

## Plans to return children to school

This has been a difficult time for us all; it feels very strange being in school with no children this half term; it doesn't feel the same. At Talbot House we have carefully looked at how we can return some children throughout summer term 2. First we spoke to all our parents and carers asking for their thoughts. Some have decided that it is too soon and are too anxious to return their child at this time and would prefer to keep them at home. I want to reassure those parents that no action will be taken by us, if this is your wish. We will continue to contact you and we intend to continue with the weekly hampers until the end of the academic year. I also totally understand that some of our children need to stay at home, either because of shielding or because of their own medical conditions. Again I want to reassure you that we understand, we will continue to contact you and deliver hampers for the rest of the half term.

Some children are returning to school on 3<sup>rd</sup> June. The school day will not be the same as our typical day, children will arrive for 09:15, there will be four lessons and then they will leave at 12:00. We have split the pupils into groups.

I understand that all parents/carers of those coming back to school as well as those who have chosen not to yet will be wondering what the school has put in place to ensure we can keep everyone as safe as possible. For those children returning you will understand that we will expect all our children to adhere to social distancing, hygiene and follow instructions asked by the staff. All of these measures have been put in place to keep everyone safe.

On arrival we will ask the children to sanitise their hands, (wall mounted dispensers are placed throughout the school). A member of staff will take their temperature, (we have infra-red thermometers in school); we will then encourage them to wash their hands before being offered some breakfast. (We can offer a breakfast bar, drink or slice of toast). We will expect the child to dispose of the paper plate and plastic cups in the bins provided.

Other measures we have put in place are outlined on the next page. However, can I ask that you have a conversation about the expectations we will have in place in school on return.

1. We will request pupils hand sanitise their hands on arrival
2. Pupils will have their temperature taken (using an infra-red thermometer)
3. We will encourage pupils to wash hands for 20 seconds
4. We will expect pupils to sit at their allocated desk in classrooms
5. We will expect pupils to dispose of plastic cups and paper plates if they have a drink or food
6. We will ask that pupils adhere to social distancing (2 meters) wherever possible
7. If they are becoming frustrated pupils will ask staff for time out and we will manage that safely

**Guidelines have been issued and we would like to share what we have put in place:**

<b>Sections</b>	<b>Action</b>	<b>comments</b>
<b>Classrooms &amp; learning</b>	Bottles of sanitisers	Each classroom will have a bottle of sanitiser
	Disposable gloves	
	Boxes of tissues	
	Paper towels	Used to wipe common areas in the classroom
	Key board sanitiser wipes	Can also be used for equipment if needed
	Bottle of spray	Teachers and LSA's will have a bottle of spray locked in their desk draw to use to wipe desks periodically
	Desks split (2 metre distance apart)	Each classroom has enough capacity to be able to split the desks
	Named desks	Each child will be allocated their own desk, the expectation is that they only use their own desk. It will be labelled
	Equipment for each child	Each child will have their own tub with pens, pencils, coloured pencils and a rubber, this will stay on their desk
	Windows	Windows will be open to allow a flow of air
	Classroom doors open	Classroom doors will be wedged open except for fire doors, this is to reduce the touching of handles
	Lessons will be inside and outside	Teachers are planning their lessons so that some are outside and some inside, lessons will be activity based wherever possible
	Soft furnishings	These will be removed from classrooms and other rooms children go into
<b>Taxis</b>	One pupil per car and 2 pupils per mini bus	All the children that are due to come into school will travel without any other pupil
	Drivers carry hand sanitiser and have wipes	Drivers are wiping down seats after each journey
	Regularly updated	The local authorities are keeping drivers updated on PPE equipment and the what the expectations are
	Taxis will drop of close to 09:15 as possible and collect at 12:00	Taxi drivers will not be allowed out of their cars when dropping of and collecting.
<b>general areas around school and other equipment</b>	Wall dispensers with sanitisers have been mounted around school.	We have a number of wall dispensers, children will be encouraged to use them
	Hand rails, lights switches and handles	Where ever possible doors will be wedged open (other than fire doors), every hour hand

		rails and other common areas will be wiped down.
	Afternoons Monday to Thursday	The school will be cleaned
	Friday	No children in school only key staff so that the school can deep clean
	Infra-red thermometers	We have purchased these so we can safely take staff and children's temperatures without touching them
	Primary staff have been issued their own small hip bag	The hip bag will have packet of paper tissues, mini sanitiser, gloves and plasters. This is to allow them to access vital equipment quickly. Any member of staff from the upper school can request these.
	Breakfast	We can provide limited breakfast this will be a cold drink or milk in a plastic cup, a breakfast bar or toast on a paper plate. Children will be expected to throw their own cups and plate in the bins
	Lunch	We have decided not to provide lunch before they leave, but continue with our weekly hampers
<b>School building</b>	Health and safety regulations have been carried out throughout the time the children have not been in school.	
<b>Safeguarding</b>	Children not in school	We will continue to contact those children on Mondays and Fridays with 'eyes on' on Wednesdays when we deliver hampers
	Risk assessments	Risk assessments are completed for each child, reviewed and amended when needed.

Although the guidelines have said staff do not need to wear face masks we will respect those who have asked to wear them. Masks are not recommended for children with respiratory or breathing problems.

If you have any further questions please contact me on [christine.smiles@talbothousetrust.co.uk](mailto:christine.smiles@talbothousetrust.co.uk)

Stay safe

C Smiles

Head Teacher