

Covid related information for parents – updated May 2021

How are classes organised?

Children are grouped together in their normal year groups and use the normal classrooms for their year. Class sizes are no more than 30 children and the majority of classes are smaller than this. Class groups act as 'bubbles' which do not mix with each other during the normal school day. Most classes are taught and supported by the same teacher throughout the day. (The main exception to this is Mrs Buchanan, who teaches Year 5 on Mondays and Tuesdays and Year 3 on Wednesdays.) Children stay in their classroom or are outside in separate designated areas of the playground. Outdoor learning is encouraged as much as possible. Only children in KS2 need to move around inside school, to use their designated toilets. There are 2m markers in all school corridors to aid social distancing.

Drop off and pick up

Children in Pre-School, Year 1 and Year 5 should enter the school site through the car park gates (pedestrian or double gates). Year 2 should use the playground gate on Marston Road and Reception, Year 4 and 6 should use the field gate accessed via John Garne Way.

The playground and footpaths are marked with (now quite faded) lines and crosses that are 2m apart to help you judge social distancing. Please maintain a good distance between your family and other parents and their children. **Do not allow children to play on any of the outdoor play equipment.** When dropping off or picking up your child, only one adult should accompany them onto the school grounds. Please will all adults wear face coverings when on the school grounds.

In the morning you can enter the school grounds between 8:40 and 8:50, take your child straight to their class and drop them off at the specified external entrance. Adults must leave the school grounds immediately after drop off or pick up unless waiting in the car park to speak to the office staff.

To help with social distancing at the end of the day, pick-up times will be staggered. Children in Years 2, 3 and 5 will finish school at 3:10pm and all other classes at 3:15pm. Pre-School starts and finishes at different times.

Each classroom has a designated external entrance: Reception – main entrance to Reception building or play area gate accessed from the field (depending on field conditions); Year 1 - playground gate accessed from the car park; Year 2 and 3 - external classroom doors; Year 4 - external door by the Year 4 classroom; Year 5 – side entrance by SMASH room; Year 6 – external door by Year 6 classroom.

Travelling to school

Please walk, scoot or cycle if possible and remember other people using the pavement. Current guidance is to wear a face mask if you are coming to school on public transport. If you come by car, please don't drive into, or park in, the short road that leads to the field gates, this is dangerous when so many children will be using this as their main route into school.

What should the children bring into school?

As little as possible. Every day they will need:

- reading scheme book and reading record, if they are following the reading scheme
- a named water bottle, which is taken home for cleaning and refilling every night – the drinking fountains have been turned off
- their packed lunch if they are not having a school lunch
- they should wear footwear suitable for PE, eg. trainers
- suitable outdoor clothing and/or sun protection
- extra clothing to keep warm in class, depending on the weather – all the windows and doors are kept open to ventilate the classrooms

They should also bring in completed homework and library books for changing. Some children, including all Reception children, will also keep a change of clothes in school.

Children **do not** need a pencil case or a PE kit and should not bring in any toys, games or cards etc.

Hand washing, toilets and hygiene

Children are asked to wash their hands as soon as they enter the school building and frequently throughout the day. We remind the children how to wash their hands thoroughly for at least 20 seconds and it would be helpful if you could reinforce this at home. Please also remind your child to try not touch their face or other children. Each classroom has a catch it, bin it, kill it station with tissues and hand washing facilities and hand sanitiser. Hand sanitiser is not an alternative to handwashing, where the use of soap, water and paper towels as well as 20 seconds of cleaning combine to ensure much more effective hand cleanliness.

All children's toilets are unisex, this allows us to minimise the cross-over of groups using the toilets.

Reception children have toilets in their classroom; Years 1 and 2 will use the toilets directly next to their classrooms; Year 4 and Year 5 will use the KS2 girls' toilet and Year 3 and Year 6 will use the KS2 boys' toilet. Year 5 and 6 girls can also use the adult toilet by their classroom when necessary. Children's use of the toilets is supervised to ensure that classes do not mix.

How will the children stay separate at playtimes?

The Reception class share the outside area by their classroom with children from Pre-School, fencing is in place to ensure that they remain separate. Year 1 have their own playground and use this exclusively. At break and lunch times, Year 1 also uses the playground area directly outside the Year 2 classroom and the tunnel area, which is used by Year 2 at separate times. Break times for Years 3 to 6 are split over 2 sessions, each class is allocated a separate area of the playground, climbing frame, trim trail and field. These arrangements mean that classes do not mix during breaks. Each class will have their own set of playground equipment (bats, balls, skipping ropes).

The use of the other outside areas are timetabled to be shared between all the class groups, through the rest of the day, the aim being for the children to be learning outside as much as possible, but for each group to remain separate.

What does the curriculum look like?

We continue to teach the full curriculum, as we have been from September 2020. Curriculum overviews for each term are available on the school website. We continue to assess the children's academic progress and provide additional support as necessary. We provide social and emotional support at class, group and individual levels, based on need. We continue use ClassDojo and Tapestry (Reception) to keep you up to date with what the children are learning and some of their achievements.

Should children wear school uniform?

Children must come to school in school uniform tops – shirts, dresses, jumpers, cardigans and hoodies – but should wear comfortable bottoms: shorts, leggings or casual trousers. They should wear shoes suitable for outdoor activities – eg. trainers. All clothing must be named. Children should have outdoor clothing and protection suitable for the weather. **Children will not be getting changed for PE so the clothing they wear to school should be PE ready.** Children who would normally have a change of clothes in school should bring these in in a named bag. Children should not bring a separate PE kit. Sun protection, a hat and sun cream, may be useful for sunny weather.

Can the children take reading books home?

Many children will continue to bring home reading scheme books so that you can hear them read every day. They will also continue to borrow books from the school library. When books are returned to school, they must be placed in the quarantine book box in each classroom. The Library room will be closed to classes

until further notice, but Mrs Pope, our Librarian, will continue to make books available for the children to borrow and she will be visiting all the classes virtually during the week. Finished library books need to be returned before children can borrow a new book.

Drinking Water

The drinking water fountains remain turned off.

Children should bring a named drinking bottle filled with water to school. This must be taken home, cleaned, refilled and brought back to school each day.

Lunches

The School Lunch Company, our catering service, continues to provide hot school lunches, including universal free school meals for children in Reception, Year 1 and Year 2. Children eat their school and packed lunches in the classrooms. The lunch menu is available school website. If your circumstances have changed, your children may be eligible for free school meals, please speak to Judith in the office in confidence. You can find the school lunch menu and more information about eligibility for free school meals in the [school meals](#) section of the website.

Cleaning

We are continuing with an enhanced cleaning regime in school. During the day, staff in classrooms clean tables, sinks and toilets and our cleaning contractors thoroughly clean each classroom after school, including light switches, door handles and other frequently touched areas.

Can parents come into school and how can parents communicate with school?

Parents are not allowed in the school building until further notice. If you wish to speak to the office, please wait outside the main entrance, observing social distancing, until the office staff are available to speak to you. You can deliver a quick message to the class teacher at drop off or pick up. Please use email to contact the school if at all possible. Mrs Owen and the class teachers are continuing to hold meetings with parents, either in person or virtually, please contact the office to make an appointment. We will continue to use ParentMail and Class Dojo to keep you up to date with what is going on in school. Parent consultation meetings will be held virtually.

Assemblies, collective worship and performances

The whole school continues not to gather together in the Hall for assemblies. Instead we hold virtual assemblies throughout the week, including a Zoom sharing assembly on Fridays. Unfortunately, it is not practical to invite parents to join us live during sharing assemblies, but we share class led assemblies and whole school services with you.

Will after school clubs be running?

Breakfast Club and SMASH after school care are running. Extra-curricular after school clubs start again in June.

Will remote education continue?

We will provide remote education, including use of a Chromebook if necessary, to children whose attendance would be contrary to government guidance or legislation around Covid-19. This includes, for example, children who need to self-isolate. We do not plan to continue remote education under any other circumstances. The teachers need to devote their attention to supporting the children in school

What happens if there is a positive Covid-19 case in school?

We are yet to have a positive Covid-19 case that was the result of transmission in school. This gives us some confidence that the control measures we have in place are effective. If a child at school has a positive

coronavirus test, it is vital that the office is informed immediately. We will then identify their close contacts, who we will send home. In practice this will mean a whole class bubble – children and adults – will be sent home if one member of the class bubble tests positive. The child or adult will then need to self-isolate, but household members do not need to isolate unless the person sent home develops symptoms.

What if a child or a member of the family has Covid-19 symptoms?

Children must not come to school if they have any coronavirus symptoms or live in the same household as somebody who does. If a child displays any of the coronavirus symptoms in school, we will send them home. Remember the main symptoms are:

- high temperature
- new, continuous cough
- loss or change to sense of smell or taste

If a child or someone in the same household has one or more of these coronavirus symptoms, they must take a test and self-isolate straight away for 10 days. More information is available at:

[guidance for households with possible or confirmed coronavirus \(COVID-19\)](#) and [arrange to have a test](#)

What about SATs and other statutory tests?

All statutory testing of primary school children has been cancelled for this year. This means that we will not be sent tests for the children to complete, we will not send any assessment data to the government and we are not required to publish any assessment data publicly. Teachers will continue to assess each child carefully and, at the end of the school year, we will tell you about your child's attainment. We will endeavour to give you our best estimate of how your child would have performed had they taken part in statutory testing.

If you would like more information, please do not hesitate to contact the office and we will answer your questions: office.3216@st-michaels-oxf.oxon.sch.uk