



ENTERING THE SCHOOL SITE			
<p><b>PLEASE NOTE:</b></p> <p><b>*Nursery and Reception classes have their own times</b></p>	<p><b>Enter</b> via the main gates on Avening street and follow the <b>one way</b> system which will take you out at the top of the KS2 playground and <b>Exit</b> onto the park.</p>	<p><b>Strictly NO VEHICLES to drive up to the school</b></p>	<p>Walk to school where possible.</p> <p>Families who travel by public transport will be expected to have a plastic bag that can be sealed to place their masks in before washing hands</p>
<p><b>Only enter between 8.30am &amp; 8.40am</b></p> <p><b>See the KS2 playground map</b></p>	<p>Keep to the <b>one way</b> system clearly marked.</p> <p><b>Move quickly to minimize numbers on the playground</b></p>	<p>Leave your child in their class line <b>and leave immediately</b></p>	<p>Teachers will be waiting for the class in their designated spot.</p> <p><b>Please do not approach the teacher or children</b></p> <p><b>Do not cross the pedestrian walkway</b></p>
<p><b>End of the day</b></p>	<p><b>Children have staggered end of day times</b></p> <p>The class teacher will wait on the class spot in the playground.</p> <p><b>Do not approach the teacher.</b> Make yourself known and <b>your child will go to you</b></p> <p>Please arrive at the designated time and leave promptly</p>	<p><b>Enter</b> through the main gate on Avening street and follow the <b>one way</b> system collecting your child quickly and <b>exiting</b> the playground via the top gate onto the park</p>	<p>If you collect another child earlier please keep them <b>by your side</b> at all times.</p> <p><b>Do not linger on the playground before and after collecting your children</b></p>
<p><b>Each class is one 'bubble'</b></p>	<p>The classes will enter the building in a set order to minimize 'bubbles' crossing. <b>Please be on time to avoid your child being escorted individually into class</b></p>	<p><b>The school office will be closed</b> to all face to face meetings.</p> <p>You can email or telephone if needed</p>	<p>If you need to speak to a teacher you may <b>email or telephone and they will get back to you</b></p>
<p>Nursery and Reception classes have their own times given by the teachers along with a map for entering and leaving</p>	<p><b>Y1-go into school at 8.45am and Leave at 3pm</b></p> <p><b>Y2- go into school 8.40am Leave at 3.05pm</b></p>	<p><b>Y3 &amp; Y4-go into school 8.40am and leave 3.10pm</b></p>	<p><b>Y5 &amp; Y6- go into school at 8.40am and leave at 3.15pm</b></p>
CHILDREN WHO ARE LATE			
<p>Children who are late</p>	<p>School doors will close as soon as the last child has entered. If you arrive after this time your child will have to be escorted to class by a senior member of staff <b>from the playground.</b></p>	<p>The school office will be closed and will only be taking emails and telephone calls. You will not be able to leave your late child at the reception</p>	<p>Registers will close at 8.55am and any child arriving at their class after this time will be marked as late</p>



CONTROLS IN PLACE			
<b>Enhanced Cleaning</b>	Throughout the day in all classrooms, toilets and halls there will be an enhanced cleaning regime	Children and adults will be washing hands at every opportunity  Hand sanitizer will be available at all times	Staff will have free access to cleaning equipment to be used throughout the day as well as PPE
<b>Classroom organisation</b>	The classrooms are organized so that the children do not face each other. <b>They will not be able to move around the room freely in years 2-6</b>	The teacher will be 2m away whilst teaching. TAs will be 2m away during the teaching input and will work no more than 15 mins with any one child or group	<b>Each child will be given their personal equipment and this will be sanitized at the end of the day.</b> There will be regular sanitizing throughout the day of all tables and resources
PE timetables will be given out in week one	<b>Children must not bring personal items into school</b>	<b>Water bottles must be clearly named</b>	<b>PE kits to be worn on PE days</b> A change can be in school in a sealed bag for wet days
<b>Moving around the school</b>	There will be a <b>one way</b> system in place for staff and children.	Children will be supervised at all times to ensure that there is no crossing of 'bubbles'	Toilets will be supervised to ensure that there are limited numbers of children to avoid crossing bubbles and close contact
<b>Break times</b>	<b>Break times are staggered</b> so that 'bubbles' do not mix	<b>Each class will have their own supervised area to play in</b>	<b>Each 'bubble' will have their own teacher and class TA</b>
<b>Lunchtime</b>	Packed Lunches will be in the classroom with a strict hygiene system in place supervised by the class teacher	School meals will be eaten in one of the halls where possible with each 'bubble' having their own area	Outdoors will be in designated 'bubble' area with own class TAs supervising where possible
<b>Attendance</b>	Every child of school age is legally expected to be in school on Thursday 3 <sup>rd</sup> September if there are reasons why this cannot happen then parents need to discuss them with Mrs Ginger, Mrs Thompson or the head teacher as soon as possible	The schools attendance policy will be followed including working with the EWO and issuing penalty notices  Remember lates are counted as absence	Parents are still required to contact school office on the day of absence to inform us of the reason for any absences
<b>Holidays</b>	Families who have to self isolate following a family holiday to a country that is not exempt will be subject to our attendance procedures, ultimately absences could result in a penalty notice unless you can prove that the holiday was booked before 20 <sup>th</sup> March 2020.		



<b>SICKNESS</b>			
<p>Sickness</p> <p>We will be following the latest guidance from Public Health England</p> <p><b><i>The school will be engaging with the track and trace system from September</i></b></p>	<p>If your child has vomited or has diarrhoea then they must stay home for 48 hrs</p> <p>If your child complains of feeling ill at home please do not bring them to school – telephone the school office and let us know.</p> <p>School office will be following up with anyone who phones in with C19 symptoms.</p>	<p>If your child or anyone in the household has COVID-19 symptoms please inform the school and seek medical guidance.</p> <p>Do not leave the home.</p> <p>If you have C19 symptoms we urge you to get tested.</p> <p>If a COVID-19 test is taken please inform the school of the result.</p>	<p>If your child becomes ill at school we will quickly Notify you - you <b>must</b> collect your child immediately</p> <p>Your child will be isolated in a sanitized room.</p> <p>The school will expect you to seek medical advice. The advice given must be reported to the school and if a COVID-19 test is taken the result must be shared with the school.</p>
<b>Teaching and Learning</b>	Where there has been a COVID-19 outbreak then the school will implement online learning for those pupils	The school will not be holding assemblies	ALL PE lessons will be held outside – children to wear PE clothes to school on the day of PE – Timetable to be issued soon.
<b>Policies</b>	The safeguarding policy has been updated	The behavior policy has been updated to include response to persistent and/or serious non following of COVID-19 rules and expectations	Risk assessments for premises including fire assembly have been amended
<b>All available on the school website</b>			
<b>Other Changes</b>	There will be no Friday afternoon club	There will be no walking bus until further notice	There will be no after school clubs until further notice

**There will be no trips or visitors until further notice**

**Please follow social distancing rules at all times**  
**Please follow the one way system**  
**Please be patient when moving about**  
**Please keep all of your children with you at all times**  
**Please do not linger on the school premises at any time**  
**Please drop off and collect at the given times to help avoid congestion**  
**For further clarity please refer to the Entrance and Exit Map.**



**GORSE HILL SCHOOL**