

Return to School Guidance for Families



August 2021

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WHAT WILL AUGUST LOOK LIKE at BARASSIE PRIMARY?

The COVID Education Recovery Group (CERG) will assess the public health situation in the run up to the start of the new school session. Advice will then be provided to local authorities and schools regarding necessary mitigations. No mitigations will be removed until advice has been provided therefore all current measures will remain in place for our return in August. Details of these can be found below.

DISTANCING

The importance of social distancing in suppressing the spread of Covid-19 is well documented. Physical distancing measures fall into two broad categories: increasing separation and decreasing interaction.

Physical distancing will still apply to all adults. In Barassie Primary, physical distancing will be achieved through:

- staggered entrance and exit times for children
- physical distancing between parents at drop-off and pick-up times
- encouraging all families to walk to school where possible – or to 'park and stride'. The school **car park is strictly for staff use only** – this is to ensure children's safety. Disabled car parking is located in the small car park. Car sharing with children from other households is discouraged
- the school car park is strictly for staff use and drop off and collections by school contracted taxis
- the use of all available doors when pupils enter school in the morning and leave in the afternoon
- limiting the interactions between pupils through staggered breaks and lunches
- 2 metres physical distancing between staff and between staff and pupils as appropriate

OUR SCHOOL CAPACITY AND CLASS GROUPINGS

All children will return to their allocated class teacher (detailed in the letter issued on Wednesday 16 June 2021) from Thursday 19 August 2021. If you have not received a letter with details of your child's class and teacher for next session please email barassie.mail@south-ayrshire.gov.uk.

WHAT PROCEDURES ARE IN PLACE TO PROTECT ME AND MY CHILD?

Every effort will be made to protect the health and wellbeing of all through promoting physical distancing, good hygiene and infection control. All staff have read, signed and familiarised themselves with the full risk assessment **titled "Return to Work – Potential Exposure to COVID-19 in SAC Education Establishment"**. This document is updated regularly to reflect necessary changes and developments.

Key points and information about routines and practices in Barassie Primary School and Early Years Centre are explained in detail below.

WHAT SHOULD MY CHILD BRING TO SCHOOL?

Children are permitted to bring a school bag with them. All children will be provided with a filled pencil case clearly labelled with their name for use in school. Though not a necessity, if your child would like to bring their own pencil case with them they can do so if they wish.

Pencil cases have been made up for all pupils containing the following:

- writing pencils
- ruler
- rubber

- glue stick
- scissors
- barrel sharpener
- colouring pencils, felt tip pens and/or crayons

Pencil cases must remain in school every day and should not go home.

Water bottles are permitted and should go home each day to be washed with hot soapy water.

Lunch boxes/bag are permitted for children who choose to bring a packed lunch with them.

Outdoor trainers should be available in school every day for outdoor learning and PE. If children choose to bring a school bag these can be kept in their bag. Alternatively, children may bring these in a carrier bag or drawstring gym bag. It would be appreciated if trainers could be kept in school to ensure children always have them available. Please label all items of clothing with your child's name.

Children will have their own individual tray to keep all belongings for the day.

Children should bring outdoor trainers, water bottle, snack and lunch (if not ordering from school) with them to school.

THE SCHOOL DAY

To allow for physical distancing of adults at drop-off and pick-up times, we have staggered our drop off and pick up times as detailed below. Please drop off your child/children and leave the area to ensure enough space for others who have yet to arrive. There will be a member of staff at the main entrance and the gates to greet the children and direct them to their classrooms as they arrive. Children should not arrive before their allocated time.

The drop off and pick up times for each class are below:

P1 (Miss Purdie and Mrs Landon) 8:45am/2:45pm (main doors) - **First day of school 9.15am-2.45pm**

P2 (Mrs Dodds and Mrs McKinnon) 8:50am/2:50pm (main doors)

P3 (Mrs Moriarty) 8:55am/2:55pm (main doors)

P4/3 (Miss Blaikie) 9:00am/3:00pm (main doors)

P5/4 (Miss Bamford) 8:45am/2:45pm (gates)

P5 (Mrs MacLeod) 8:50am/2:50pm (gates)

P6 (Mrs Martin and Mrs Risk) 8:55am/2:55pm (gates)

P7 (Mrs Borland) 9:00am/3:00pm (gates)

The procedures for drop off and pick-up will remain the same as before the holiday with only parents and carers from one class at a time entering the school grounds to collect their child/children when invited to do so. This will be in line with the times above. Please do not arrive to collect your child/children before the designated time as this will limit the space for other people to maintain a two-metre distance.

To avoid multiple drop offs and pick-ups in families with siblings please note that **children with siblings should arrive and exit via the main door**. They should arrive together at the earliest entry time of their siblings and leave at the latest exit time. For example, if your children are in P2 and P5/4 they should arrive together at 8:45am and leave together 2:50pm **via the main doors**.

Children with Additional Support Needs who may require support to enter the school will have individual arrangements for entry agreed with the school. Please speak to Mrs Mills or Mrs Fleming to arrange this.

To ensure more relaxed transitions for children we are adopting a no bell strategy throughout the school day.

GETTING TO AND FROM SCHOOL

We encourage children and staff to walk or cycle to school and instruct them to adhere to physical distancing at all times.

Children who use school transport must follow the guidance they have been issued from the contractor.

We encourage parents/carers and children to utilise their own transport in preference to public transport where walking and cycling are not possible.

Car sharing between households is discouraged for the time being.

BREAKS AND LUNCHES

There will be a morning break and a lunchtime. These breaks will be staggered and children will be required to remain in their class bubbles and not mix with others.

Parents will not be permitted to drop off lunches later in the day. If your child arrives without a lunch and has no money in their account, you will be contacted by the school office to arrange an online payment.

If your child is going home for lunch you must contact the school office to let them know. Children will not be permitted to leave the school for lunch without contact being made by parents/carers.

Morning break: P1-P4/3: 10:25am P5/4-P7: 10:45am

Lunchtime: P1-P4/3: 12:15pm P5/4-P7: 12:45pm

HOW WILL WE COMMUNICATE WITH FAMILIES BETWEEN HOME AND SCHOOL?

To reduce the number of items going between school and home there will be no diaries. Instead communication between class teachers and families should take place using Seesaw . Teachers will respond at a suitable time when they are not teaching. All appointments with teachers and telephone requests should happen in the usual manner via email or telephone to the school office. Further information can be found in the 'Seesaw Communication Policy and Guidance'.

HAND HYGIENE ROUTINES

All children will be made aware that good hand and forearm hygiene is essential at all times - thorough and regular washing of hands and forearms for at least 20 seconds with soap and water and/or use of hand sanitising gel/alcohol based wipes. This will always be done before eating and drinking, and after coughing, sneezing or going to the toilet.

All staff and young people will be made aware to refrain from touching the nose, mouth or eyes and all pupils are frequently reminded of this.

We encourage staff and pupils to wash or sanitise hands before and after travelling as per the guidance for entering and exiting the school building.

TOILETING ROUTINES

Toilet facilities will only to be used by particular groups of children on any day to minimise the number of people out with their group children are in contact with. All groups will be informed of the routines for going to the toilet on their return to school.

Toilets will be cleaned regularly throughout the day.

CLEANING ROUTINES

A rota will be in place to clean frequently touched areas frequently throughout the day. Sharing of resources between classes prior to cleaning is not permitted.

SCHOOL UNIFORM

We encourage all children to wear school uniform at Barassie Primary School. School uniform will be adapted slightly to accommodate necessary changes to minimise the use of changing facilities. Following national guidance all PE will take place outdoors in Level 3 and where weather conditions permit at all other times. All children will be required to bring a pair of trainers to change into for PE and outdoor learning where appropriate. Children will be asked to wear cycling shorts underneath their skirt or dress and a polo shirt underneath a jumper, cardigan or sweatshirt. This will allow children to change their shoes at their table and place jumpers in their personal tray/bag. Shirts and ties are discouraged for the time being as they are not appropriate for wearing during PE. **Children in Primary One may wish to wear their shirt and tie on their first day for photographs.** Please ensure your child comes to school dressed appropriately for the weather and with a jacket so they are comfortable outdoors.

MOVEMENT AROUND THE SCHOOL

There will be a strict one-way system in place and this will be explained to all children on their return to school. Where possible doors will be open to minimise the number of people coming into contact.

WHAT IF I NEED TO SPEAK TO A MEMBER OF SCHOOL STAFF?

Parents should not enter the school building unless they have a pre-arranged appointment. We understand how difficult this is but hope you appreciate it is for the wellbeing of our whole school community to minimise physical contact. We appreciate your cooperation with this matter.

You can contact the main office by telephone on **01292 690072** or by emailing Barassie.Mail@south-ayrshire.gov.uk. Contact can also be made through the Xpressions app. If you wish to speak to Mrs Fleming or Mrs Mills please use the contact arrangements above and your message will be directed as appropriate.

The glass at the front desk will remain closed at all times.

We will not be accepting or handling cash for school lunches and ask that all parents and carers register for 'iPayimpact' to make online payments where necessary.

WHAT IF MY CHILD BECOMES UNWELL AT SCHOOL?

The medical room (opposite the main office) will be used only for children who are unwell but not symptomatic of COVID-19. Children will be supervised by a member of staff to go to the medical room.

If your child feels unwell, you will be contacted as per normal procedures, to come and collect them from school. Preferably this should be an adult from your household and not a grandparent or adult in a higher risk group. You will be given clear instructions as to where to enter the school building and staff will be aware of your arrival. Your child will remain with a member of staff, incorporating physical distancing and all other public health guidance, until you arrive at the school.

If a child or member of staff becomes unwell and is displaying COVID 19 symptoms they will immediately be removed from others and taken to the Visiting Specialist room where they will be reassured by a member of staff until a parent, carer or next of kin can collect them. Preferably this should be another adult from your household where possible. All parents/carers should follow the [national guidance for households with possible COVID-19 infection](#) including testing and self-isolation.

Anyone displaying symptoms or self-isolating due to Public Health advice should not visit the school.

We appreciate the inconvenience it can cause for families when children are sent home due to displaying possible symptoms of COVID-19. We would ask that you act promptly when contacted to collect your child and immediately follow Public Health guidance regarding PCR testing. Children displaying any one of the main 3 symptoms will not be permitted to return to school until they have had a negative PCR test result. If your child is displaying possible symptoms of COVID-19 we cannot accept a negative Lateral Flow Test result as per national guidance. Where children are isolating and are well we will arrange for learning materials to be provided via the agreed platform for the age/stage of the child e.g. Seesaw or Teams.

Anyone displaying symptoms of COVID-19, living with someone who is displaying symptoms or is confirmed through a test as having COVID-19 or who has tested positive themselves should not enter the school building. This applies to both adults and children.

When reporting absences to school please be clear whether the reason for absence is COVID-19 related to allow us to follow public health advice and procedures and record the absence accordingly.