



## Lord Deramore's Primary School



School Lane, Heslington, York, YO10 5EE

Tel: 01904 553890

Email. [lordderamores.primary@york.gov.uk](mailto:lordderamores.primary@york.gov.uk)

Dear parents and carers,

As we end a most surreal and challenging academic year, I wanted to provide you all with a *draft* version of our guide to full reopening on **Tuesday 8<sup>th</sup> September**.

This information is *subject to change* as we are currently in the process of consulting on our risk assessment plans with governors, staff and the local authority. It should give you an insight, however, into how we envisage school will operate next term.

I have been a senior leader now for over ten years and a Headteacher for six of those. I can honestly tell you that these past few months have been incredibly challenging for schools. As a Headteacher, you strive to achieve harmony in all that you do – wanting to do your absolute best for the children, colleagues and families that you serve. The Covid situation has been very difficult to manage, with never-ending (and often last minute) government guidance, contradictory Public Health advice and an inability to sometimes provide what you really want to. Thank you, however, to my outstanding colleagues for showing such unwavering dedication in keeping our school running – for around half of our children – during this very difficult and turbulent time.

We know that this period has also been very difficult for you as parents and carers. The pressures placed upon you to home educate your children has been immense and far from ideal. Many of our children have missed 67 days of their primary education but I am sure that there will be many wonderful experiences and learning opportunities – provided by you – which have greatly benefited them and will remain treasured memories. Please be reassured that when September arrives and children return to some normality, my colleagues and I will do all we can to support them emotionally, socially and academically.

Finally, I want to pay tribute to our amazing Year 6 cohort. Out of all of the groups within our school family, these children have probably suffered the most turbulence and sadness. From SATS and the summer show to the leavers' assembly and York Maze party, they have missed out on all of the usual traditions and experiences. Our Class of 2020 will go down in history as the strongest and most resilient group of children Lord Deramore's have ever had the privilege of working with. I look forward to inviting them all back at some point next year so that we can give them – and their families – the celebration and closure that they truly deserve.

Wishing you all a peaceful, happy and healthy summer break. I truly cannot wait to see everybody back on Tuesday 8<sup>th</sup> September and I wish all those families moving on from Lord Deramore's lots of luck, happiness and success for the future.

With very best wishes,

James Rourke  
Headteacher



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20<sup>th</sup> July 2020

**September 2020 Reopening Plans**

A central part of our plans to minimise the risk of Covid-19 transmission is the concept of a secure 'Bubble'. These 'bubbles' will be consistently staffed by the same team and both children and staff within bubbles will not mix whilst on site.

Bubble One (EYFS)

Early Years	<b>Rachel Carr</b>	Ann Bradley (TA) Kim Arthur (EHCP TA) Liz Williams (EHCP TA)
		Jo Reynolds (Midday Supervisor) Kim Arthur (Midday Supervisor)

Bubble Two (KS1)

Year 1	<b>Julia Jones</b> <b>Alison Gulliver</b>	Becky Maddock (TA)
Year 2	<b>Mary McCormack</b> <b>Amy Holden</b>	Debbie Graham (TA)  Zeenat Zaffer (Midday Supervisor) Becky Maddock (Midday Supervisor)

Bubble Three (LKS2)

Year 3	<b>Suzie McKenna</b>	Jane King (TA)
Year 4	<b>Adam Sharpe</b>	Sarah Pierotti (TA)  Sue Thompson (Midday Supervisor) Jane King (Midday Supervisor)

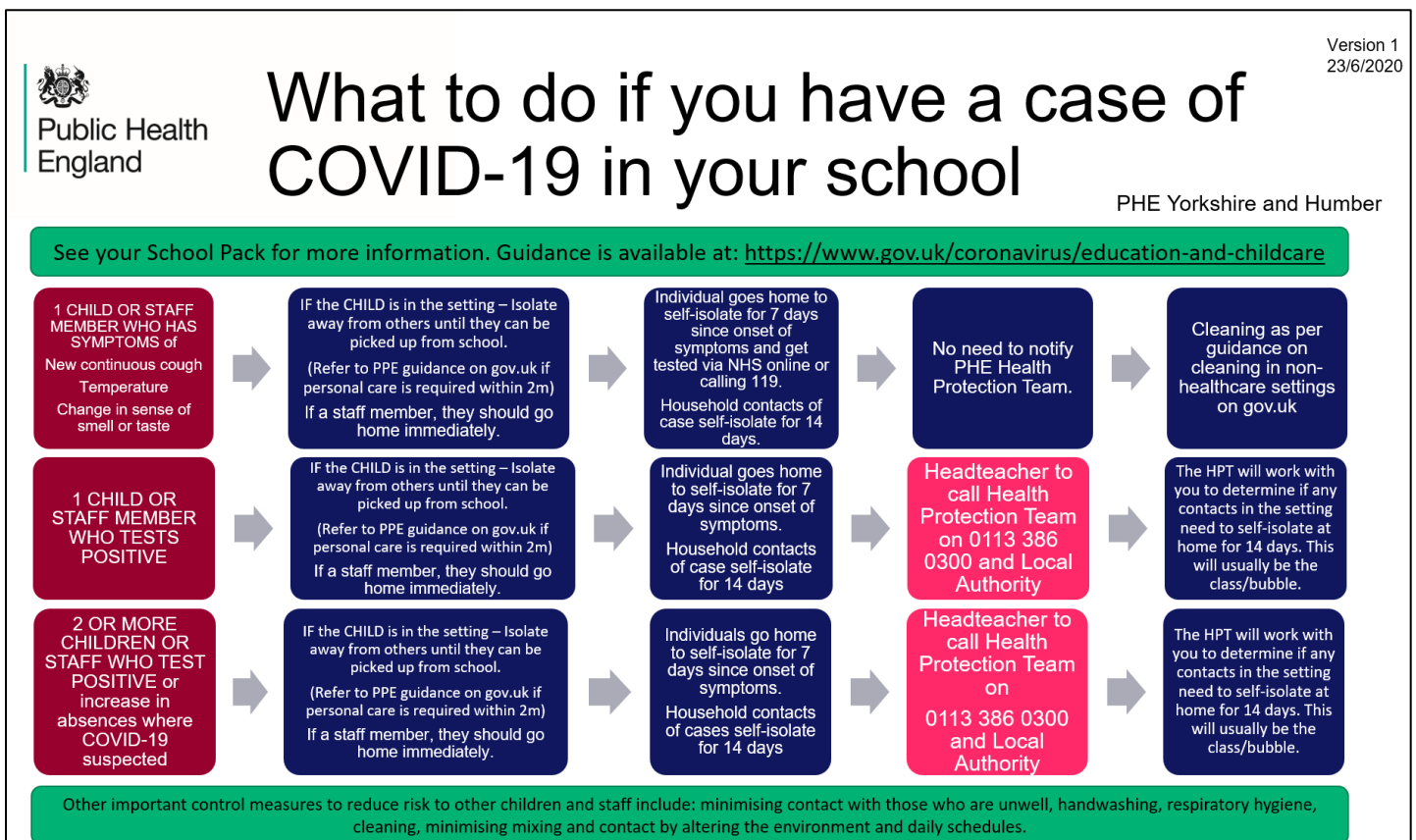
Bubble Four (UKS2)

Year 5	<b>Mark Richards</b>	Emma Havercroft
Year 6	<b>Helen Smith</b>	Annette Lee Lara Howland (EHCP TA) Lisa De Sousa (EHCP TA)  Penny Toyne (Midday Supervisor) Lisa De Sousa (Midday Supervisor)

## Covid-19 Protocols

Public Health England have recently published this flow chart outlining what schools will do if there is a suspected case. Key protocols for you to be aware of include:

- A child/adult **plus all family members** will be sent home from school if they display any of the published Covid-19 symptoms. The symptomatic child/adult will stay off school for **seven** days, other family members for **fourteen** days.
- Any household members with symptoms must be tested for Covid-19.
- School should be provided with evidence of the test result. This will remain confidential.
- If the test result is negative, the child/adult/family may return to school so long as:
  - ✓ everyone in the household who has symptoms tests negative
  - ✓ everyone in your support bubble who has symptoms tests negative
  - ✓ you were not told to self-isolate for 14 days by NHS Test and Trace
  - ✓ you feel well – if you feel unwell, stay at home until you're feeling better
- Upon a positive, confirmed case, it is likely that the local Health Protection Team will close an entire bubble for fourteen days. This therefore means that **your child's school provision could be cancelled at very short notice** for a two-week period. It could be even longer if there is a localised outbreak.
- Everybody will be notified if there is a confirmed case within our school. We will not name the child/staff member however.
- Whilst families may feel aggrieved about their child(ren) being sent home for mild symptoms for up to 14 days, we are required to follow the guidance to the letter in order to protect all members of our school community. We unfortunately expect that several children may be affected by this rule - due to the common cold being highly prevalent during the autumn term. School will, however, support any isolated children with home learning activities.



Alongside the use of protective ‘bubbles’ and strict protocols in dealing with suspected cases, other measures to minimise the risk of transmission include:

- Regular handwashing (especially on arrival)
- Extra cleaning around the school
- Personal Protective Equipment (PPE) and hygiene resources readily available as and when required
- Regular, ongoing health and hygiene education with all children

### School Hours and Site Access

Whilst many schools in York are introducing staggered start and finish times across their year groups, we have decided that this would not be ideal or convenient for working families, particularly those with several children in different year groups. We are therefore only having a slightly different start and finish time for Early Years.

	Start Time	Finish Time
Early Years	Doors open 8.50a.m. Doors close <b>9.00a.m.</b>	3.00p.m. prompt
Years 1 to 6	Doors open 8.40a.m. Doors close <b>8.50a.m.</b>	3.15p.m. prompt

Punctuality is going to be critical in keeping our site secure. Please ensure that your child arrives and is collected during the specified times. School gates will be closed promptly at **9.00a.m.** for safeguarding reasons.

In order to ensure that bubbles avoid mixing on site, we have to restrict access to KS2 parents/carers and insist that children use three key pedestrian entrance points. One parent or carer may accompany EY/Y1/Y2 children onto the school site. In the first week of term, staff will be available at the entrances to help and reassure any children – particularly those in Year 3 used to entering the site with parents/carers.

Some exceptions will be allowed to these rules (e.g. for children with younger siblings in prams or those with disability/access needs) but these must be approved by the school office first. Please contact Miss Nicholson via email to discuss [lordderamores.primary@york.gov.uk](mailto:lordderamores.primary@york.gov.uk).

The Department for Education is encouraging families to walk, cycle or scoot to school. If you are unable to do this, the church car park is still available 8.30-9.00am and 3.00-3.30pm but please adhere to good social distancing. If you are using public transport, please ensure you wear a face covering but be aware that this covering must be securely stored upon entering school and may not be worn whilst in school.

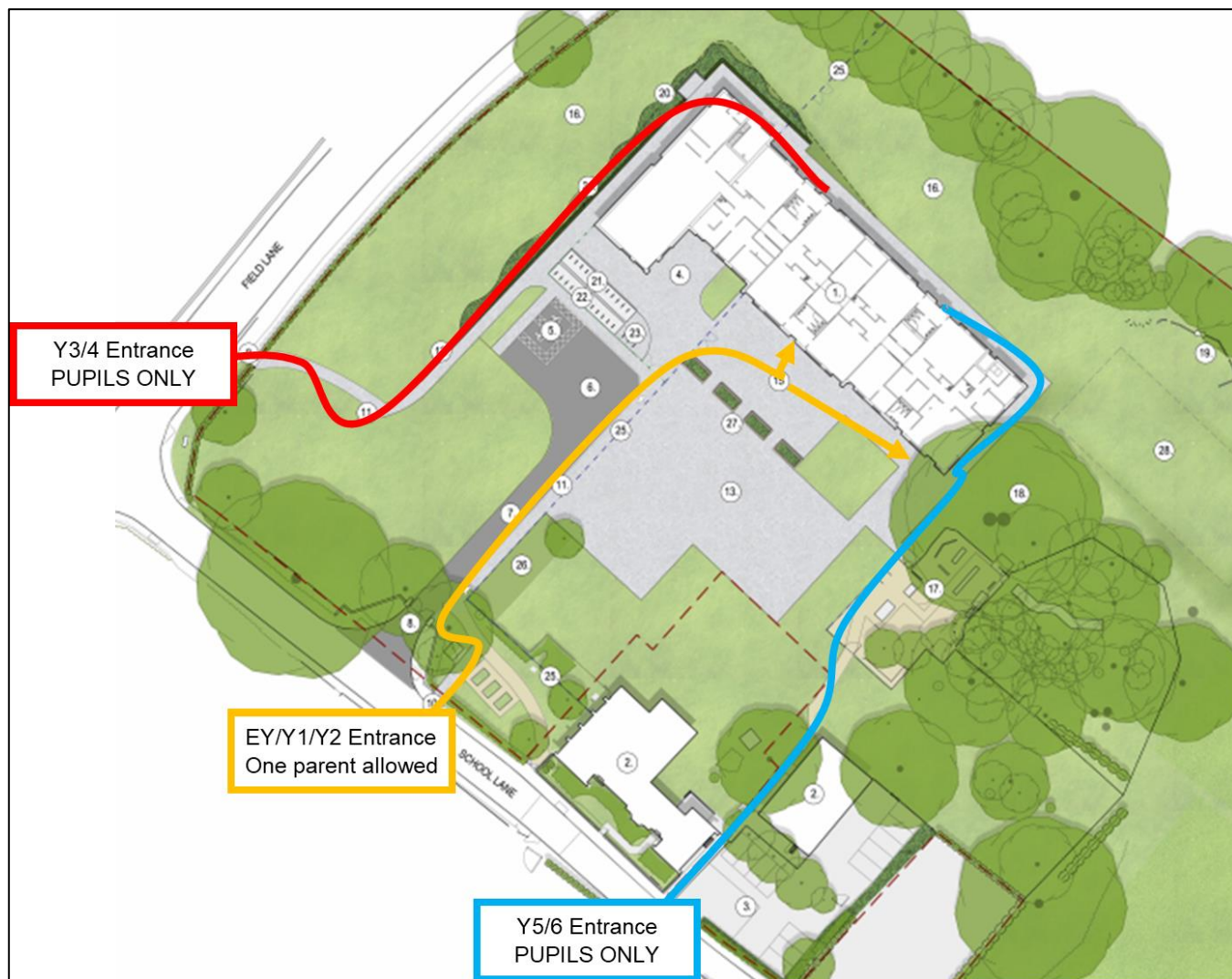
Our normal cycle sheds/scooter rack will only be accessible by EY/Y1/Y2 children and staff. Y3-6 children entering the school site with bikes or scooters will need to walk them to their designated entrance doors. They will store them on the grass verge opposite the KS2 classrooms. This therefore means that they will not be covered/sheltered during these temporary arrangements. The site however is secure.

City of York Council are still searching for a school crossing patrol officer for our school. In the absence of an officer, parents and carers must **supervise children very closely** near the busy roads surrounding our school. School can only accept responsibility for health and safety of children whilst on our site and any parents/carers with ongoing concerns relating to the traffic on Field Lane should direct these to the

council via [road.safety@york.gov.uk](mailto:road.safety@york.gov.uk) or [ben.potter@york.gov.uk](mailto:ben.potter@york.gov.uk) who was leading on the proposed traffic calming measures.

Visitors (including parents/carers, contractors, prospective families) will normally **not** be allowed in the school building. Parents and carers collecting children during the school day should come to the school office. All correspondence, letters and enquiries should be directed to the school office either via telephone (01904 553890), email ([lorderamores.primary@york.gov.uk](mailto:lorderamores.primary@york.gov.uk)) or via children's book bags/planners.

### Pedestrian Access to School



We will be regularly reviewing this system in the first few weeks. If this system is not adhered to, we may have to consider staggered start and finish times for different year groups. Please therefore try and support us with these temporary drop-off and collection protocols.

### Breaks and Lunchtimes

In order to avoid mixing 'bubbles', the playground will be timetabled at lunchtimes and playtimes. The Forest School will also be timetabled (TBC in September). The use of our large field will not be timetabled and staff will be utilising this space as much as possible.

MORNING BREAK	
Early Years	Continuous play (designated EY area)
Year 1	Continuous play (designed Y1 area)
Year 2	10.00-10.15am <i>Plus PM break</i>
Years 3 and 4 (LKS2)	10.20-10.35am
Years 5 and 6 (UKS2)	10.40-10.55am

LUNCH	Lunch (classroom or field)	Lunchtime play (playground slot)
Early Years	In the school hall 11.30-12.00	Continuous play provision
Years 1 and 2 (KS1)	12.00-12.30	11.30-12.00
Years 3 and 4 (LKS2)	12.00-12.30	12.30-1.00
Years 5 and 6 (UKS2)	12.30-1.00	12.00-12.30

Our school catering company, *Caterlink*, will be providing 'finger food' and 'grab bag' options for the autumn term. These lunches are free of charge for those in receipt of Free School Meals and for children in Early Years, Year 1 and Year 2. There is a charge of **£2.35** per day for other children. Dietary and allergy needs will be accommodated.

The government's gift voucher scheme for Free School Meals families will cease on Friday 4<sup>th</sup> September and will no longer be funded by the Department for Education.

Pack-ups provided by home should remain as healthy as possible. Sweets and fizzy drinks are not allowed. We are also a **nut free zone** (which includes all nut-containing products, including Nutella and Peanut Butter).

Milk will only be available for Early Years children. Details of this will be sent out to new starter families soon via the providers *Coolmilk*. Milk is free for Under 5 children. There is a small charge for those Early Years children who are aged 5. The government's Fresh Fruit and Vegetable Scheme will restart in September, providing a free snack for every child in Early Years, Year 1 and Year 2. Other groups are welcome to bring their own healthy snack in for morning break times.

### Uniform, PE Kit and Equipment

- Children should wear their normal school uniform.
- To minimise any transmission risk, clothing should be regularly washed and in a clean state.
- Children will be accessing the outdoor grounds more frequently in the autumn term, please therefore ensure that your child has suitable wellies and waterproof clothes readily available in their lockers at all times.
- Teachers will notify you in their first newsletter about which days your children will be having PE lessons. PE kits should be brought into school on these days.

- No toys or personal stationery/pencil cases should be brought into school. All children will have their own named resource sets supplied by school.
- Book bags and rucksacks may be brought into school to carry planners, homework, reading books, pack-ups, water bottles

### **Medications**

Emergency medications are usually stored centrally in the school office. Individual classrooms, however, also have a medication box readily available. If your child has any emergency medication, such as inhalers or epipens, please ensure that these are brought into school on your child's first day (back). A medication form should be completed with clear instructions about when and how they should be administered. These forms can be requested via the school office.

### **Extra-Curricular Clubs and Activities**

No extra-curricular clubs or activities will be running for the foreseeable future. This is not an easy or desirable decision but the latest Government guidance makes it impossible for us to host clubs in September. We will of course review this if the situation and guidance changes. We will also be planning no educational visits during the autumn term. The Year 6 residential trip may also be cancelled/rearranged. Further details about Robinwood will be sent out to Year 6 families once we have further clarification from them.

Unfortunately, individual or small group music lessons are prohibited within schools. This guidance may change within the next few weeks however. Our usual peripatetic teachers (Diane Martin/Violins, Amy Lacy/Piano, Simeon Haslam/Rock Band and Peter Richmond/Guitar) are currently unable to carry out lessons on school premises. If this guidance changes, however, they will be in touch with their students' families.

### **Curriculum**

Although schools have several different ways of working under the present situation, a child's experience within the classroom should be relatively normal.

Your child will:

- Be fully supported, emotionally and socially, in their transition back to school. This will be our main priority in the first few weeks in September.
- Be fully supported academically so that they catch up on the 67 days of school missed since lockdown.
- Receive a full curriculum offer, including specialist teaching in music (Y2-6), French (Y4-6), PE and computing.
- Socialise and play (within their fixed bubbles) as normal.

Although we will not be meeting as a whole school until further notice, we will still hold a weekly 'Celebration' assembly virtually for the children.

### **Wrap Around Provision (Breakfast and After-School Club)**

*Kids Kabin* is our separate wrap-around club providers and they are currently drawing up plans to provide breakfast and after-school provision based on our secure bubble model. Based on their current indicative numbers, Breakfast Club will take place in the main hall – with each bubble seated in their own 'quadrant'. After-School provision has greater numbers of children and each bubble will therefore have their own dedicated space and staff.

Entry onto and around the school site will not be restricted for *Kids Kabin* drop-offs and collections. Please maintain social distancing as much as possible however whilst waiting to collect your child(ren).

BUBBLE	Breakfast Club	After-School Location
Early Years	Designated tables and area in the school's main hall	Early Years classroom
Years 1 and 2 (KS1)		Portacabin – Room 1
Years 3 and 4 (LKS2)		Portacabin – Room 2
Years 5 and 6 (UKS2)		School Main Hall

