



## 8<sup>th</sup> March Return to School - Information

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### Welcome

We are very excited about returning to school fully from 8<sup>th</sup> March. We have missed our children and families and are keen for us all to be together again. We hope that you understand that the changes we will be making reflect the guidance that we have been given, which is updated regularly. There is a lot of information regarding the safe re-opening of our school which has all been put in place in line with government guidance. Please read **all** the information.

A full risk assessment has been undertaken and agreed by governors. This is under constant review. It is available on our school website.

### Our Aims:

- Provide as safe an environment as we can, within our unique setting
- Maintain connections with our whole school community
- Provide learning with a full curriculum
- Provide support for children's wellbeing

To ensure that everything we are planning and putting in place works, we need you to:

- Pick up and drop off your child at the correct time that you have been given. **Please try not to arrive early or late.**
- In line with government guidance, we expect families to be following the guidance related to social distancing. We also expect families to follow the government guidance on what to do if a child or someone they have been in close contact with begins to show symptoms of Covid 19. [See this link.](#)

### Practical Information:

- There will be a staggered entry and pickup, where children are admitted to school according to their surname initial. (To enable one drop off and pickup point for each family.)

	Drop off	Hometime
Surname A-D	8.45am	2.55pm
Surname E-L	8.45am	2.55pm
Surname M-O	8.55am	3.05pm
Surname P-Z	8.55am	3.05pm

- If there are children in a family with different surnames the drop off and pick up time/place will be determined by the eldest sibling's surname.
- Please use the one way system (unfortunately the council have not yet improved it).
- Please wear a mask on the school grounds unless you are exempt.
- Please do not bring any vehicles onto the driveway outside the gates.
- One adult to bring and collect each family from school. Please do not bring older children with you.
- Y6 children must also be accompanied by a parent, permission to walk to school or home alone is not covered by our risk assessment.
- Please arrive at the allocated time for your family - **try to avoid being early or late**. (It may seem like a small thing to you, but a small thing multiplied by many families, increases our risks).
- Children will be asked to use school hand sanitiser (it is a foot controlled pump) at the door.
- Parents to leave school site after drop off / pick up to avoid congestion and to maintain social distancing.

### Things that will be different and help to keep us all safe.

- Staggered break times and separate areas of our grounds for each class. This will reduce the number of times children pass each other moving around the school.
- Assemblies will be done via zoom so we don't gather as a group in the hall.
- Cleaning staff on duty all day to ensure toilets are cleaned after each use and to supervise handwashing
- Individual stationery packs for each child, not to be shared with others
- Instead of PE lessons being on different days, the children will have both

their PE lessons on one day. They will need to come into school in their PE kit that day. (Black jogging bottoms are acceptable, but school jumpers must be worn).

PE Days are as follows.

Nursery & Rec	Y1	Y2	Y3	Y4	Y5	Y6
Mon	Mon	Tues	Weds	Fri	Tues	Thurs

- We will let you know the PE days as we start back. Unfortunately school swimming for Y4 won't be taking place for the first 4 weeks (at least). Y4 will be allocated a PE day in the interim.
- Children will eat lunch in their classrooms. (Apart from Reception and Nursery). All lunches must be in named disposable bags. If you previously paid for school dinners, you can continue to do so, there will be a hot option each day. If you intend to send a packed lunch from home please let us know.
- All children have a water bottle in school, there is no need to send additional drinks with packed lunches.
- The only item children are to bring to and from school is their reading book (everyday) which must either be in a school book bag or a clear plastic wallet.

### **What do you need to do to get ready?**

- Train your child to sneeze and cough into their elbow. (Particularly important for those in Early Years).
- Buy a book bag from the school office (£3) or use a clear plastic wallet.
- Re-read our school uniform policy, in particular long hair **MUST** be tied up.
- Consider walking / cycling to school to avoid using public transport
- Don't worry about school. Anxiety is easily passed to children, we will deal with anything that comes up calmly and kindly.

### **Communication**

- Good communication between us all is vital to everyone's well-being and safety.

- If you need to speak to a member of staff, please email or phone the school office rather than trying to catch someone at the beginning or end of the school day. 0161 740 7094 contact@st-johnbosco.manchester.sch.uk
- There will be NO ACCESS to the school office, please phone or email us but don't pop in.
- There will be no paper letters - we will continue to use emails and phone calls to speak to you.
- First Aid - you will receive a phone call only for a more serious or head/facial injury otherwise for a minor issue staff will communicate via email or a phone call after school

### **Curriculum**

- Initial return to school lessons will focus on safety, health and hygiene arrangements and wellbeing.
- We will sensitively assess where the children are at in terms of learning (we appreciate the difficulties presented by home learning).
- Rather than talking about children "catching up" or "gaps in learning" we will use more positive language eg reducing the impact of the lockdown. Some of our remote learners may have accelerated progress due to 1 to 1 tuition at home, and many will be more independent and resilient due to the experience of home education.

### **Mental Health and Well Being of Children, Staff and Families**

*This is a huge priority for us.*

- Please note that, in addition to close attention to safety, the consideration of children's emotional well-being will be at the heart of planning.
- All children and families will have had different experiences during lockdown and school closure. Please email or ring school and let us know anything significant that may be having an impact on your child.
- Children will have the opportunity to discuss their experiences, emotions and thoughts during lockdown and school closure. Adults will explore these through sensitive and carefully structured sessions as well as discussing things as they come up spontaneously.
- There will be a high focus on children being active which is good for their mental and physical well-being!

### **Behaviour and expectations**

Our positive school behaviour policy based on being 'Ready, Respectful and Safe' and our Rights Respecting ethos will still underpin all of our behaviour support in school. Please note that if a child does need to do a 'behaviour reflection', they will continue to do this away from the rest of the class, in a supervised safe, designated space.

Although this year has been highly unusual, we expect that children will continue to work in the manner expected at St John Bosco. During this time, it's more important than ever that pupils comply with adult instructions and behave in a manner that keeps them, their peers and school staff safe. Please talk about this high expectation with them before they come into school.

If any child displays unsafe behaviour even after adult support or intervention, parents will be called immediately.

School uniform is to be worn as per our uniform policy ([click here](#)). Children must wear their PE kit to school on PE day.

### **Finally!!**

We are very much looking forward to seeing the children again. I am conscious that there is a huge amount of information being given to you. Please be mindful that whilst it is easy to make what you see as small adjustments/shortcuts, these can have a massive impact when managing the safety of the whole school community, Please ring the school with any queries (0161 740 7094) or email on [contact@st-johnbosco.manchester.sch.uk](mailto:contact@st-johnbosco.manchester.sch.uk) We are here to help if we can!



Here are links to the guidance on which our plans are based.  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/91234/primary-schools-guidance-2021-22.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/91234/primary-schools-guidance-2021-22.pdf)

Here is some further detail on our cleaning and safety measures:

### **Risk Assessments, First Aid and Cleaning**

*(This is an overview of key information- full details are in the risk assessment on our website)*

- All groups will eat lunch in their classroom and be given a dedicated zone to play in at break and lunchtimes.
- Year groups will not mingle with other groups - other than at breakfast and after school club. At breakfast club they will have separate areas and resources.
- All frequently touched surfaces, equipment, door handles and toilets used will be cleaned throughout the day.
- Children will be taught what to do and how to help clean their own equipment.
- Staff will clean any resources after use and wipe all surfaces regularly
- Lidded bins for tissues will be in every classroom.
- We will keep doors and some windows open at all times where possible (classroom doors will be closed during teaching).
- Regular handwashing will be in place.
- Hand sanitiser will be available in classrooms and around school.
- We will reduce 'touch points' e.g. lights switches / door handles.
- As far as possible we will use door stops/ wedges for all internal doors.
- Corridors to be used only for toilet /outdoor access.
- Information posters will be put around school with relevant guidance
- Temperature checks (with non-contact thermometers) will be taken if a child seems unwell and if a child or staff member has a high temperature (above 38 in line with DFE guidance) they will need to go home immediately.
- Face masks are not recommended in educational settings. If however you do wish your child to wear one, and they understand how to wear it i.e. no touching, it must be plain and well fitting. It is only to be taken off for eating / drinking.

### **In the event that a child shows symptoms of Covid-19 during the school day:**

They will be assessed, isolated immediately (but safely supervised) in the designated ventilated area and sent home. The guidance for 'suspected symptoms' will then be followed.

**In the event a child tests positive for Covid-19**

School will inform the Community Infection Control Team. In some cases larger numbers of other children may have to self-isolate at home as a precautionary measure.

## COVID 19 Addendum to Behaviour Policy

This addendum is to be used in conjunction with and alongside our full Behaviour Policy. The rationale behind its creation is to ensure that the children and staff at St John Bosco School act in a manner that fully supports the very necessary safety measures that have been put in place during the Covid-19 pandemic and national crisis.

Some behaviour concerns referred to in this addendum may have previously been deemed less serious, however; if an action now results in the potential compromising of a person's ability to socially distance and stay safe it will now be treated in a more serious manner.

This addendum also applies to children with Special Educational Needs, whose specific needs may result in them finding it more difficult to socially distance or self-regulate. Staff will adhere to social distancing guidelines and will not use any form of physical restraint using Team Teach training, soothing or reassurance for example, hugs or children sitting on laps.

Due to social distancing, we will be unable to complete the following actions:

- Reprimand in private.
- Hold restorative conversations in private
- Repair in private.
- Send a child for time out / brain break
- Hold face to face conversations with parents without a prior appointment.

Linked to the above, the actions we will take are as follows:

- Staff reminder of appropriate expectations given and scripts used.
- Hold restorative conversations as privately as possible without putting children and staff at risk.
- Repair as privately as possible without putting children and staff at risk.
- Children will be asked to stand separately outside instead of going to reflection at breaktimes, lunchtime reflection will take place inside.
- Children are rewarded through verbal positive praise.

Please note these are in addition to our usual expectations for behaviour outlined in the main body of the behaviour policy.

Category	Concern examples	Consequences/actions
1	Not taking responsibility to inform an adult if they are experiencing symptoms of Coronavirus. Not following expectations about coughing, sneezing, tissues and disposal (in line with the 'catch it, bin it, kill it' message) Low level disruption in class	<ul style="list-style-type: none"> <li>• Staff reminder given.</li> <li>• Parents / Carers informed by telephone call or email.</li> <li>• Recorded following behaviour reporting on CPOMS linked to Covid – 19 updates. Repeat incidents escalated to level 3.</li> </ul>
2	Not following school routine for arrival or departure – <b>once</b> Not following the rules about sharing equipment or other items – <b>once</b> Not following instructions on hygiene, such as hand washing or sanitising – <b>once</b>	<ul style="list-style-type: none"> <li>• Staff reminder given.</li> <li>• Parents / Carers informed by telephone call or email.</li> <li>• Recorded following behaviour reporting on CPOMS linked to Covid – 19</li> </ul>



	<p>Not moving around the school as per specific instructions – <b>once</b></p> <p>Not lining up or sitting following instructions to remain 2 metres apart wherever possible.</p> <p>Deliberately touching another person - <b>once</b></p>	<p>updates. Repeat incidents escalated to level 3.</p> <p>Two reflections will be given for children misbehaving at home time either whilst waiting for parents or when moving around the school.</p>
3	<p>Repeated incidents from level 2 – <b>more than once</b></p> <p>Not following school routine for arrival or departure – <b>more than once</b></p> <p>Deliberately tampering or touching another child's equipment or belongings</p> <p>Deliberately tampering with hygiene materials such as soap or sanitiser</p> <p>Deliberately tampering with bins or the contents of bins</p> <p>Deliberately entering an area or zone that is out of bounds or which may compromise the health of children and staff in another group.</p> <p>Deliberately attempting to socialise with a child from another group</p> <p>Deliberately misusing the toilet areas and facilities</p>	<p>Child will be sent home immediately and a risk assessment will be completed to ascertain when they can return.</p>
4	<p>Deliberately coughing or spitting at somebody</p> <p>Any action that would usually require the need for restraint and which would severely compromise staff ability to remain socially distanced.</p>	<p>Child will be sent home and a risk assessment must be completed to assess if the child can return before September.</p>