will remain consistent and **separate from other 'bubbles'** during the school day.

During the school day they will only ever mix in their BUBBLE – Nursery, Reception, and all Year Groups between Years 1 to 6. If there is contact with 'wider than the Year Group bubble', this will be recorded with the **date and time for future reference (in case of positive cases or lockdown needs)**.

For the majority of their time in school the children will be in their own class bubble with their own teacher and support staff but at playtimes and lunchtimes they will be separated into their Year Group bubbles. If any children interact with others outside their year group bubble due to exceptional circumstances, then a record will be kept for test and trace purposes.

This will 'make it quicker and easier in the event of a positive case to identify those who may need to self-isolate and keep that number as small as possible'.

Attendance

Year Groups 1 to 6 will be welcomed back to school on Thursday 3rd September. Nursery and Reception pupils will start school on Monday 7th September.

We support the government here which notes:

- *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.*

However, we recognise that some children and families will be very anxious about returning to school and we will do our best to work with families to reassure them of the safe procedures we have in place at school.

Shielding children

Shielding advice for all adults and children paused on 1 August. Where a pupil is unable to attend school because they are complying with clinical and/or public health advice, please contact a member of the SLT team and we will work with you to support your child the best possible way we can.

Before Your Child Leaves Home in The Morning

Please check for any of the following symptoms

- a high temperature

- a new, continuous cough
- a loss of, or change to the sense of smell or taste

If any of these symptoms are evident do not send them to school, contact us on 01207 503984 or email delveslaneprimary@durhamlearning.net as soon as possible

Government advice must be followed, it can be found here.
https://www.gov.uk/coronavirus?gclid=EAlaQobChMI_tzD-Mvd6QIVxbTtCh3s_QgYEAAYASAAEgKB4fD_BwE

Travel to and from school

In accordance with our current risk assessment we encourage parents, staff, and pupils to walk, we are allowing the use a scooter or cycle children but please be mindful of social distancing requirements.

Children and families should ensure they are **following social distancing guidelines** whilst travelling to and from school. We ask that nobody meets at the gates/stopping to talk in these areas. If you would like to speak to staff, please telephone or email the main school office.

Morning Drop Offs

First day back – THURSDAY

Please make sure your child brings a full water bottle for school each day. Please make sure they have used the toilet before leaving home.

To ease congestion, we will continue to have staggered start and finish times. Staff will meet children at the main gate and we will have marshalls around the site to help guide children to the correct entrance. Parents and Carers will not be allowed onto the site unless they have booked an appointment via telephone or email.

It is important that we do not have parents congregating at the school gates and that we limit the number of interactions across bubbles. Children will come into school in phases and children will be encouraged to socially distance from other year groups, e.g. Year 5 from Year 6:

Years 5 & 6 (Classes 11,12, 13, 14)

Years Nursery and Reception (Classes NAM, 1, 2) & SIBLING GROUPS

Years 1 & 2 (Classes 3, 4, 5, 6)

Years 3 & 4 (Classes 7, 8, 9, 10)

We would encourage only ONE parent/adult to drop off and collect to help minimise the number of adults at the main gate.

TIMINGS ARE AVAILABLE ON THE WEBSITE

<http://www.delveslaneprimary.durham.sch.uk/parents/how-we-will-reopen-our-school-safely/>

Year Groups	School Start Time	End/Collection Time
Nursery AM	8.45am	11.45am
Nursery PM	12.15pm	3.05pm
Reception (Class 1 & 2)	8.45am	3.05pm
Families with Siblings	8.45am	3.05pm
Year 1 & 2 (Classes 3,4,5,6)	8.55am	3.15pm

Year 3 & 4 (Classes 7,8,9,10)	9.05am	3.25pm
Year 5 & 6 ((Classes 11,12,13 14)	8.35am	2.55pm

Please note you MUST drop off and collect your child from the main pedestrian gate. We will follow the timings as rigorously as possible to avoid any unnecessary congestion. Please follow social distancing guidelines whilst waiting to drop off and collect your child from school.

If your child is late, they will have to wait until there is no congestion to come into school.

If you have more than one child to drop off and collect, please bring all children at 8.45am each day UNLESS one of your children is in Years 5 & 6. If this is the case, please bring your family, including your Year 5 or Year 6 child to school for 8.35am. Thank you.

MORNINGS:

Parents will not be allowed onto site at this time and must say a 'goodbye' to their child at the main gate. There will be lots of familiar staff to welcome the children and guide them to their classrooms on our playground and this will then limit congestion further to increase safety. Thank you for your support in this. We recognise this will be distressful for younger children and we will have familiar Teaching Assistants to help support your child coming into school. Thank you.

A member of staff will meet 2-Year-Old Parents and escort them with their child on to the site at 9.30am (AM) or 12.45 (PM) to drop off their child at the infant wooden gate.

End of the day – Collection

To ensure we are **minimising contact and ensuring social distancing** at the end of the day parents are asked **not to enter the site**, the children will be **taken to the main gate (in their bubble -see above and on the website)** – teachers will coordinate this.

The children will be brought out to their parent/adult at their **allocated time**.

Please can parents ensure they are on time for a swift collection. We will ensure that teachers bring children out punctually at the end of the day.

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If you have siblings in different classes, we contact you individually to inform you of your collection time for your group of children. All parents will be informed by Thursday 3rd September of their collection time.

If you are late collecting your child, then you will need to wait until there is no congestion. Children who have not been collected on time, will go back to the main

school hall (infant or juniors and sit with other pupils in their Year Group Bubbles. Years 3 – 6 children who are not collected on time will go back to the junior hall and sit in Year Group Bubbles.

Children in Nursery to Year 2 will go back to the infant hall and sit in Year Group Bubbles.

****Please note we will review the collection arrangements regularly in September and continually update according to the government guidelines to ensure they are working effectively, and we are happy with the safety precautions in place. Please be aware we will make amendments to timings if we feel it is necessary.**

Nursery and Reception Children

As there is now limited time for talking and a change to the usual parent flowing EYFS we normally have, we will be ensuring NEW Nursery and Reception children and their parents will be invited for an individual appointment to meet the teacher on Tuesday 1st or Wednesday 2nd September 2020 or an individual team meeting (at parents' discretion). There will be further discussions by telephone and emails to follow up the first few weeks in school, how your child is feeling and to ask any questions

Arrangements in school

Children in EYFS (Nursery and Reception) will be following some free flow and play based curriculum. Whole class teaching sessions will take place alongside this as will small group teaching,

It will not be possible, nor is it required, to enforce social distancing measures with children in EYFS. This means that children will encounter all the children in their class and they are likely to come into contact with all the children in the year group during outside free flow and lunchtimes. Children will wash their hands often and surfaces and equipment regularly sanitised.

Learning resources

For individual and very frequently used equipment, such as pencils and pens, **staff and pupils will have their own items that are not shared in Key Stage 1 & 2.** Classroom based resources, such as books and games, can be used and shared within the class bubble; these will be cleaned regularly, along with all frequently touched surfaces. In KS1 and KS2 resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently and meticulously and always between bubbles, or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.

Assemblies

There will be no traditional whole school or key stage assemblies at present and these will be replaced by a Virtual Assembly, which will be watched by children in their classrooms on the interactive whiteboards.

We will not be hosting Harvest and Christmas events this term. All full-scale productions **will not be taking place in the Autumn Term. We will however do our best to host virtual events, e.g. Christmas Carol Singing, etc.**

Reading Books

Reading books can still be brought home, however on their return to school **they will be placed in a box** and left for 72 hours before returning to the shelves. If your child has a reading book at home, please return on the first day back in September.



Enhanced cleaning regimes

Since lockdown and opening for keyworker children our school has had enhanced cleaning systems in place and has also been regularly deep cleaned. We have adjusted our cleaning rotas with our site team to ensure that much more cleaning goes on during the school day – with particular attention paid to those surfaces that are frequently touched like door handles. School staff not normally involved in these duties like teachers and support staff have also been helpful in keeping their own classrooms clean and extra materials have been provided for this purpose. We anticipate these arrangements will stay in place until further notice.

Coats and bags

As children have their own cloakroom facilities in their individual classrooms coats and bags can be left in their normal places, however we are asking that you consider whether you need to bring in the bag and it must be a material that is wipeable. No fluffy rucksacks will be allowed. **Please keep items brought into school to a minimum, packed lunch (if bringing from home) and water bottles ONLY.**

Children are asked to wear PE kit on PE days to reduce the need for PE bags and changing in school. This can remain on all day. In the colder months, children will be able to wear track suit bottoms and hooded PE tops for PE. We will update you about the PE timetable on Friday 4th September.

The importance of fresh air

Windows and doors will be left open as much as possible to aid ventilation. Teachers will plan many outdoor learning activities and therefore it is essential that the children come suitably dressed for all weather possibilities.



Breakfast Club, After School Childcare and clubs

Clubs will be phased in gradually during the Autumn term and information will be sent out separately. After School Childcare will start again on Monday 21st September and Breakfast Club will begin again on Monday 28th September.

Parents and Carers will not be able to enter the site. They will be met at the main pedestrian gate by Mrs Bell. ALL PLACES FOR BREAKFAST AND AFTER SCHOOL CHILDCARE WILL NEED TO BE PRE-BOOKED AND PRE-PAYED. Thank you.

School Office

Our main School Office will remain closed to personal visitors. Parents/Carers should do all they can to ensure that children have all that they need for the day (e.g. packed lunches) at the start of the day and if there is an instance where their child needs to be collected at a different time, they should telephone the school to make arrangements.

A member of the admin team will then arrange to meet parents with their child at the main school gate.

All other communication should be done by telephone or e-mail. Telephone 01207 503984 or email delveslaneprimary@durhamlearning.net



Communication

Communication with parents is important to us. Due to the current restrictions we would request that meetings with members of staff are by prior arrangement only so that social distancing and safety precautions can be put in place. If you would like a phone conversation or a face to face meeting please email delveslaneprimary@durhamlearning.net

OR telephone the office 01207503984 to support making these arrangements.

Please do not engage in face to face conversations at the school gates. Thank you.

Behaviour

An addendum to our Behaviour Policy has been formulated for September 2020. This will be made available on our website by Friday 4th September.

In these times of heightened risk to our health, it is important that children and staff are aware that unhygienic behaviour is taken very seriously.

Our DLPS values and ethos remain unchanged, and children are expected to aim to uphold them.

DLPS SCHOOL RULES:

1. Keep hands, feet and unkind words to yourself.
2. Do as you are told straight away.
3. Look after everything in our school.
4. Walk sensibly and quietly in school.
5. Be polite and helpful to everyone – good manners are important.

In addition to our School Rules, children must be aware of the new requirements in the addendum namely that they must:

- **Stay at least 1+ metres apart from each other wherever possible (with a common sense approach taken to EYFS and younger pupils and being mindful of classroom restrictions);**
- **Use their own specific equipment as directed by the class teacher and not share any of these;**
- **Not share any food, drinks, cups or water bottles;**
- **Work, eat and play in our designated group, and minimise contact with children from other groups (including in the playground, anywhere on the school site and on our way to and from school). We are moving around school in Year Group Bubbles – Playtimes and Lunchtimes.**
- **Move around school as instructed by our teacher/adult and avoiding other people**
- **Never cough, sneeze or spit towards another person; catch all coughs and sneezes in a tissue or elbow and throw it away (catch it, bin it, kill it), then wash our hands**
- **Wash hands frequently (including whenever we are asked to), with soap and water for 20 seconds (e.g. by singing happy birthday twice) or with hand sanitiser if soap and water are not available;**

It is essential that the children always listen to and follow instructions and adhere to the guidelines set by the government and the school. This is required inside school and outside during breaks and lunches. Any child who is unable to do this is risking the safety of themselves, other children and staff. We will contact parents regarding any matters of behaviour that arise.

Some children may need a risk assessment in order to follow school safety measures and might need additional support, e.g. SEN Children. We have updated our Behaviour Policy.

School lunches.

We intend to start with packed lunches initially and phase in hot lunches again later in SEPTEMBER with a return to the normal payment arrangements via Parentpay. We will write to you with more details over the coming weeks.

Year 3 parents should be aware that universal free school dinners do not apply in KS2 and that payment for meals booked will be required. Please check on the Durham County Council website to see if you meet this criteria. We are aware that many families' situations have changed due to the COVID-19 pandemic and therefore if you are now entitled to free school meals and the pupil premium funding, please contact the main office. More information can be found here:

<https://www.durham.gov.uk/article/23315/Free-school-meals>

We have arrangements in place to ensure that during lunch time separation between 'bubbles' is maintained. Children will always have the chance to wash their hands within the classroom before eating as well as use the toilet at allocated times. Lunch time will take place between 12.10 (Reception Pupils) and from 12.15pm for all other Year Groups. Pupils will return to class to start lessons at 1pm.



Packed lunches

Please ensure your child has all the cutlery they need and their meal is easy for them to manage on their own.

Availability of water on site

All pupils should have their own school water bottle that is untouched by other children or staff. No water fountains are currently available at school. Water is available in school to refill children's own water bottles. Disposable plastic cups may also be available that should be thrown away after use.

School uniform

It is an expectation that all children will wear the approved school uniform. We expect our children to take great pride in their school and this is reflected in the way they dress for school. If families are having difficulties in getting a school uniform due to financial hardship, please contact the school office and we will offer support. Thank you.

Curriculum for reconnection

Whilst we are confident that many children will quickly 'bounce back' after the lockdown we are aware that there will be some children returning who have experienced bereavements amongst friends or family or who have experienced anxiety or stress during this time.



In September we have planned a specially designed curriculum for our children to support their adjustments. We will also have a fully planned remote package to revert to if needed via Google Classroom or Tapestry for Early Years Children. This includes a strong emphasis on Personal and Social Education.

Collective Positive Mindset – Contextualising the lockdown

We do not feel that it is helpful to focus on what has been 'lost' during the shutdown. A young person's school career is typically 468 weeks long and most children have been out of school for 14 weeks, which represents below 3% of their total school career.

Moreover, during that time many of our children have been working hard and producing good work remotely and have benefited from time spent with their families, exploring and experiencing different opportunities to grow, learn and achieve in different contexts.

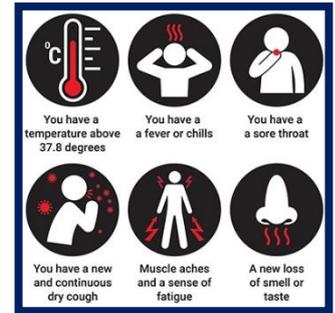
Our staff will remain calm and measured in September knowing that **whatever the situation we have staff with the best knowledge and experience of how to teach, support and help our children** in 'closing the gap' where required. We will not make our children worry unnecessarily or make them think that things are worse than they are and where issues present themselves our language will reflect this motto – 'you can't do it yet' (Positivity).

Assessment

Our teachers will make adaptations establishing 'what has to be learned' rather than sticking rigidly to our usual [long term plans](#). Class teachers will use their own expertise

to establish starting points for each class in the autumn term and will likely have to take 'a step back' in order to help children then move forward with confidence but each child and class will be different.

To strengthen routines, relationships and resilience it is important that, in a measured supportive way, teachers and children get back to established ways of working rather than spending too long on a formal testing regime, especially when children's confidence will be low.



Broad and balanced curriculum.

Although there are some restrictions in place (e.g. singing in large groups) we fully intend to continue with our normal ambitious and broad curriculum in all subjects from the start of the Autumn term. We will make use of existing flexibilities to begin at appropriate starting points for all our children and this may mean that not all subjects are taught every term.

Pupils with additional needs.

We are aware that for some children with additional needs, returning to school after lockdown may have more anxiety or stress. Children with additional needs will be supported by our staff team to ensure a smooth transition when returning to school. Mrs Shaw, our SEN Leader, Mrs Woods and Miss Webb, as well as all our dedicated staff, will continue working with our families to support children in their transition back into school. In some cases, children with additional needs may require a risk assessment to be completed.

Staff will continue to be responsive to the needs of individual pupils and additional support will be provided where necessary. Small group or 1:1 support may take a different form in the Autumn term so that adults and children remain safe, for example, sitting side by side, staff and pupils working at a greater distance from each other, and working in different parts of the school building. Staff who are in close contact with individual children may wear PPE.

Children or staff suspected of having COVID-19

In line with DfE guidance in the case of a suspected infection the school will:

- engage with the NHS Test and Trace process.
We ask that parents and staff inform the school immediately of the outcome of any test;
- manage confirmed cases of coronavirus (COVID-19) amongst the school community. The school will text or e-mail parents with a notification of a confirmed infection including which 'bubble' this may affect. We will not share the names or details of people suspected of having or conformed to have coronavirus;
- contain any outbreak by following local health protection team advice. For the avoidance of doubt the new advice says that we 'must send home those people who have been in **close contact** with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious.
Our Health Protection Team: Health Protection Agency;

Contact – 0300 3038596-Option1

'Close contact' now means:

- face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin);
 - proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual;
 - travelling in a small vehicle, like a car, with an infected person.
- When a case is suspected in school the child will be immediately isolated from other pupils and staff. Staff supervising these children should also try to ensure they remain two metres away while still aiming to provide the reassurance and care particularly young children will need. Enhanced PPE is available for these staff. The school will contact parents and request they collect their child from the school immediately.
 - We ask that parents whose child has been identified as having a suspected case of COVID-19 should seek immediate medical advice.

The guidance says '*Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test.*'

If no test is undertaken then we expect children to self-isolate according to the Public Health England guidance here:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

Households with a confirmed case of Coronavirus should follow the advice laid out by Public Health England here:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance> regarding isolation and should keep their school informed about their planned date of return following isolation.

In the event of a local authority wide lockdown: Please see the DfE link

<https://www.gov.uk/government/publications/containing-and-managing-local-coronavirus-covid-19-outbreaks/covid-19-contain-framework-a-guide-for-local-decision-makers>

Tiers of restrictions

Tier 1

The default position for areas in national government intervention is that education and childcare settings will remain open. An area moving into national intervention with restrictions short of education and childcare closure is described as 'tier 1'. There are no changes to childcare, and the only difference in education settings is that where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.

All nurseries, childminders, schools, colleges and other educational establishments should remain open and continue to allow all their children and young people to attend, on site, with no other restrictions in place.

Tier 2

Early years settings, primary schools and alternative provision (AP) providers, special schools and other specialist settings will continue to allow all children/pupils to attend on site. Secondary schools move to a rota model, combining on-site provision with remote education. They continue to allow full-time attendance on site to vulnerable children and young people and the children of critical workers. All other pupils should not attend on site except for their rota time. Further education (FE) providers should adopt similar principles with discretion to decide on a model that limits numbers on site but works for each individual setting.

In all areas of national government intervention, education settings where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.

Tier 3

Childcare, nurseries, primary schools, AP, special schools and other specialist settings will continue to allow all children/pupils to attend on site. Secondary schools, FE colleges and other educational establishments would allow full-time on-site provision only to vulnerable children, the children of critical workers and selected year groups (to be identified by Department for Education). Other pupils should not attend on site. Remote education to be provided for all other pupils.

In all areas of national government intervention, education settings where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.

Tier 4

All nurseries, childminders, mainstream schools, colleges and other educational establishments allow full-time attendance on site only to our priority groups: vulnerable children and the children of critical workers. All other pupils should not attend on site. AP, special schools and other specialist settings will allow for full-time on-site attendance of all pupils. Remote education to be provided for all other pupils.

In all areas of national government intervention, education settings where pupils in year 7 and above are educated, face coverings should be worn by adults and pupils when moving around the premises, outside of classrooms, such as in corridors and communal areas where social distancing cannot easily be maintained.

Wrap around care

We will be offering after school provision in our After School Childcare Club from Monday 21st September. We will write to you with more information but this must be pre-booked and pre-paid. Thank you.

Breakfast Club will resume from Monday 28th September 2020. Again, we will write to you with more information, but this will also need to be pre-booked and pre-paid. There will be a ten-minute drop off window for Breakfast Club each morning – 7.50am to 8.00am. More information to follow. Parents will not come onto site, children will be collected at the main gate by our Breakfast Club staff, thank you.

More Information

Wherever possible we will limit movement and try to contain the children's own bubbles with the same set of staff. However, this cannot be guaranteed and parents should be aware that children are likely to mix with a limited number of children outside their 'bubble' in Breakfast Club and After School Childcare.

We have made the decision that this was justifiable given that the alternative is no provision at all for working parents. The children will sanitise their hands regularly and additional cleaning measures will be in place.

We hope you find this update useful and please do not hesitate to contact us if you have any questions.