

School Reopening Procedures

for Reception, Year 1 and Year 6

From 15th June 2020



By confirming a place for your child, you are agreeing to follow the below procedures.

Reception

- Start at 8.45am (later than 8.55am to call the office)
- 2 bubbles will be allocated - 1 to come through N door, 1 to come through the Rec door (via the gate by Y2).
- At least 1 member of staff to police the one way system into school.
- Lunch at 11.30am until 12.30pm
- Finish day at 2.30pm
- Collect using one way system, where they dropped off.
- Latecomers to call the office and be given a time to arrive after all other groups have arrived.
- Use of separate toilets

Year 1

- Arrival at 9am (later than 9.10 to call the office)
- 1M to come through 1M's classroom door, follow one way system and signs.
- 1T to come in through 1T's classroom door, follow one way system and signs.
- Play time - 1M - 10.15 and 1T - 10.30
- Lunchtime - 12pm to 12.45pm
- Finish day 2.45pm
- Toilets will be unisex, 1 cubicle for boys and 1 cubicle for girls. 1 child at a time to go to the toilet.
- Children will have their own desk and their own stationary.

Year 6

- Start the day at 9.15 - No parents on the premises
- 3 bubbles - 2 year 5 classrooms and 1 year 6 classroom
- Play time - 3 spaces - top playground, lower playground and cage - 10.50
- Lunchtime - 12.30pm to 1.15pm
- Finish the school day at 3.00pm
- Leave through the same door, follow one way system

- Toilets will be unisex, 1 cubicle for boys and 1 cubicle for girls. 1 child at a time to go to the toilet.
- Children will have their own desk and their own stationary.

Key Worker Groups

- Start 8.30am
- Come into school through the office
- Break 10.30am
- Lunch at 12.00pm until 12.45pm
- Pick up from 3.15pm until 4.00pm
- Toilets will be unisex, 1 cubicle for boys and 1 cubicle for girls. 1 child at a time to go to the toilet.
- Children will have their own desk and their own stationary.

Families that have more than 1 child will be asked to arrive at the latest start time.

The School Environment

- A one way system will be in place - in through Foundation gate, out through Key Stage 2 gate - this will be clearly labelled.
- 2 meter markings will be in place to ensure social distancing. Please follow these.
- Staff will be around to direct if needed.

First Aid and Illness

- Children who are presenting with a raised temperature will be isolated to a designated room. Parents will be contacted and requested them to take the child for a test. You will then be asked to inform school of results ASAP showing medical evidence. The rest of the bubble will remain in school and parents will be contacted to inform them of a suspected case. If a positive case is confirmed, the bubble will be sent home and asked to isolate for 14 days and follow Track and Trace procedures under Government guidance.
- Children who are able to wipe cuts and grazes themselves to do so, adults to do so where children are unable. Use of gloves as is normal procedure.
- Parents will be contacted for any more serious injuries.

Lunchtime

- Lunch will be eaten at the children's desks or outside weather permitting. If your child has School meals, a cold meal will be provided at a cost of £2.30 a day, which must be paid online.
- Children who are on packed lunches are asked to not bring any nuts, including Nutella.
- Lunches for children in Reception and Year 1 will still be free under the universal lunches scheme.

Other

- Please send your children into school in a fresh set of clothes each day. School uniform is optional but must be washed daily if children choose to wear it.
- Year 6 do NOT need water bottles. Water will be provided in cups. Reception and Year 1 children to bring a water bottle on the first day, these will be kept in school and washed daily by staff.
- Children to only bring a coat and sun hat, no bags or any other equipment is permitted.
- Parents to drop their children and go. Any conversations with staff should be done by phone or email via contact@heatonparkbury.com
- If you need to drop any letters or information at school, this can be done via a secure letter box at the school entrance.

Any additional questions can be asked via Seesaw or via contact@heatonparkbury.com. Please be aware that procedures and routines may and will change as the situation evolves and will inform you at that time when this is the case.