

# Full Reopening September 2020

## Parents' Information

We are all looking forward to getting back to school and whilst this will bring a feeling of normality we will need to be mindful that the pandemic continues. Looking after ourselves and one another will remain top of our agenda.

We will continue to use the Bubble model as we did in the Summer Term, with some slight differences to reflect the latest guidance. We have adopted a layered approach that we will apply to different scenarios depending on the level of risk. Your child will spend most of their time in their class bubble and will not come into contact with children in other classes.

Shere CE Infant School and Fox Cubs Nursery				Clandon CE Primary School			
The EYFS Bubble		The Key Stage One Bubble		The Home Lodge Bubble		The Culmer Lodge Bubble	
Fox Cubs Start Time 9am End 3pm Double Gates	Foxes Start time 8.40 End 3pm Double Gates	Hedgehogs Start 8.40 End 3pm Garden Gate	Owls Start 8.40 End 3pm Pedestrian Gate	Rabbits Start 8.55 End 3.20 Woodland Gate	Badgers Start: 8.55 End 3.20 Football Gate	Squirrels Start 8.45 End 3.10 Woodland Gate	Kestrels Start: 8.45 End: 3.10 Football Gate

### Level One: School Bubbles:

This will be used to limit contacts between staff and children on our school sites. For example, as Headteacher I will spend a full week in each school rather than travelling between schools. This will also be used to ensure the admin team limit contacts as much as possible.

### Level 2: Key Stage Bubbles:

This will be used to enable us to stagger lunches, drop off and collection and allow for further limiting of contacts.

### Level 3: Class Bubbles:

This level will be used for the majority of the school day. Children will not mix with children from other classes.

## When to stay at home

Please do not come to school if you, your child, or anyone in your household has or is showing symptoms of coronavirus, or have tested positive in the last 10 days. Symptoms include:

- A new continuous cough,
- and/or fever,
- and/or a loss of, or change in, your normal sense of taste or smell (anosmia).

Please do not send your child to school if you have **been in contact** with anyone with or who is showing symptoms of coronavirus or who has tested positive for coronavirus.

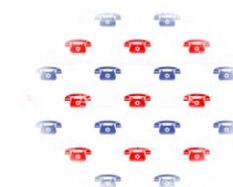
Please do not send your child to school if you are unable or unwilling to follow the current government regulations on social distancing.

Please do not send your child to school if they are generally unwell, for example with sickness or diarrhoea and would not normally attend school.

Please telephone the school office if your child will not be coming to school for any reason.

**Clandon School: 01483 222442**

**Shere School: 01483 202198**



## What to wear and what to bring

We will be spending most of our time outside and hopefully enjoying the good weather. This is because the risk of transmission is reduced outdoors. Your child will need to wear their **school uniform**. They will also need their **book bag** and a **coat**. Please limit the amount of equipment or other items your child brings to school.



Your child will need to bring a **clearly named water bottle**. This will be brought home each day and should be emptied and washed in hot water or put through the dishwasher (if possible). Please **refill with fresh water** and send every day. We would rather not be providing cups as children are more likely to accidentally share these.



Please ensure your child has **applied sun cream before coming to school**. Teachers will not be able to apply sun cream at this time. Please also provide a **named sun hat**.



Nursery children at Shere should bring a **change of clothes in a named bag**. These will be kept in school and only sent home if a change of clothes has been necessary. Please wash the clothes and return them the next time you are in school.

## Laundry

We would ask that children wear a clean set of clothes to school each day that they attend.

Wash items in accordance with the manufacturer's instructions. Use the warmest water setting and dry items completely.

Do not shake dirty laundry; this minimises the possibility of dispersing the virus through the air.

## Face Coverings

Children should not wear face coverings in school; this is because they are unable to use them hygienically and risk spreading the virus by touching their face or mishandling their mask. If you wish your child to wear a face covering on their way to school, please ensure they remove it safely before entering the school site.



## Pleiades Breakfast and After School Clubs

Pleiades breakfast and after school clubs will run at Clandon and Shere as usual. You need to register your child with Pleiades (tel: 01483 270160 or email: [info@pleiadesleisure.com](mailto:info@pleiadesleisure.com)). Once registered you will be able to book your child to attend either club, regularly or occasionally, by phoning Pleiades beforehand.



## Coming into school

It will be important to maintain social distancing when coming to school and when collecting from each session. Only one parent should accompany children to school unless you have children across more than one bubble.

## Please be prompt

It is vital to arrive at your allocated time. We cannot allow children to enter the site before their allotted time and we certainly cannot accommodate lateness.

**In Shere** the class teacher will meet your child at the allocated gate (listed below) and walk them into class. They will not be able to return to the gate multiple times to pick up late comers.

**In Clandon** you will drop your child at the door to Culmer or Home Lodge. Please do not enter either building. You will then follow the one way system and leave the site promptly.

## Staggered Starts and Pick Ups

As more children are back at school, we want to avoid too many adults descending on our schools at one time. There may be changes to your drop off and collection time. Please check here.

**At Shere:** Due to the nature of the Shere site (we can use different entrances around the site), there has been no need to change the times of our school day. Times are listed here as a reminder:

	Drop off at:	Collect at:
Fox Cubs	9.00am	3.00pm
Foxes	8.40am	3.00pm
Hedgehogs	8.40am	3.00pm
Owls	8.40am	3.00pm

**At Clandon:** The Clandon site is more complex and requires staggered times as follows:

	Drop off at:	Collect at:
Rabbits	8.55am	3.20pm
Badgers	8.55am	3.20pm
Squirrels	8.45am	3.10pm
Kestrels	8.45am	3.10pm



## Parking and making your way to your gate

The government encourages all children and parents to walk or cycle to school where possible and to avoid public transport at peak times. We recognise that some of you will need to drive. Please use the carparks outlined below and do not congregate in these areas.

### At the Shere site:

Please use the village car park (behind the village hall), this is a very short walk from the school building. Please do not park on Gomshall Lane or in Kingham's carpark; consideration for our neighbours is vitally important at this time.

Walk from the car park to your designated queue.

- **Fox Cubs (Nursery):** please walk from the car park to the small pedestrian gate nearest the school office. Please be mindful of others using the footpath. Queue along the

path in front of the schoolhouse building and move to the side to let others pass as safely as possible.

- **Foxes (Reception):** please walk from the car park to the small pedestrian gate nearest the school office. Please be mindful of others using the footpath. Queue along the path in front of the schoolhouse building and move to the side to let others pass as safely as possible.
- **Hedgehogs (Year One):** please walk from the car park to the swimming pool field, use the back gate into the Year One garden. Please keep to the path and be mindful of others using the field. Move to the side to let others pass.
- **Owls (Year 2):** please walk from the car park to the small pedestrian gate opposite the school hall. Please be mindful of others using the footpath. Queue along the path in front of the Year One building and move to the side to let others pass as safely as possible.

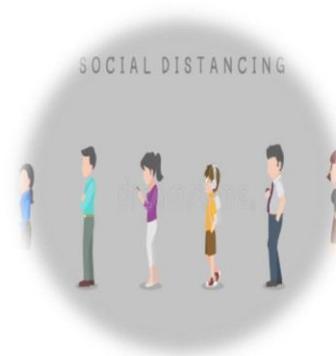
#### At the Clandon site:

Please use the carpark at Clandon Park which is free for school parents. The National Trust have agreed to open this car park as a special favour to the school. If this is abused, they may not allow us access in the future; please respect their generosity. Walk from the car park to your designated queue.

- **Badgers and Kestrels:** please walk along the woodland path as far as the pub gate. This path is narrow, so you will need to work with others to maintain social distancing. Move to the side to let others pass and leave a two-metre gap in front of you. Please keep your child with you and do not allow them to run off along the path. Once you

reach the pub gate, please cut through the carpark and around to the football pitch gate via the school carpark.

- **Rabbits and Squirrels:** Please walk along the woodland path all the way to the back gate. This path is narrow, so you will need to work with others to maintain social distancing. Move to the side to let others pass and leave a two-metre gap in front of you. Please keep your child with you and do not allow them to run off along the path.



#### Once you reach the queue

Each queue will be marked with clear signage; look out for the signs with your class name and logo.

If you arrive first, congratulations! You can go to the first position in the queue and wait to be called forward by the class teacher.

If you arrive and a queue is forming please wait by one of the rainbow signs placed at two metre intervals in the designated area. As the queue moves along, simply move to the next sign and so on.

Keep your child with you at this time, gently explaining the importance of social distancing.

## Leaving your child

Once you are at the front of the queue your child will need to make their way to their class teacher. We know that this might be the tricky bit! Many children are returning to school after a long break and for some it is all completely new.

You can help by talking to your child before they come back to school and explaining what will happen.

The key here is to avoid adult to adult contact. Hopefully, your child will see their teacher and come rushing into school; we will have plenty to distract them with and will be able to reassure them when they get to us. However, we cannot physically take them from you, as we might have done in the past; we need to encourage children to bridge this gap independently.

If your child is very distressed, we would advise that you take them home. The return to school should be about promoting mental health and wellbeing and a poor transition will not support either. We can try again the next day and/or come up with a better plan to alleviate the anxiety.



## Leaving the site

It is essential that parents do not congregate on the playground, paths, or car parks. Once you have dropped off your child please leave the playground promptly following the one-way system.

At the Shere site: the class teacher will meet you at the gate.

At the Clandon site: you will leave by the kitchen gates (through the little gate between Kestrels and the school kitchen).

## Collection

You will pick up from the same gate at the end of the day. Please be prompt and collect your child on time (you will find your pickup time listed above). Staff will be cleaning after the children go home and this is likely to be time consuming, they will need to return to the classroom quickly.

## When might a class or the school close?

Running a school in this way means that we can all return as safely as possible. However, it does mean that there is no flexibility in staffing arrangements and there are times when we may be forced to send a bubble home or close the school.

### If a child develops symptoms of coronavirus

- The child will be moved to a quarantine area in the school with their teacher or assistant and you will be asked to pick up your child immediately.
- The child should be tested to ascertain whether they have coronavirus.
- If the test is positive adults and children from the class will isolate at home for 14 days.

### If an adult develops symptoms of coronavirus

- The adult will go home.
- The adult should be tested to ascertain whether they have coronavirus.
- If the test is positive adults and children from the bubble will isolate at home for 14 days.

### If an adult is unwell and cannot attend school

If an adult is unwell, we cannot cover this absence in the usual way. We cannot allow another member of staff access to the class as this would put everyone at risk.

- If a member of staff is unwell, we may have to send their class home until they have recovered and can return to work.

### If a bubble breach has occurred:

We will record any accidental bubble breaches in our Bubble Breach Book! A bubble breach could occur if a child meets a child from another bubble.

In any of the scenarios above we will refer to the Bubble Breach Book. If a bubble breach has occurred, then any bubble impacted by this may also have to be sent home. (I never imagined a scenario where I would use the phrase bubble breach.)

### If the school requires a deep clean:

If a child or adult in the school had a confirmed case of coronavirus, we would contact Public Health England for advice. We could be instructed to close for a deep clean.

### To review risk assessments:

If a child or adult in the school had a confirmed case of coronavirus, we might decide to close to review our risk assessment, policy, and procedures.

**If the school or a class closes for any reason the office will contact you by telephone. Please make sure the contact numbers the school holds for you are correct; you can do this by emailing the school office.**

**Shere:** [info@shere.surrey.sch.uk](mailto:info@shere.surrey.sch.uk)

**Clandon:** [info@clandon.surrey.sch.uk](mailto:info@clandon.surrey.sch.uk)