



# Ark Tindal Primary Academy

25<sup>th</sup> August 2020

Dear Parents/ Carers,

I hope that you and your family are keeping well and have been able to relax over the summer break.

With no significant changes announced by the Department for Education, we are working towards all pupils in all year groups returning to school full-time in as safe a way as possible. A full risk assessment has been completed and signed off by the Ark Board. Please find below, the details regarding the return to school and the measures we have adopted to ensure Ark Tindal is a safe place to be.

The government is clear in the guidance and has a system of controls and a set of actions that schools must take:

## **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 and bleach
5. minimise contact between individuals and maintain social distancing wherever possible
6. where necessary, wear appropriate personal protective equipment (PPE)

Numbers 1 to 4 must be in place in all schools, all the time. Number 5 must be properly considered, and schools must put in place measures that suit their particular circumstances. Number 6 applies in specific circumstances.

## **Response to any infection:**

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

Numbers 7 to 9 must be followed in every case where they are relevant.

In response to this guidance we will be implementing a range of measures in September.

Our overarching aim is to reduce contact between pupils and staff whilst continuing to deliver a broad and balanced curriculum. At Ark Tindal our pupils will be organised in year group 'bubbles'. Wherever possible, year groups will be kept apart and movement around the school will be kept to a minimum. We will be avoiding large gatherings such as assemblies and holding them via Microsoft Teams instead.

## **Arrival at School**

In order to ensure social distancing and the safety of all, pupils in years 2-6 must be dropped off at the school gates at their allocated time (see table below). Siblings can be dropped off early but will be waiting on the playground so please ensure that all pupils have a waterproof coat with them every day. No parents with children in these year groups will be allowed on site at any time. Any communication with school needs to be via email or phone calls to the school office.

Year One pupils will be dropped off later for the first week to enable parents to come onto the playground. If you are a parent of a Year One child, please drop your child and leave to help us to keep pupils, staff and



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other parents safe. If you have other siblings, please drop them at the gate at their allocated time and return to drop your Year One child at 9:05.

## End of the day

At the end of the day, please collect your child at their allocated end time. You will be able to collect siblings at this time also. Please do not arrive earlier or later than your youngest child's end time as this will cause social distancing issues. Again, pupils will be on the playground waiting so please ensure that they have a waterproof coat.

The school will operate the following staggered start and finish times:

Year group	Start Time	End Time	End Time on Wednesday
Year 1	9:05	15:10	12:00
Year 2	8:45	15:10	12:00
Year 3	8:50	15:15	12:05
Year 4	8:50	15:15	12:10
Year 5	8:45	15:20	12:15
Year 6	8:40	15:20	12:15

## The school day

There will also be staggered break and lunch times with each year 'bubble' being allocated a different area. Hot dinners will be available from 21<sup>st</sup> September. Until then, you will be able to order a cold lunch for your child. You can also still choose to provide a packed lunch for your child.

It is expected that all pupils will wear full school uniform, with the exception of the days they have PE. On these days, pupils will attend wearing their full Ark Tindal PE kit.

The classrooms have been adapted where possible and all pupils in years 2-6 will sit side by side, facing forwards. All unnecessary furniture has been removed. Equipment and resources are an integral part of education in the classroom and as such, classroom-based resources can be used and shared, but will be cleaned regularly or rotated, allowing them to be left unused and out of reach for a period of time. Each pupil will be provided with their own pencil case and equipment. This must be kept in school. Pupils are asked to bring only necessary equipment into school: reading book and reading diary, water bottle, lunch (if needed) and a coat.

There is an expectation that pupils will follow good hygiene practice throughout the day, which we will be reinforcing with specified times set aside for handwashing. The school will ensure that hand sanitiser and soap will be readily available, and that enhanced cleaning will take place throughout the day. In addition, classrooms will be fully cleaned at the end of each day with a deep clean each Wednesday which is why pupils will finish at lunchtime on Wednesdays and bring work home with them. If your child is in KS1 or entitled to a free school meal, they will bring this home with them.

There are no after school clubs this term.

## Before School

Initially there will be no breakfast club, but we are working to get this up and running as soon as possible. Please contact your child's year group lead by e-mail or phone the school office if your child needs a place. We will be discussing why your child needs a place in breakfast club at this time, as we will need to restrict numbers. There will be no minibuses or walking bus routes running until we feel we can safely offer these without compromising social distancing.



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## Government Guidance

It is important that the NHS Test and Trace process is understood and followed:

- book a test if symptoms are displayed. Pupils must not come into school if they have symptoms and will also be sent home to self-isolate if they develop at school.
- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing.

Please inform us immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- if someone tests positive, they should follow the ‘stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection’ and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste.

The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

## Contact Details

School office: [info@arktindalprimary.org](mailto:info@arktindalprimary.org)  
Nursery: [T.Nursery@arktindalprimary.org](mailto:T.Nursery@arktindalprimary.org)  
Reception: [T.Reception1@arktindalprimary.org](mailto:T.Reception1@arktindalprimary.org)  
Year 1: [T.Year1@arktindalprimary.org](mailto:T.Year1@arktindalprimary.org)  
Year 2: [T.Year2@arktindalprimary.org](mailto:T.Year2@arktindalprimary.org)  
Year 3: [T.Year3@arktindalprimary.org](mailto:T.Year3@arktindalprimary.org)  
Year 4: [T.Year4@arktindalprimary.org](mailto:T.Year4@arktindalprimary.org)  
Year 5: [T.Year5@arktindalprimary.org](mailto:T.Year5@arktindalprimary.org)  
Year 6: [T.Year6@arktindalprimary.org](mailto:T.Year6@arktindalprimary.org)

Best Wishes,

Mrs Eaton