



# **Mellor Primary School**

Our Return to School Offer:  
*A Guide for Parents and Carers*

## Introduction

Following the Government's request for school to begin a phase return, and in consultation with staff, parents and Trustees we have mapped out our road to recovery.

We have missed the vibrancy that our community brings to the school and are keen to see children return to school. However, as you know, the return has to be managed so as to minimise the risk posed to children, parents and staff alike.

Our parent community has expressed a range of personal views regarding their wish for children to return or not, as the case may be, and each will be respected. On reading this document you may change your mind from your original position and we will work with you on this to find a solution.

The guidance on the 11<sup>th</sup> May aimed to explain how schools should go about facilitating the return. Whilst we cannot guarantee full social distancing in school with our younger children, we can put in as many measures as possible to reduce the risk of transmission within the school.

The guidance states that where settings can keep children and those in small groups 2m away from each other, they should do so. While in general, groups should be kept apart, brief, transitory contact such as passing in a corridor is low risk.

This document aims to summarise our actions in school to reduce the risk and prevent the transmission and spread of Covid-19. A comprehensive risk assessment has also been undertaken which supports the offer created and is signed off by the Trustees. This will be available on our website should you wish to read it.

We have been working with colleagues across the country, reviewed DFE and PHE guidance and taken advice from Covid19 specialist practitioners, such as Dr Matt Butler, to help draw together our intended procedures and systems. Therefore, in addition, we've included a list of key information relating to what we know about the virus and you will be able to see how that has impacted upon our thinking. We trust the information will be of help to inform you further about your decision for your children to return. Please be mindful that we are an education establishment and we can only act upon the information we have at the time of publishing this document. The advice and guidance may change and we will adapt in a dynamic fashion as best we can.

This document addresses the many questions that are raised in turn.

**Once you have considered all the information in this document, we would like you to make a decision about requesting a place with the understanding that we will not be in a position to manage a change of request afterwards. Our small school does not have the capacity in both space and staffing to readjust. New requests for places would require new bubbles and we cannot facilitate this at present.**

**Contents are arranged in a series of questions and answers as follows**

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## **1. When will my child return to school?**

For the first week of the holiday period, we have continued to welcome children who have been part of our school community throughout this challenging time, such as children of key workers.

### **Week commencing 8<sup>th</sup> June 2020**

In line with all other schools in the Local Authority, the first two days will be spent redesigning the layouts in classrooms and for staff to discuss key elements of reintroducing children and how best to meet their needs. Key worker provision will continue to operate on Monday 8<sup>th</sup> June and Tuesday 9<sup>th</sup> June.

A timetable has been set up for children in Year 6, to return to school on Wednesday 10<sup>th</sup> June, following on then with a planned return for Year 1 children, Reception and Nursery in that order.

**The following offer may be subject to change, depending on the number places for children of key workers that are requested, in light of recent government advice. If there is a marked increase in the demand for places, this will affect our capacity.**

We are limited with the number of classrooms that we have and staff, this has restricted the number of children that we can have in school at one time.

Whilst the limit in the guidance was capped at 15 children per classroom, ideally our classrooms can accommodate between 8-10 pupils at a standard desk, however in an attempt, to adopt a form of social distancing measures for our older children, we have introduced single desks which creates a little bit more space.

Initially the Year 6 class has been split into 2 bubbles. In each bubble we will have a teacher and at least 1 support member of staff. The same teacher will remain with the same bubble for the subsequent weeks until such time that we are given further guidance.

This will ensure that they are consistently with the same group of pupils and therefore track and trace will be easier should this be necessary.

It is anticipated that the usual class teacher for that year group will lead on planning activities as they have a good understanding of pupils, although planning and resourcing will then be shared.

Consideration has also been given to the High School that the pupils will be transferring to, so that managing transition activities from the High School will be easier.

We will then begin to increase the offer, introducing new year groups in turn as outlined below.

### **Week commencing 15th June 2020**

Year 1 children will be introduced, again in two bubbles.

### **Week commencing 22<sup>nd</sup> June 2020**

We will welcome back Reception and Nursery into four separate bubbles, dependent on numbers.

The lead member of staff for each bubble (B) is as follows:

#### *Year 6*

B1: Mrs Tittershill, B2: Miss Bailey,

#### *Year 1*

B3: Miss Haynes, B4: Mrs Townley,

#### *Reception*

B5: Mrs Boardman, B6: Mrs Fenteman, B7: Mrs Goodfellow,

#### *Nursery*

B8: Mrs Hargreaves,

Key Worker Provision – Miss Lockwood, Mrs Jackson, Mrs Skelly

### **Core offer information**

Our offer is for the children to be in school for 4 days a week. Friday is for a full deep clean and to enable teachers who are working through the week to have planning and communication time for children learning at home.

Parents/carers of Nursery children ***please note we will be offering morning sessions only*** initially. We will review this as we have more information.

Children of key worker families will continue to have Friday open to them

Should parents/carers wish their child to have a place in Year6, Year1, Reception or Nursery, it will be with the understanding that the children will be in for all the days and times specified and it is not a daily choice.

**Overall time table : Note that children in Year6 will be in Monday/Tuesday after Week Commencing 8.06.20**

Week Commencing	Monday	Tuesday	Wednesday	Thursday	Friday
08.06.2020	Key Worker Provision	Key Worker Provision	Key Worker Provision	Key Worker Provision	Key Worker Provision
Existing classrooms	KW1: Year 4 KW2: Staffroom	KW1: Year 4 KW2: Staffroom	KW1: Year 4 KW2: Staffroom	KW1: Year 4 KW2: Staffroom	KW1: Year 4 KW2: Staffroom
08.06.2020			Year 6 Children	Year 6 Children	Year 6 Children First week only
Existing classrooms			B1: Year 6 B2: Barley suite	B1: Year 6 B2: Barley suite	B1: Year 6 B2: Barley suite
15.06.2020	Year 1 Children	Year 1 Children	Year 1 Children	Year 1 Children	
Existing classrooms	B3 : Year 5 B4 : Year 3	B3 : Year 5 B4 : Year 3	B3 : Year 5 B4 : Year 3	B3 : Year 5 B4 : Year 3	
22.06.2020	Reception & Nursery Children	Reception & Nursery Children	Reception & Nursery Children	Reception & Nursery Children	
Existing classrooms	B5: Year 2 B6: Year 1	B5: Year 2 B6: Year 1	B5: Year 2 B6: Year 1	B5: Year 2 B6: Year 1	
	B7: Nursery B8: Reception	B7: Nursery B8: Reception	B7: Nursery B8: Reception	B7: Nursery B8: Reception	

As stated, each bubble will have no more than 15 pupils; however in our younger age groups the numbers are likely to be lower. We have made the bubbles as small as possible in order to keep physical distancing more likely.

Nursery children can only return to school if they are toilet trained as we cannot guarantee the safety of staff and children where intimate care is required. Intimate care often happens on a daily basis and would require intensive management by staff.

For classes returning in this phase, you will receive a further communication, detailing which bubble your child will be in.

**For all other children we have the ambition to expand the offer to year groups 2,3,4,5. However we must only do this when we are either instructed to do so and we are able to redesign the bubble structure into full classes again or by developing a rota system to enable other children to have at least some school experience before the end of the term.**

The potential rota system can only be considered if we have capacity to do so and the support of the whole community.

A section on home learning for children not in school is outlined later.

**Times for arrival:**

8.30am – 8.40am: Children of key workers

8.40am – 8.50am: Year 6 children B1 & B2

8.50am – 9.00am: Year 1 children B3 & B4

9.00am – 9.10am: Reception B5& B6

9.10am – 9.20am: Reception & Nursery B7 & B8

**Times for collection at the end of the sessions/day:**

12 noon - Nursery

2.30 pm– 2.45pm: Reception

2.45pm – 3.00pm: Year 1

3.00pm – 3.15pm: Year 6

3.15pm onwards: Key Worker Provision

**2. I'm a key worker. Can my children go into their age related bubble instead of staying with the bubble?**

Children of key worker families have been together since lock down and therefore, the move to a bubble model creates another level of difficulty for parents/carers and school to consider as to what is the best thing to do.

School can offer the following

- Children of key workers can remain as part of the 'key worker' bubble and we can continue to offer some level of wrap around care (as we have done thus far).
- Children can leave the key worker bubble and become part of the year group bubble but unfortunately we cannot then facilitate out of school care provision as children from different bubbles cannot mix.

### **3. How will I drop my child off and collect them at the end of the day?**

We have created a one way system for entry and exiting procedures which all parents/carers and children must adhere to. The entrance path is marked with 2m distancing guides. When we have completed all physical changes we will post pictures/diagrams on the website to help understanding.

#### *Key Worker Provision*

Key worker children and parents will enter via the top gate on the left and follow the demarcated white line to the Year 4 door area. Children will then make their way in. Adults then exit via the marked yellow line up the middle of the playground, to the school gate.

Collection at the end of the day will operate with parents waiting in the area next to the playground drums. Children will then leave via the Keyworker door, are collected and then walk up to the gate along the yellow line as in the morning.

#### *Year 6*

Year 6 children will enter through the top gate and follow the white line to access the Year 6 key zones at the back of the building. B1 enter through the Year 6 Classroom door and B2 through the library entrance under the canopy.

Accompanying parents will exit through the back of the building via the walkway parallel to the hall, past the kitchen and back up to the car park.

At the end of the day parents will enter and exit via the same pathway. We will not have the staffing resources to be able to monitor exiting of Year 6 children on their own at the back of school. To ensure safe exiting parents cannot wait in the car park area.

#### *Year 1*

Year 1 children, with parental supervision, will enter through the top gate on the right hand side following the yellow line down to the relevant door access. B3 will be through the Key Stage 2 corridor entrance and B4 through the main entrance to school. Parents/carers will then follow the yellow line back up to the gate.

At the end of the day parents/carers will enter the same pathway, exercising social distancing and the children will come out as each parent/carer arrives near the relevant door, exiting then up to the gate again.

#### *Reception & Nursery*

Reception children, accompanied by parents, will enter via the normal school walkway following the red line. B5 children will enter through the Year 2 classroom door, B6 through the Year 1 classroom door, B7 in through the Nursery classroom door and B8, Nursery through the Reception classroom door.

In all cases parents/carers will exit through the back gates through the Early Year's area following the red line and back to the car park whilst exercising social distancing.

On collection parents/carers will enter via the same pathway, wait for their children at the designated spot and then exit via the Nursery back gate to the car park.

#### **4. How will my child enter the classroom?**

Children will enter the classroom via the outside door where possible as described in section 3. This will minimise gatherings in the corridors. Children in Year 6 and Year 1 will then be allocated a desk and chair where they will put their bag and coat. This will minimise gatherings in cloakrooms and belongings getting mixed up. This place will be their permanent place for their duration in school, apart from when we can facilitate learning outdoors.

As children enter school they will be directed to wash their hands.

#### **5. What will happen in classrooms for Reception and Nursery?**

The Early Years class will not be expected to sit at a desk all day but they will have a designated chair to place their belongings.

#### **6. What will my child need to bring to school with them?**

Children will need to bring very little to school. A variety of equipment will be provided by school so that we can have a series of control measures.

The following list should provide a checklist for parents each day:

- Water Bottle – There will be no access to the water fountains during the school day. Staff will set control measures for drinking with plastic cups for each child in Early Years and Year1. In Year 6, staff will monitor any need for refilling and have cleaning measures in place.
- Hand Sanitiser & Hand Cream – At the discretion of the parent
- A snack for break time
- Hat & sun cream if applicable.

#### **7. What will my child be provided with at school?**

We are going to provide individual plastic wallets with age appropriate materials such as pencil/pen/rubber/sharpener/ruler/crayons/white boards. These will be placed at your child's home base. We must limit the type of materials that move between home and school and therefore these will remain in school.

Having all of this equipment at school will reduce the risk of sharing resources, and limiting transmission. Checking equipment will form part of the morning routine.

## **8. What does my child need to wear?**

Children will not need to wear school uniform for their return to school.

They will need to wear freshly laundered clothing each day that is suitable for the outdoors. Trainers and sports kit are also suitable. This is for several reasons:

1. There is less likelihood of confusion over which item of clothing belongs to whom, therefore reducing any unnecessary handling of clothing by adults and/or other children.
2. It will prevent the need for pupils to get changed for different activities. Socially distancing them all whilst getting changed is very challenging. Year 6 children will be timetabled a form of physical activity outdoors, at the end of the day, so that they will go home straight after and be able to shower and change.
3. Children often smell their clothes to help recognise them when they pick them up from a pile. If the children are wearing their own clothes, they are more likely to instantly recognise them and reduce the need to be handling any other child's clothes.

## **9. Will my child still have play/break times?**

Classes will be given a specific time and a place when and where they are to have a break. There will be no snack available, so it is important for parents/carers to provide one.

Teachers stick to the timetable and will not vary the time or location of the break time.

Teachers and support staff are required to supervise children during break times. Children must bring their own snack into school.

## **10. What will happen at lunchtimes?**

Lunchtimes will be different to what the children are used to.

Taylor Shaw, our school meal provider, will be offering pupils a sandwich meal during lunchtime. This will be collected by an adult in the relevant bubble and brought to the classroom to minimise contact between the other children and adults.

Where possible, it would be our preference that children have a school provided packed lunch. However, Taylor Shaw may not be able to accommodate new requests for meals for those children with very specific dietary requirements or allergies. Unfortunately we can't facilitate a daily ad-hoc change in this meal pattern at this time.

Bubbles will be given a set time each day when they are to receive their packed lunches. Children will then eat their lunches at their own space and the relevant rubbish placed in the bins provided whilst following social distancing principles. Following lunchtime, playtime/break will be outside (when possible) but by following socially distancing guidelines and in a specific allocated area. In the event of wet break times, children will be supervised but operate social distancing principles.

### **11. What School Work will my child be doing/learning?**

The following activities and approach must be understood with the knowledge that young children will find adhering to Social Distancing Principles exceptionally difficult, however the staff will need to continually remind children that they must keep physical distance using appropriate language or gestures.

Initially teachers will be working on emotional well-being activities for the children.

Some children may be anxious and find separating from their main carer difficult in the first instance and others will be extremely cautious or worried about returning. Reintegration, socialising and acclimatising to being in school, responding to instructions and dealing with a new environment will all require time.

**The teacher's main initial focus will be on ensuring that pupils feel happy, safe and secure.**

Once established and when appropriate, we will introduce consolidation of age appropriate maths, reading and writing learning opportunities for each day. The length of time and structure will vary between each year group of children. Opportunities for collaborative/parallel play will need careful consideration and we will adapt depending on the children in each bubble or indeed any changing guidance or understanding of the situation.

Year 6 teachers will be working with the High School to support the pupils' in their transition.

Teachers are encouraged to provide as many outdoor learning opportunities for the children as possible. Children will take part in physical activity, daily if possible but there will be no close contact sport or indoor PE lessons.

For children that are unable to attend school due to the recovery plan e.g. Year 5, Year 2, Year 3, Year 4, the relevant teachers & support staff, **if not in school**, will continue to provide home learning activities for their year group. **Where your child's teacher is in school**, teaching a different group and therefore unable to organise home learning during the week, home learning will be facilitated on a Friday.

Teachers who are at school will be unable to facilitate home learning during the week. For children not attending school, teachers will then construct home learning opportunities that follow the elements addressed in school.

Practical lessons can go ahead if equipment can be cleaned thoroughly and the classroom or other learning environment is occupied by the same children in one day.

Limited resources, that teachers will wish children to use across the bubbles, will be cleaned down at the end of the day and then passed on to the next class/bubble.

Where technology allows we will facilitate a home school link with children at home from the same class who are unable to attend.

For children with an Education Health Care Plan (EHCP) we will undertake our best reasonable endeavours to provide the facility for learning and support. The SENCo will have conversations with parents to discuss provision.

### **12. How will my child change their reading books?**

A bank of reading books will be organised for each bubble so far as resources will allow. Children will be allocated a new reading book which will need to be explored at home as teachers will be unable to be in close enough contact to facilitate effective teaching and learning.

Teachers will provide parents/carers with a bank of generic questioning structures to help explore the texts at home.

On returning the books, they will be deposited in a box and left for 72 hours before being wiped down and reintroduced.

Teaching of reading will be facilitated in our school shared reading process for developing reading skills, via large books, projected or enlarged texts.

### **13. Will my child need PPE?**

The current guidance states that PPE is not recommended in a school setting, other than for staff dealing with pupils that require first aid or become ill whilst at school. We have sourced relevant PPE so that we have enough in school for first aiders and school staff to use. PPE will be located in the school office and medical rooms. It will also be located in each classroom used should a child become ill.

Adults will not be using masks in the classroom.

However, if a child becomes unwell with symptoms of coronavirus while in school and they need direct personal care until they can return home, a face mask or face shield will be worn by the supervising adult if a distance of 2 metres cannot be maintained. If contact with the child or young person is necessary, then gloves, an apron and a face mask/shields will be worn by the supervising adult. If a risk assessment determines that there is a risk of splashing to the eyes, for example from coughing, spitting, or vomiting, then eye protection should also be worn/face shield. Please note, see below, the question 'What if my child falls ill while at school?'

### **14. What will happen if my child needs First Aid or intimate care?**

In the first instance we will administer First Aid outside if possible.

Within each bubble there will be designated staff to handle First Aid or intimate care.

Basic First Aid equipment will be located in each bubble. In the event of more complex First Aid being needed, that will take place near to the trophy cabinet and our normal procedures adhered to.

Members of staff MUST wear PPE when dealing with body fluids, blood, sick etc.

If a pupil becomes ill, the Johnson room will be used as the base for the child until they are able to be collected. The member of staff accompanying them will be wearing PPE and the external door and windows will be opened. Parents will be asked to collect poorly children from the Johnson room at the back of the school, rather than from the main school office.

The member of staff will inform the main office that you have arrived to collect your child.

If children require cream application of any kind such as eczema/suncream, they will need to have the cream applied before the school day OR be able to put it on themselves. School staff will not be able to apply it.

In the case of sunscreen protection, if a child is unable to apply suncream or does not have any on and it is hot, the child concerned will not be able to go outside for break times, unless suitably covered and wearing functional head wear.

### **15. Will my child be reminded to wash their hands?**

Children will be monitored and encouraged regularly to wash their hands.

They will wash hands on entry at the start of the day; following a period of time outside or between activities. Children will wash hands before and after they eat and be expected to wash their hands thoroughly every time they go to the toilet.

Washing facilities and sanitizers are organised for each bubble.

Parents also have the choice to supply their child with hand cream to use should their hands become sore from regular washing.

Our staff will guide and support children in all of this.

### **16. How will the Classroom be organised?**

Classrooms are to be organised prior to pupils returning to school. This will involve

- Removing any soft furnishings – bean bags, rugs, cushions etc
- Organising tables (not Reception/Nursery) to allow for social distancing in the classroom. We have brought in single desks for Year 6.
- Early Years classrooms will be organised to enable as much space as possible.
- Organise boxes for returned reading books and school work books at the end of the school day
- Inhalers etc. will be located in the new classroom if a child is located in a different class to what they usually are.
- Removing toys or toys that are hard to clean.
- Children will have access to play equipment that we can clean easily such as plastic bricks and building blocks.
- Each child will have their own pack of equipment to use. This will remain with the child until such time as we know otherwise.

### **17. What will happen with cleaning and hygiene?**

We have structured the bubbles such that an adult in each bubble operates as the primary cleaner. Toilets will be monitored and checked regularly.

Where possible, children will be encouraged to help clean classrooms on a regular basis. This is following the guidance given.

Our children will be encouraged to wipe down their own tables and personal equipment etc on a regular basis e.g. at the end of a session before break times or towards the end of the school day.

Our staff will take an active part in cleaning high use touch points regularly (operating like painting the Forth Road Bridge) and equipment will be cleaned at the end of the day.

Equipment that is used on a rotation basis, will require cleaning before being passed on.

Where toys are used the staff will need to wash them, depending on the use, during the day.

Children will be collected from school starting at 2.30 pm through to 3:00pm. Teachers will then be required to organise the classroom for the following day and spray any hard surfaces.

At the end of the day our cleaning staff and Mr West will also come into school and clean the rooms/toilets in the usual way.

### **18. What if my child is ill or becomes ill whilst at school?**

If anyone becomes unwell with a new, continuous cough, a high temperature or loss of sense of smell or taste when in school, showing signs of possible Covid19, they will be sent home and advised to follow the guidance: [COVID-19: guidance for households with possible coronavirus infection](#)

If a child is awaiting collection, they will be taken to the Johnson room, where they can be isolated behind a closed door, with a member of staff from the relevant bubble, who will wear PPE. The window and external door will be opened for ventilation.

If the child needs to go to the toilet while waiting to be collected, they will use the Year 6 toilets as these are the closest and these will require immediate cleaning. The toilet area will be cleaned and disinfected using standard cleaning products before being used by anyone else.

If the case is a confirmed case of Covid19, the staff and children of that related bubble, will be required to self-isolate for 14 days and the classroom be deep cleaned.

If your child is unwell, please report their absence by 9am using the absence line, giving a detailed reason.

If your child is taking prescribed medication and requires a dose during the school day, for any other illness, we ask that they do not attend school until the medication is complete.

### **19. What happens if there is a confirmed case of coronavirus in school?**

When a child, young person or staff member develops symptoms compatible with coronavirus, they will be required to go home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff and students who are attending school have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario.

Where the child, young person or staff member tests negative or positive, we will still require everyone in the setting to follow the most up to date PHE guidance.

In confirmed cases, the other children and staff in the relevant class bubble will be sent home and advised to self-isolate for 14 days. The other household members of that wider class do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms. School MUST be informed of any outcomes of COVID tests.

As part of the national track and trace programme, if other cases are detected within the bubble, class or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise us on the most appropriate action to take. In some cases a larger number of other children may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.

### **20. Will my child be eligible for testing?**

When school opens to the wider cohort of children and young people, all those children and young people eligible to attend, and members of their households, will have access to testing if they display symptoms of coronavirus. This will enable them to get back into childcare or education, and their parents or carers to get back to work, if the test proves to be negative. To access testing parents/carers will be able to use the 111 online coronavirus service if their child is 5 or over. If your child is aged under 5, you will be able to call 111.

### **21. Will teachers and other staff be able to get tested if they have symptoms?**

Access to testing is already available to all essential workers showing symptoms. This includes anyone involved in education, childcare or social work – including both public and voluntary sector workers, as well as foster carers.

### **22. What is going to happen in the longer term?**

It is anticipated that pupils in Year 2, 3, 4 & 5 will return at some point in the term if possible. There is still a lot of uncertainty at this time surrounding this, timetabling and staffing will not be organised until nearer to the time, we will keep you informed.

### **23. Does my child have to attend school?**

If a child, young person or a member of staff lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, they can attend school.

No one with symptoms should attend a setting for any reason.

Parents will not be fined for non-attendance at this time, and schools and colleges will not be held to account for attendance levels.

### **24. What factors have influenced the decision making for the structure?**

We have taken as much advice as possible and all the structures and systems have been designed with the intention of keeping everyone safe to the very best of our ability.

### **25. What is the science behind the decision making?**

We are an education establishment and we have had to act upon the information received from DFE, PHE and other Covid19 health professionals.

What do we know about Covid19? How is it spread? Who is most at risk? Have all been questions that have been asked. As an education establishment we have no additional information with which to act.

We have been informed of the following about Covid19 – at this point.

1. It spreads through respiratory droplets – hence the 2m distance rule.
2. It spreads through touch.
3. It can exist on hard surfaces for up to 6 days.
4. It can exist on cloth surfaces for 6 hours.
5. Outdoors the virus is less likely to live and be spread.
6. The risk of infection is very low, given that the level of infection in the community is low at present. It is likely that many children have already had it and therefore they will not be infectious now and subsequently produce some herd immunity. i.e. there is a 1 in 5 chance that the pupil next to a potential infected case is potentially immune. There is a lower likelihood of acquiring infection, though this is likely countered by less likelihood of social distancing pre lockdown. Time will tell as to whether these partial social distancing measures in schools; 15 pupil max, 2m apart and the use of bubbles, will reduce the infection attack rate.
7. Younger children appear to have had fewer cases and the likelihood of being infected and spreading the infection is less.
8. There would appear to be no risk difference for adults working with reception compared to Year 1.
9. Regular hand washing and/or the use of sanitizers is essential
10. A rigorous hygiene system needs to be employed including regular cleaning of touch points and toilet facilities.

11. Considerations for classroom practice: First recognise the classroom is likely safer than the staff room - staff meetings will be moved into the open air or online. Positioning near children - above, behind, away from mouths. Eye protection and face screens/masks if staff are likely to be exposed to body fluids Coughing, sneezing or unwell (suspected cases) children before their parents come to collect them Rapidly isolate any suspected cases - Disinfect classroom after case isolation / relocate classroom to standby facility till decontamination complete.

**26. What happens next and what do you need to do?**

- If you are a parent of a Year 6, Year 1, Reception or Nursery child, make a decision on whether you wish to request a place or not.
- Communicate this with school no later than **Friday 29<sup>th</sup> May at 5.00pm** via the School Gateway, this is located under the payments tab. We will assume your child is having a *school packed lunch*, unless you indicate otherwise in the comments section.
- If you are a parent who is a key worker – please telephone or contact school directly to discuss which route you wish to take.
- Once we have all the relevant information, we will then be in a position to share with you all how we will move forward.

Should you have any further questions relating to your child returning to school, please do not hesitate to contact school via e-mail: [schooladmin@mellor.stockport.sch.uk](mailto:schooladmin@mellor.stockport.sch.uk).

Take care and stay safe.