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PHASED COVID-19 RECOVERY STRATEGY: FREQUENTLY ASKED QUESTIONS (FAQ)

How will the school ensure my child avoids contact with anyone who has symptoms of COVID-19?

All staff, children, parents and carers will be expected to continue to follow the government guidance around self-isolating if they show any symptoms of COVID-19:

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-people-with-confirmed-or-possible-coronavirus-covid-19-infection>

There should therefore not be anyone on site at any point with symptoms of COVID-19.

If someone starts displaying symptoms during the school day, the child or adult will immediately be isolated in a designated area and arrangements will be made for them to go home. Anyone who has been in contact with the individual will be notified. We will encourage the individual to access a COVID test where possible. If there is a confirmed case, anyone who has had contact with the individual will need to isolate from 14 days from the first day of symptoms.

What is the school doing to minimise contact and mixing of children whilst they are on site?

Children in Nursery, Reception, Year 1 and Year 6 will return to school in new groups of no more than 15 children, led by a group leader and supported by a teaching assistant. There are likely to be less children than this in each group.

These groups will not mix during the school day. Lunches will be eaten in classroom bases and where these are school meals, a school packed lunch will be brought to the classroom bases. The only areas children will access will be their individual classrooms and the outside areas, at staggered times.

This significantly lowers the risk of cross transmission of the virus between groups.

The groups will be based on the current classes but will also be decided according to a mixture of factors, including an even mix of genders, abilities, special educational needs and social and emotional needs. Once children have been allocated to a group they will not be able to change out of it.

You will be informed about the groups your child is in and any specific arrangements for your child in a separate letter.

Due to the limitations of space and the number of classrooms available, Nursery children who are usually 30 hours will only be able to access a morning or afternoon session of 15 hours. Year 6 children will be attending school on a rota, one week on and one week off.

The location of these groups is as below:

GROUP	LOCATION
Nursery will be in the current Nursery classrooms and the Family Room	
Year N.1 / Year N.4	FAMILY ROOM
Year N.2 / Year N.5	ACORNS
Year N.3 / Year N.6	CONKERS

Reception will be in the three reception classrooms and the three Year 1 classrooms	
Year R.1	ASH
Year R.2	BEECH
Year R.3	BIRCH
Year R.4	CHERRY
Year R.5	CHESTNUT
Year R.6	CEDAR

Year 1 will be in the current Year 3 & 4 classrooms in the upper building	
Year 1.1	LIME
Year 1.2	LABURNUM
Year 1.3	LARCH
Year 1.4	HORNBEAM
Year 1.5	HOLLY
Year 1.6	HAZEL

Year 6 will be in the current Year 2 classrooms in the upper building	
Year 6.1	ELDER
Year 6.2	ELM
Year 6.3	FIR

All key worker childcare will be in the Year 5/6 block on the upper site	
Key Worker Childcare	WILLOW
Key Worker Childcare	WALNUT
Key Worker Childcare	PINE
Key Worker Childcare	WHITEBEAM
Key Worker Childcare	SPRUCE
Key Worker Childcare	POPLAR

No other staff will lead these groups, other than the group leader and teaching assistant that are allocated to them. As described later on, if a group leader is unavailable, that group will be closed and children in that group will not be able to come to school on site that day. Home learning activities will be provided as usual.

There will be no access to the school site for parents or other visitors whilst these arrangements are in place, except for emergencies.

Teachers are entitled to half a day's planning and preparation time each week. We normally have teachers covering this across a number of classes, but this will not be possible within the proposed arrangements.

We will therefore be closed every Friday afternoon and will have a staggered close time between 12pm and 12.30pm on Fridays for all year groups.

You will receive a separate letter telling you exactly the timing for your child's group.

Will my child be expected to stay 2m from every other child and adult once they are in their group?

Quite simply, the answer to this question is NO.

In line with government guidance, we do not believe that the 2m rule is possible in a group of 15 children for 6 hours a day and we do not want to give a false impression to parents and carers that we will be providing this level of protection, due to the limitations of the space we have and the age of the children.

Children will however be encouraged to minimise direct physical contact with other children in their groups. Where possible, children will be encouraged to sit apart from each other at desks but there will be some group activities where there are working in closer proximity to each other.

Parents and carers will be asked specifically to indicate in a questionnaire that they understand this and that they are happy to send their child onto site on this basis.

How will my child arrive at school and leave at the end of the day to avoid contact and observe social distancing?

Below, we describe our plans for how children will arrive at school and leave at the end of the day to ensure there is as little contact between the groups and social distancing can be observed. Again, we are only expecting this when children and adults are arriving at school and leaving.

Children should only come to school with one adult. In order to make these arrangements safe, we will be closing the staff car park and part of the lower parents' car park, so please consider walking to school if possible.

It is absolutely essential that parents and carers do not wait around on or near the school site before or after drop off.

Parents with children in several different locations will need to think through how you could work this to minimise your movement around the site.

If at all possible, please can you avoid bringing siblings onto site who are not attending school on site. If this is unavoidable, they must observe 2m social distancing rules whilst queuing with you.

Nursery:

Nursery children in the Nursery classroom will arrive via the Nursery gate at a staggered start at either 8.30am or 9.00am for the morning session, and 12.00pm or 12.30pm for the afternoon session.

Nursery children in the Family Room will arrive via the Pre-school entrance at 8.30am and 12.30pm for the afternoon session.

We do not anticipate long queues here as there are small numbers of children (max 13) at a time and they will come directly into the setting as soon as they arrive. There might be a short period where parents will be asked **to wait down the path on the left-hand side**, which will be marked with 2m lines to support social distancing. You will then be directed to leave keeping to the **left-hand side**. Please take care to allow each other 2m distance as you come in and out of the entrance gates.

Parents will collect their child from Nursery in the same way at either 11.00am/11.30am or 3.00pm/3.30pm.

Reception:

Reception children in the three reception classrooms will arrive via the main gate to the lower site (from the public footpath) at a staggered start at either 8.30am, 8.45am or 9.00am.

We anticipate there may be a short queuing time here but staff will be ready to receive your children so that they can go directly into the setting as soon as possible. Parents will be asked to wait down the path and **round the edge of the playground on the left hand side**, which will be marked with 2m lines to support social distancing. You will then be directed to leave via a new gate which we are opening up onto the public footpath, keeping to the **left hand side**. Please take care to allow each other 2m distance as you come in and out of the entrance gates.

Collection for these children will be the same, with a staggered collection time of either 3.00pm, 3.15pm or 3.30pm. Please form a queue along the marked areas and we will do everything we can to hand over the children safely and promptly to you.

Reception children in the three Year 1 classrooms will arrive via a new gate that is being opened up into the Lower Parent Car Park, directly opposite Pike End. We are closing off part of the lower car park to ensure this is safe. There will be a staggered start at either 8.30am, 8.45am or 9.00am.

We anticipate there may be a short queuing time here but staff will be ready to receive your children so that they can go directly into the setting as soon as possible. Parents will be asked to wait along the path and **round the edge of the closed section of the car park and onto the field**, which will be marked with 2m lines to support social distancing. You will then be directed to leave via the same new gate using the closed off section of the car park. Please take care to allow each other 2m distance as you come in and out of the entrance gates.

Collection for these children will be the same, with a staggered collection time of either 3.00pm, 3.15pm or 3.30pm. Please form a queue along the marked areas and we will do everything we can to hand over the children safely and promptly to you.

Year 1

Year 1 children (who will be in the upper building in the current Year 3 & 4 classrooms) will arrive at 9.15am **via the Year 5/6 double gates off of the main concourse**.

We anticipate there may be a short queuing time here but staff will be ready to receive your children so that they can go directly into their classrooms as soon as possible. Parents will be asked to wait **along the main concourse path and round the edge of the Year 5/6 Playground**, which will be marked with 2m lines to support social distancing. You will then be directed to **leave via the statue gate and out through the staff car park, which will be closed off for safety**. Please take care to allow each other 2m distance as you come in and out of the entrance gates.

Collection for these children will be the same, at 2.45pm. Please form a queue along the marked areas and we will do everything we can to hand over the children safely and promptly to you.

Year 6

Year 6 children (who will be right at the top of the upper building in the current Year 2 classrooms) will arrive at 8.40am **via the Greydells Road gate**, which we are opening up temporarily. We would encourage children to walk to school independently, but if this is not possible, **please can we ask that you do not park in the close as this will become congested**. Please drop your child off promptly along Langthorne Avenue or the main section of Greydells Road and leave them to walk in independently.

Many of the children might not even know this gate exists, so please show them exactly where it is in advance!

They will walk straight down to the classrooms via the external classroom doors.

The end of the day will be 3.15pm for Year 6 and they will leave via the Greydells Road gate. If you are collecting, you should walk down the path to collect from classroom doors, then back up the grass (rather than wait outside the gate).

Key worker childcare

Children accessing the key worker childcare who are not in Nursery, Reception, Year 1 or Year 6 will be in the Year 5/6 block and will arrive at 8.40am **via the Year 5/6 gate off of the main concourse.**

We anticipate there may be a short queuing time here but staff will be ready to receive your children so that they can go directly into their classrooms as soon as possible. Parents will be asked to wait **along the main concourse path** which will be marked with 2m lines to support social distancing. You will then be directed to **leave via the statue gate and out through the staff car park, which will be closed off for safety.** Please take care to allow each other 2m distance as you come in and out of the entrance gates.

Collection for these children will be the same at 3.15pm. Please form a queue along the marked areas and we will do everything we can to hand over the children safely and promptly to you.

We appreciate this is all quite a lot to take in, so here is the information in a table:

Year Group	Location	Start time	Entrance	Where do I queue?	Exit	End time
Nursery	Nursery classrooms (AM sessions)	8.30 and 9.00	Nursery gate	Down the nursery path, keeping left, 2m distance	Nursery gate	11.00 11.30
	Nursery classrooms (PM sessions)	12.00 and 12.30	Nursery gate	Down the nursery path, keeping left, 2m distance	Nursery gate	3.00 3.30
	Family Room (AM session)	8.30	Pre-school gate	Down the path, keeping left, 2m distance	Pre-school gate	11.30
	Family Room (PM session)	12.30	Pre-school gate	Down the path, keeping left, 2m distance	Pre-school gate	3.30
Reception	Reception classrooms	8.30 8.45 9.00	Main gate to lower site off of public footpath	Down the path, round the playground, keeping left, 2m distance	Out through reception outside area and the new gate onto the public footpath	3.00 3.15 3.30
	Year 1 classrooms	8.30 8.45 9.00	New gate opposite Pike End	Round the path in the lower parent car park, 2m distance	Out through the closed off section of the car park, keeping right and out through the new gate	3.00 3.15 3.30
Year 1	Year 3 & 4 classrooms	9.15	Year 5/6 double gates	Along the main concourse, round the Year 5/6 playground, 2m distance	Out through the statue gate and through the closed staff car park and onto the field.	2.45
Year 6	Year 2 classrooms	8.40	Greydells Road gate	Straight into classrooms via external doors	Greydells Road gate	3.15
Key worker childcare	Year 5/6 block	8.40	Year 5/6 double gates	Along the main concourse, 2m distance	Out through the statue gate and through the closed staff car park.	3.15

What is the school doing to ensure there is frequent hand washing and good respiratory hygiene practices?

All staff and children will be cleaning hands more often than usual – washing hands thoroughly for 20 seconds with running water and soap and drying them thoroughly.

We will increase the availability of hand sanitiser around the school in frequently accessed areas, such as the school office hatches and staffrooms.

We will also be ensuring good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach, ensuring there are plenty of tissues available, and lidded bins which are frequently emptied.

Will my child have to wear school uniform?

Ideally, children should be coming to school in clean clothes every day to minimise the risk of transmission of the virus.

We have thought about this at length and decided that **this will be easier to manage for most families if children do come to school wearing basic uniform**. This will also make it much easier to establish a morning routine and to get the children into the mindset of ‘being back at school’.

However, please don’t worry about this. We will show flexibility for the remainder of the summer term. If children have outgrown their uniform over that last few months, please do not go out and buy new uniform. Clean clothes which broadly match our school uniform colours will be acceptable for the time being.

All children should wear trainers as we will not be requiring them to change for outside activities and their footwear needs to be suitable for in and outdoor play.

What additional cleaning will the school be doing?

We have arranged additional cleaning throughout the week including frequently used surfaces being cleaned more regularly during the day.

Staff will have access to additional cleaning materials to use during sessions.

We have reviewed our learning environment and removed any materials which cannot be easily cleaned e.g. soft toys. Each child will be provided with a pack of basic resources to reduce sharing e.g. pens, pencils etc.

In the event of the confirmed case, additional deep cleans will be undertaken.

Will staff, or my child have to wear a face mask or other PPE (personal protective equipment)?

Government guidance is that adults and children are not required to wear PPE in primary schools, unless for intimate care such as nappy changing and first aid. This is no different to what we would normally expect staff to wear; gloves and an apron. If a child/adult were to have suspected COVID, then any staff member supporting them would wear additional protective equipment.

You may choose for you and your family to wear a face covering for the walk to and from school. We would ask that these be taken home to dispose of, once you have come onto site. If washable masks are used, these need to be kept in a named plastic sealed bag.

My child has special educational needs, and/or a disability. How will you support them to return to school?

We will review all health care plans, individual learning plans, and individual risk assessments with you prior to your child returning.

If you have any specific worries or concerns, please contact your child's teacher or the SENCO, Emma Verlander to discuss these emma.verlander@fairlands.herts.sch.uk

It is also important to point out that we know some children will struggle with the stricter controls and limitations the proposed arrangements will place on them. We will be talking to you about the practical implications of these changes to their routine and discussing how we might overcome those barriers. There may be some children for whom this will not be possible and whose best interests would be served by them staying at home, and we will support you in this.

What will children be learning about whilst they are at school?

The curriculum will be adapted to focus on wellbeing, easing the children back into school and transition to their next year group.

We will focus on identifying and addressing any gaps in learning which have arisen during lockdown, and there will be a strong focus on the teaching of reading across all year groups.

Will you continue to provide home learning for children who are in Years 2,3,4 and 5 and for children in other year groups who are not attending school on site?

Yes, we will continue to provide our home learning blogs for all year groups as we have been during lockdown. This is an essential part of our ongoing provision.

We have identified teachers who will be working from home and overseeing all the home learning for children who are not on site in that year group.

Will you continue to provide emergency childcare for key workers and vulnerable children in Years 2, 3, 4 and 5?

Yes.

Over 100 children in the school currently are eligible for this childcare, although not all are accessing it.

We have allowed capacity for increased numbers, however, there could be a point at which we have to prioritise this childcare provision over places for children in other year groups.

If this is the case, we would close groups in Year 6 first, followed by Nursery, then Year 1, and finally Reception.

Will you continue to provide breakfast and after school club?

Yes, but this provision will be extremely limited and will only be available for priority key workers and vulnerable pupils from the new times of 7.45am – 9.15am and 2.45pm – 6.15pm to fit in with the staggered start and end times.

On Fridays, an extended after school club provision from 12.00pm to 6.15pm will be available for a limited number of priority key workers.

What happens if the leader of a group is unavailable to lead?

As mentioned above, there will be no covering of groups due to risk of cross-transmission.

For the short term i.e. up to a week, the group will be closed and the children in that group will not be able to attend school on site until the leader is available to take the group again. Home learning activities will be provided.

If a leader is not likely to be available long term i.e. more than a week, we will write to you explaining the situation and we will attempt to staff the group permanently with another leader if at all possible.

What happens if I decide I do not want to send my child back to school?

You will be asked to indicate your intention in a survey which will come out when we are notified by government that your child should return to school on site.

If you indicate that you do not wish to send your child in, we will telephone you to talk through your reasons.

If there are genuine reasons, such as shielding for underlying health conditions or a need to self-isolate, your child's absence will be authorised.

If there is no reason why your child can't attend, the absence is likely to be unauthorised and we will continue to discuss with you to make a plan for your child to return to school.

The government have been clear that families will not be fined for non-attendance at this time. Although the government guidance is that every eligible child should attend school, this is entirely your decision. We will support you in whatever you decide, as we know you do not make this choice lightly.

How do I contact the school if I can't come onto site?

In order to support social distancing and protect the school community, we will be asking parents / carers not to speak to teachers at drop off or collection time. The school offices will also be closed to parents/carers except for the following circumstances:

- To drop off or collect medicine
- If a parent/carer is contacted to collect a child in an emergency
- For parents/carers attending a pre-arranged meeting

If you need to contact the school, please use one of the following channels:

- Email admin@fairlands.herts.sch.uk for general enquiries, parentforum@fairlands.herts.sch.uk with feedback or ideas or a direct contact if you have one
- Call the school on 01438 351053 between 8am and 4pm (the office will be closed during half term)
- Money should be paid online using the school gateway or cash and cheques should be sent in an envelope with the child's name and the purpose clearly marked.

What are your plans for the return of all other year groups?

The government has stated that it would like children in all other year groups to return to school for at least a month before the end of the summer term. There is a huge level of uncertainty around whether this will happen. We are clear that this would not be possible if we were expected to follow the current government guidance around implementing protective measures in schools, so completely new

guidance will have to be issued. When and if this happens, we will follow the same process of taking time to digest it and communicating our plans carefully to you.

Will you be open over the summer holidays?

At our governor meeting on Wednesday, this was discussed and it was agreed we would make a decision at our next meeting.

Please note that the above arrangements are based on our current understanding as of Thursday, 21 May 2020 of government guidance and our risk assessments. There may be changes, which we will keep you informed about.