

## Dane Bank Primary School

Thornley Lane South, Reddish,

Stockport, SK5 6QG

Telephone: 0161 336 5896

Email: [admin@danebank.tameside.sch.uk](mailto:admin@danebank.tameside.sch.uk)

Web: <http://www.danebank.tameside.sch.uk/>



Headteacher: Mrs Alicia Todhunter

Wednesday 27<sup>th</sup> May 2020

Dear Parent/Carer(s),

We hope that you are all staying safe during these difficult times and that you are all as healthy and happy as possible. As you are aware, school has been open for the children of key workers since the start of the pandemic. Over the last couple of weeks, we have been planning for a wider reopening of school in some capacity. During the current circumstances, the school day will be very different for the children that return and in order to comply with latest Government guidance, the number of pupils we can accommodate has been reduced significantly.

We are doing our utmost to ensure school is as safe as it possibly can be for children and staff. This has been an incredibly challenging time for the whole school community and there have been a number of difficult decisions to make. Working in consultation with the Board of Directors of the trust, we have had to make decisions that may not accommodate everybody. We would like nothing more than to have all our children return to school but this is simply not possible under the new directive of the Government. We completely understand that not everybody will agree with the decisions we have made, and you may hear of other schools doing things differently, however, we have consulted with numerous schools across the North West before making our decisions and considered every possible option. We believe the plan we have in place is the best one for our school and our community.

When planning for our reopening, our risk assessments have been carried out with the following in mind:

- Providing the safest possible environment for the children, staff and wider community.
- Implementing Government guidance.
- That a gradual and phased return to school is vital to ensure maximum safety.
- A commitment to the on-going support and learning for all our children.

### Monday 1<sup>st</sup> June 2020

Key worker children should attend school as normal. However, school will remain closed on this day for all other children so we can carry out a briefing with staff to ensure they are fully prepared for the reopening.

### Key Worker and Vulnerable Children

From Monday 1<sup>st</sup> June, school will be open from 8.40am to 2.50pm for this group of children. This change is to minimise the number of people on the school site and attempt to maintain social distancing. Please note that children can only be dropped off and collected at these times. **The school day will be very different for these children from Monday 1<sup>st</sup> June, due to other children returning to school.** The children will be split between 'bubble' groups dependent on numbers and will be moving in to Key Stage Two classrooms. Children in these 'bubble' groups will be required to attend every day. Please note, Year 1 key worker children will join the other Year 1 groups in class from Tuesday 2<sup>nd</sup> June but they may attend on the 1<sup>st</sup>. Please see the tables at the bottom of this letter for further information. Should the demand for places increase, we may have to ask you to provide a letter from your employer confirming your key worker status and working pattern.

### Year 1

From Tuesday 2<sup>nd</sup> June, school will be open for the Year 1 children that have requested a place via our online survey. A separate letter regarding the structure of the school day has been sent to you (Monday 26<sup>th</sup> May). There is a copy of this letter on the school website should you need it. This letter included information regarding staggered start and finish times. These is to ensure we are minimising the number of people on the school site at one time. Please note that if you are late to collect your child, this could result in you having to wait longer.



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### Nursery

A decision has been made to remain closed for Nursery children. Following our risk-assessment, we feel we are unable to maintain safe working practices and social distancing measures for these children at this time.

### Reception

As it stands, our intention is that our Reception children will be the next to join us back at school. This will be no earlier than Monday 15<sup>th</sup> June and we will contact parents nearer the time to confirm this and provide further information. Following this information, there will be a parent survey asking you to indicate whether you wish to take up a place. The reason we are waiting to bring Reception children back in is to give us time to ensure our systems work effectively, review our risk-assessment and to prepare the Early Years unit. We appreciate it is important to reduce contact between children and staff as much as possible and have put necessary measures in place. However, we understand that this is more difficult with our younger children and we cannot guarantee stringent social distancing, i.e. – children kept 2 metres apart at all times.

### Year 6

The Government guidance stated that Year 6 should be the last year group to return to school if there is the capacity to do so. This will be dependent upon having sufficient staffing and available space to bring these children back safely. We will contact Year 6 parents by Friday 26<sup>th</sup> June to let you know if we are able to accommodate these pupils.

### Other year groups

The Government have suggested that all year groups may return before the summer but this will need to be kept under review and will depend upon a number of considerations. If children have siblings that are in school (Year 1, Reception, Year 6), this does not mean that they will also be able to attend.

### Uniform

Children should wear uniform to school (including key worker children). This is to give the children the greatest sense of normality as they return in these unusual times. If it is not possible for children to wear uniform, they should wear appropriate clothing for school. Ideally, children need to wear as few layers as possible and all clothes should be washed as soon as they arrive home from school. Children will not need to bring a PE kit to school – they will not get changed for PE lessons so should wear suitable footwear for outdoor activities.

### Setting work for children who are not in school

Teachers will continue to provide the Home Learning Projects via the school website. There will also be some additional Maths and English work available on the website each week. If you require additional exercise books for the children to work in, please contact the school office or Mrs Lennon [joanne.lennon@danebank.tameside.sch.uk](mailto:joanne.lennon@danebank.tameside.sch.uk) and collection can be arranged.

### School Meals

Children will eat their lunch in the classroom in their 'bubble'. For those children who take up their offer of a Free School Meal, they will be provided with a packed lunch/grab bag. We ask that all other children bring a packed lunch or buy a packed lunch/grab bag from the school kitchen.

If your child is not in school but eligible for a Free School Meal, please contact school if you require a lunch to be provided.

### School Office

Staff will not be able to speak to parents before and after school – please contact the school office via telephone should you need anything. Under no circumstances can parents or carers enter the school building unless they have a pre-arranged appointment.



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### School Attendance and Punctuality

A number of parents have enquired about attendance monitoring and whether they could be fined if their child doesn't return to school. Current guidance indicates that there will be no penalties for non-attendance. However, if your child does return to school, you must contact the school office should they be unwell and not able to attend as normal. We must ask you to ensure that your child arrives to school at their designated time. We appreciate that unforeseen circumstances can arise and there may be a rare occasion where your child arrives late to school. Should this happen, please contact the school office by telephone so that alternative arrangements can be made.

Please be aware, that guidance for schools is changing regularly and that the situation may change at short notice. Should the rate change and the Government and Local Authority decide that it is no longer safe enough to admit additional pupils in school, then we will follow that advice. It is important that out of school, you maintain social distancing rules to make sure we minimise the virus being spread. We understand that there are increased levels of anxiety at this time and are working hard to support families with this. We hope that the information within this letter comes some way to alleviating your concerns.

We will endeavour to keep you informed at all times and ask you to contact the school office if you have any questions or concerns about the current proposed arrangements. Similarly, if you require any support or are experiencing hardship, we are always here and will do our best to help as much as we can.

We would like to thank you for your continued support of our staff at this time and the many kind words and gestures we have received – they have all been appreciated. Staff have worked tirelessly to not only provide care for our key worker/vulnerable children, but also to support the continued education of your children at home. We look forward to seeing you all again soon.

Stay safe and look after yourselves.

Mrs Todhunter  
Headteacher



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### Start and end of day

Process	Reason for doing this
You will need to use the main playground gate to enter the playground and the appropriate door as follows: <ul style="list-style-type: none"> <li>- Y1 children: door near the Y1/2 classrooms.</li> <li>- Key worker children: door near the Y3/4 classrooms.</li> <li>- Reception children: normal door to Early Years unit.</li> </ul>	In order to attempt to maintain social distancing.
1 adult only should drop off/collect your child.	In order to attempt to maintain social distancing.
Parent to wait with child in designated zone before school – these will be clearly marked.	In order to attempt to maintain social distancing.
Children will be met from their zone by their key member of staff.	In order to attempt to maintain social distancing.
Each 'bubble' group will have a staggered start and finish time. It is vital that children arrive and are collected at the set times.	In order to attempt to maintain social distancing.
When collecting children, parent must wait in the designated zone.	In order to attempt to maintain social distancing.
Staff will not be able to speak to parents before and after school – please contact the school office via telephone should you need anything.	To safeguard the staff and children and in order to attempt to maintain social distancing..
Under no circumstances can parents or carers enter the school building unless they have a pre-arranged appointment.	To safeguard the staff and in order to attempt to maintain social distancing.

### Staffing and grouping children into 'bubbles'

Process	Reason for doing this
Each child has been put placed into a 'bubble' group with a maximum of 12 children in each.	In order to attempt to maintain social distancing. Government guidance states that groups should be a maximum of 15. Due to the size of our classrooms, we feel 12 is appropriate.
Each bubble will have the same staff members as far as possible.	The Government guidance states that the same adults should work with a group as much as possible. Should staff availability change, this may need to be reviewed.
Each group will stay the same and use the same toilets wherever possible.	To minimise the risk of cross-contamination.
Each 'bubble' will remain in their group all day – for lessons, break times and at lunchtime.	In order to attempt to maintain social distancing. To minimise the risk of cross-contamination.
Children will eat lunch in their 'bubble' group, in the classroom (or outside, weather permitting). For those children who take up their offer of a Free School Meal, they will be provided with a packed lunch, we ask that all other children bring a packed lunch.	To minimise the risk of cross-contamination.
Children should not bring any bags, pencil cases or PE kit to school.	To minimise the risk of cross-contamination.



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### Personal hygiene/reduction of cross-contamination

Process	Reason for doing this
Children should come to school in school uniform (as far as is possible) with sports shoes/ trainers.	To minimise the risk of cross-contamination
As soon as they enter school, staff and children will wash and sanitise their hands.	To minimise the risk of cross-contamination
Staff and children will wash and sanitise their hands regularly.	To minimise the risk of cross-contamination
Each child will be provided with personal stationary (as needed) which will be cleaned regularly.	To minimise the risk of cross-contamination
Shared resources, such as scissors or tablet devices will be used in 'bubbles' – should they need to be shared, they will be cleaned after every use.	To minimise the risk of cross-contamination
Specific sets of toilets and sinks will be allocated to each group.	To minimise the risk of cross-contamination
Any child who displays the symptoms of COVID-19 will be taken to a separate room and cared for until they can be collected. Children must be collected immediately.	To minimise the risk of cross-contamination Following Government guidance to minimise the risk of spreading the virus.
Any child or staff member who display symptoms should access tests immediately and not return to school until a negative result is received. School should be kept informed throughout this process.	To minimise the risk of cross-contamination Following Government guidance to minimise the risk of spreading the virus.
Should an adult or child (or a member of their household) test positive for COVID-19, all adults and children in their 'bubble' will go in to isolation.	To minimise the risk of cross-contamination Following Government guidance to minimise the risk of spreading the virus.
All cleaning staff will wear masks and aprons and gloves. All rubbish will be double bagged and all bins will have lids.	Following Government guidance regarding cleaning a school setting during the pandemic.
All surfaces, equipment and door handles will be cleaning regularly throughout the day.	Following Government guidance regarding cleaning a school setting during the pandemic.
A thorough clean will be carried out every evening.	Following Government guidance regarding cleaning a school setting during the pandemic.

