



WELLSPRINGS PRIMARY SCHOOL

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Headteacher: Mark Lunn

Appendix 1

Parent-carer key information for June 2020

21.05.20

This guidance should be read in conjunction with the Parent/Carer information provided by school around the broader organisation of the classing structures and social distancing measures in place, from June 2020.

As of June 1st, Reception and Year One will be the first year groups to start in school, with Nursery being phased in. Year 6 will start the week after, on the 8th June. The Government have identified Year One and Early Years pupils, as the priority year groups for wider provision arrangements. [Refer to GOV.UK, 12.05.20.](https://www.gov.uk/government/news/government-sets-out-early-years-provision)

Children in the Early Years, Year One and Year Six will attend Monday to Thursday. This is to allow a transition period for these children, and provides a day of preparation for teachers to ensure in-school and remote planning/assessment is completed. This will be reviewed throughout the term to ensure it is an effective approach. Provision arrangements for pupils of Critical Workers will continue as at present.

There are many changes to how the school will run this term. Here are some of the practical things that will help you get your child ready for their return to school:

Sun cream

We ask that all parents apply a high factor sun screen to your child before school every day this term, regardless of cloud cover. Children may spend longer spells out in the fresh air so there is an increased risk of sun damage.

Water bottles

Every child needs their own named water bottle. Water fountains will not be in use, but each class has access to drinking water to refill their water bottle.



Uniform

Clean washed clothes each day please:

- School jumper
- Grey trousers/shorts/skirts/dresses or summer school dress
- Or, due to the need to wear clean clothes every day- home trousers/shorts/t-shirt. No strappy vests/ bare shoulders please.
- Long hair tied back and no jewellery/watches.
- School shoes or sensible alternative. Please keep them clean.

No PE kits- children will not change clothes for PE to minimise risks of swapped clothing.

Other equipment

Please name your child's things. These may include:

- A named sun hat/baseball cap
- A named waterproof coat. School 'spares' will not be available to borrow.
- Wellies- Due to the need to socially distance, the groups will use all parts of the school site. Even on a sunny day the wet grass can make playtime uncomfortable so please supply your child with boots. Children may leave their boots in school in a bag provided by home.
- All children in Early Years need a change of clothes.
- Bikes and scooters will not be stored in school- parents will have to take them home after use, if their child wishes to ride them to school.

No pencil cases-clean individual packs of stationery will be provided.

No toys from home.

Lunches

A School Meal will be provided for those children receiving Universal Entitlement (Reception and Year 1, as well as the Year 2 key worker children) and for those in KS2 entitled to Free School Meals. If you are sending in a packed-lunch please include spoons/forks from home if necessary.

If your circumstances have changed and you believe that you may now be entitled to claim a free school meal for your child, please check and apply online by [clicking here](#). Food packs will continue to be ordered for children entitled to receive free school meals that are not attending school.



Behaviour Policy

Our behaviour policy and sanctions have been updated to reflect unwanted behaviours during coronavirus. Please read this guidance, as if your child attends under the new arrangements, it is assumed that you understand and accept these routines. Please contact the school office in advance in writing, if this is not the case. Refer to [Appendix 2](#).

Drop-off and collection routines

Only one adult should accompany their child(ren) to school and should not come on to the school site. Please do not 'gather' at the entrances/exits but do maintain 2m social distancing at all times.

Information on how we will collect/deliver children.

Your child will be dropped off at the same point each day, and will enter and leave by this same point. We have demarcated 2 metre distances just outside the front and rear gate. We ask that you stick to the arranged time. The Government have stipulated that only one parent/carer should escort their child each day, unless the child is old/confident enough to walk independently to and from school.

Older children (Year 4/5/6) will drop off/collect from the rear gate, and be collected on the KS2 playground by a key adult in their Bubble group.

From the rear gate:

8.45- Barn Owls Bubble, collect at 3.15 (Key Worker group)

9.00- Foxes Bubble, collect at 2.40

9.10- Adders Bubble, collect at 2.50

9.20- Otters Bubble, collect at 3.00

9.30- Rabbits Bubble, collect at 3.10

Years 1/2/3 and Foundation Stage children will be dropped off at the front of the school. A designated area just inside the main pedestrian gate has been set aside for parents/carers to stand, with their child/children.

Where there are families in school who may need to be in two places at once, we will contact them to discuss arrangements. It is most likely, that the oldest children in these families can go straight to their meeting points (on the KS2 playground) independently to avoid clashes in scheduling.



From the front entrance:

8.45- Badgers Bubble, collect at 3.15 (Key Worker group)

9.30- Kingfishers Bubble, collect at 2.40

9.40- Dormice Bubble, collect at 2.50

9.50- Hedgehogs Bubble, collect at 3.00

8.45- Squirrels Bubble, collect at 3.15 (Key Worker group)

10.00- Red Squirrels Bubble, collect at 2.30

10.00- Grey Squirrels Bubble, collect at 2.30

Nursery Squirrels children will be phased in with an agreed start time in advance with parents and school.

Teachers will be in contact with parents/carers in the next week, to confirm which Bubble your child is in. We will reiterate, the adults in these classes may not be the teacher/TA that they had prior to the Lockdown arrangements. Please refer to the maps about accessing the school site, [Appendix 3](#)

Attendance

We will need to be contacted the week prior to your child attending school. For example, if a parent/carer contacts us about their Year Six starting on Wednesday 17th June, their start date would not be until Monday 22nd June. This enables us to sort which group they will join, and does not compromise the routines for the pupils and staff.

Hygiene

Families should continue:

- avoiding contact with anyone with symptoms;
- frequent hand cleaning and good respiratory hygiene practices.

There is no need for anything other than normal personal hygiene and washing of clothes following a day in an educational or childcare setting. As stated, clean clothes for the start of the new day, will help minimise any spread of virus or other germs.

In school, children will be provided with posters, assemblies (via virtual platforms) and regular reminders by staff to ensure hygiene routines are reinforced. These resources have been produced



by the Government and by Wellsprings staff, to provide clear guidance on hand washing, general hygiene and social distancing routines in school.

Symptoms

The most common symptoms of coronavirus (COVID-19) are recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia). UK Gov, 18.05.20

Children are likely to become infected with coronavirus (COVID-19) at roughly the same rate as adults, but the infection is usually mild.

Please check daily if your child has any of these key symptoms, and if so, you are advised not to bring your child to school. The Government guidance is:

- if you live with others and you are the first in the household to have symptoms of coronavirus (COVID-19), then you must stay at home for at least 7 days, but all other household members who remain well must stay at home and not leave the house for 14 days. The 14-day period starts from the day when the first person in the house became ill. See the explanatory diagram.

Refer to <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection> Gov UK, 18.05.20.



Appendix 2

Added amendment to the school SEMH/Behaviour Policy

Summer 2020

Rationale of the policy

At Wellsprings School we believe our school is a community and that it is vitally important that everyone is safe and happy within it. We aim to provide an environment in which our children are secure and confident, irrespective of race, gender, religion or disability, with Equal Opportunities for all. There have been additional amendments to the Behaviour/SEMH policy, in light of the COVID 19 arrangements. These are temporary measures (as of May 2020) introduced in the event of a wider opening of the school, on 1st June 2020. These measures will be reviewed in light of changes to provision, as stipulated by local and national circumstances.

The Government have issued guidance to schools, in relation to their policies. Please refer to the information below:

Annex A: Behaviour principles

In light of the need for children to behave differently when they return to school, and any new systems you have put in place to support that, you'll need to make changes to your behaviour policy. Behaviour policy changes will also need to be communicated to pupils, parents and staff.

Areas schools may wish to add to their behaviour policy are:

- following any altered routines for arrival or departure
 - following school instructions on hygiene, such as handwashing and sanitising
 - following instructions on who pupils can socialise with at school
 - moving around the school as per specific instructions (for example, one-way systems, out of bounds areas, queuing)
 - expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it') and avoiding touching your mouth, nose and eyes with hands
 - tell an adult if you are experiencing symptoms of coronavirus
 - rules about sharing any equipment or other items including drinking bottles
 - amended expectations about breaks or play times, including where children may or may not play
 - use of toilets
 - clear rules for pupils at home about conduct in relation to remote education
- These will be found in the documents provided to parents/carers by school in May 2020 (including [Appendix 1](#) Parent-carer key information for June 2020, 20.05.20)**
- clear rules about coughing or spitting at or towards any other person
 - rewards and sanction system where appropriate (see below).



Identify any reasonable adjustments that need to be made for students with more challenging behaviour. The SLT will continue to monitor closely throughout the day, by checking each class periodically.

The SLT and in particular the Headteacher, will be contacted for support where there are issues of challenging behaviour at Stage 2 or 3. Wherever possible, in-class support will be provided to avoid concerns, and pupils will be reminded generally around social-distancing arrangements. The Government have acknowledged it will be difficult to maintain social distancing consistently in education settings, but all schools will continue to work towards this within their agreed routines.

Below is the sequence of actions staff should apply for pupils at Wellsprings, where a Golden Rule has been broken. The sequence is slightly different for each Key Stage, as it shows below:

Stage 1	Stage 2	Stage 3
Class Teacher	SLT	HT
<ul style="list-style-type: none"> - If required, timeout in reflection space in the corridor. - Repeat if required. - If issues persist, contact parent/carer notified by teacher/key adults. - Persistent refusal, move to Stage 2. 	<ul style="list-style-type: none"> - SLT contacted to give advice to pupils, ensuring safer COVID 19 practices are maintained. - Timeout, if required, in a designated area well away from class- this may be supervision within the office area. Again, supervision arrangements would follow safer COVID 19 practices. - Parents/carers notified by SLT. 	<ul style="list-style-type: none"> - HT to supervise child in isolation from class for a day. Again, supervision arrangements would follow safer COVID 19 practices. - Monitored closely on return to class- if repeated, extend isolation from class may be required, dependent on behaviours exhibited. - Review behaviour and consider adjustments to timetable within school.
<p>Not following instructions which support safe practices provided by the Government when schools 're-open' to all students. Pupils will be reminded of routines in school, and maintaining physical distances where possible.</p>	<p><u>What behaviours are seen as more serious?</u></p> <ul style="list-style-type: none"> • Placing other people's health and wellbeing at risk, by deliberately coughing, spitting and refusing advice in close proximity to other staff or pupils. • Persistent physical contact with other people, through careless/unkind physical behaviours (staff or children). • Deliberate, directed abusive behaviour of a verbal and physical nature towards others. 	

The school will continue to operate a variety of external and intrinsic rewards, like Dojo and star award winners.

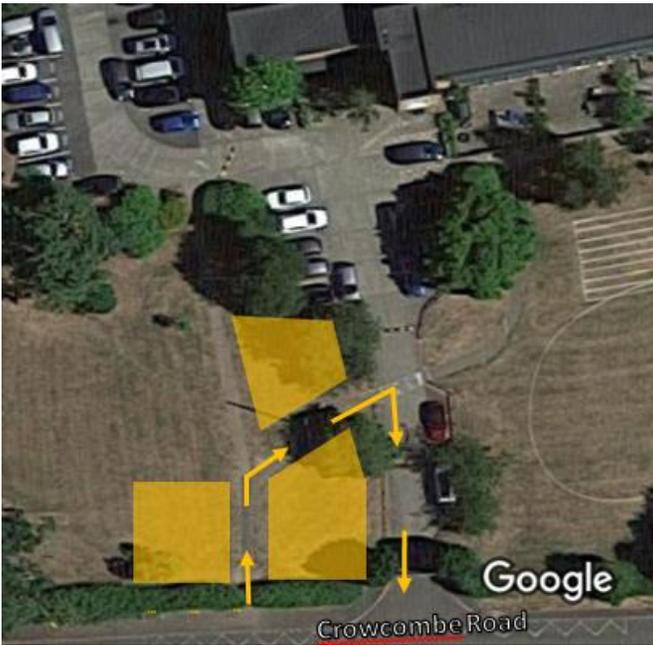
We do not anticipate that there will be any issues of such challenging nature, but we feel as a staff we need to prepare for such eventualities. The behaviour of children has been exemplary during the current arrangements, and we have had no issues. With the extended Bubble class structures and minimised and supervised movements around school, we expect this to be the case in future.



Appendix 3

Maps of the school site, for dropping off and collecting

FRONT map of the school



EYFS and Y1/2/3 Parents will be asked to follow social distancing measures by keeping a 2 metre gap between families at all times.

There will be markings on the ground to facilitate this. They will enter via the pedestrian gate on Crowcombe Road and follow the path to exit back onto Crowcombe Road, via the vehicle gateway.

Teachers will be in designated areas to receive children to ensure that the class 'bubble' will be maintained.

REAR map of the school

Y4/5/6 Parents will be asked to follow social distancing measures by keeping a 2 metre gap between families at all times.

There will be markings on the ground to facilitate this. Children can be brought to the gate at the end of the footpath on Rydon Lane. Parents will not be permitted to enter the site from this gate.



Children will be asked to wait on the playground, still maintaining 2 metres between each other, before a member of staff brings them into the school building. Once children have come through the gate, parents can leave via Rydon Lane or turn towards the Taunton Green Park car park, near the tennis courts.

