

If we believe it, we can achieve it.

LAYCOCK PRIMARY SCHOOL

Laycock Street
London
N1 1SW

Tel: 020 7226 2927

email: office@laycock.islington.sch.uk

website: <http://laycock.islington.sch.uk>

Head teacher: Suzanne Bate

Deputy Head: Amy Lazarczyk

Deputy Head: Susan Brownson

Resource for Deaf Children: 020 7359 8005

Coronavirus (COVID-19): School reopening arrangements letter to parents

Dear Parents and Carers of Year Reception, Year 1 and Year 6,

I would like to begin by offering a huge 'thank you' for supporting the school over recent weeks and for supporting your child with their home learning.

As you will be aware, the government has asked schools to plan for reopening from 1st June 2020 for: Nursery, Reception, Year 1 and Year 6. Schools will also continue to operate a childcare facility for: Children of critical workers, Vulnerable pupils: those with a EHCP, with a Social Worker, or those with vulnerability to whom the school have decided to offer a childcare place.

At Laycock, we have taken the advice and guidance from the Government and our Local Authority and made the decision, subject to the government confirming that it is safe to do so, to reopen from Wednesdays 3rd June for certain year groups (please see more detail overleaf). We are very much looking forward to seeing many of our children once again, but I would like to reassure you that the safety of our school community is our priority.

I am therefore writing to share with you the arrangements we have implemented to ensure the safety of all staff, pupils and parents. These arrangements have been put into place following a full risk assessment process and are in line with guidance from the Department for Education and our Local Authority. We will continue to review the arrangements we have implemented and update you with any changes as and when we make them.

We recognise that some of you may have some concerns about your child returning to school and that for some children another change will be unsettling for them. We also understand that the past weeks will have been challenging for many families. If you would like to talk to us about your child and any concerns you have about their return to school, please – in the first instance – contact the school office and a member of staff will phone you back.

If your child has an EHC plan please contact the school Sue Brownson or Amzee Perera, who will support you and your child with their return to school.

In this letter I set out our plans for pupils' return to school, and details of the changes we are making to the way the school will work to help keep children, staff and you safe. I am very conscious that this email contains a lot of information- please go to <https://youtu.be/vK1gXven100> for a video version of the letter, including subtitles.

Our plans for a phased re-opening have been fully endorsed by the Governing body.

Yours sincerely,

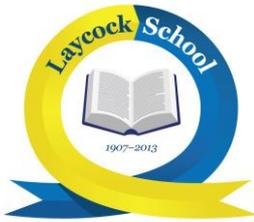
Amy Lazarczyk
Acting Head Teacher

Stephen Deutz
Chair of Governors



2013 WINNERS





If we believe it, we can achieve it.

LAYCOCK PRIMARY SCHOOL

Laycock Street
London
N1 1SW

Tel: 020 7226 2927

email: office@laycock.islington.sch.uk

website: <http://laycock.islington.sch.uk>

Head teacher: Suzanne Bate

Deputy Head: Amy Lazarczyk

Deputy Head: Susan Brownson

Resource for Deaf Children: 020 7359 8005

Staggered Start: opening dates for different year groups

In order to ensure arrangements are as safe and secure as possible we will be operating a staggered start for different year groups. As with all other arrangements we will keep this under constant review and we will not open the school to any year group unless we are satisfied that it is safe to do so.

Our school is closed from Monday 25th May – Tuesday 2nd June due to half term and training days, together with a deep clean.

The beginning and end of the school day are the busiest times for children and adults congregating together in one place and maintaining safe distances within normal arrangements can be a challenge. We have implemented the following measures for dropping off and picking up your child when pupils return to school. We would ask you to socially distance on the pavement outside of school and follow the guidance from the marshals so we can admit parents in a safe manner. We ask that you enter and leave the school ground as quickly as possible. Our main office will only be accessible via telephone or email.

Year 6:

Start- Wednesday June 3rd

Year 1:

Start- Wednesday June 3rd

Year Reception:

Start- Monday June 8th

| Drop off | Pick up | Year group | Drop off/ pick up point | Marshal to look out for |
|-----------|-----------|----------------------------|-------------------------|-------------------------|
| 9.00-9.30 | 3.00-3.30 | Any school transport buses | Main office | Sue Brownson |
| 9.00 | 3.30 | Year 6 | Playground | Amy Lazarczyk |
| 9.15 | 3.15 | Year 1 | Playground | Amy Lazarczyk |
| 9.30 | 3.00 | Reception | Playground | Amy Lazarczyk |

For this to work safely, we ask that all families are on time both in the morning and the afternoon.

All children, whatever their age, must be dropped off and picked up by ONE adult. We will ask you for two contact numbers as you drop your child off in the morning on the first day as it is essential we are able to contact you at any time. You will NOT be able to drive and drop off your child- please come on foot only.

If, for any reason, staff numbers fall we would have to close the bubble or possibly school. We would aim to give you notice the day before there may be circumstances in which we are unable to do so. We will continue to use our text service as normal and failing that speak to you in person as you drop your child off in the morning- this is why it is so important we have up to date contact information and that an adult brings the child to school on time.

Keeping your child at home

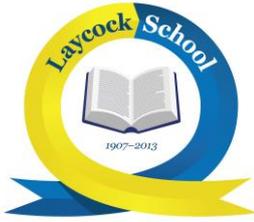
We would like to encourage children's attendance at school, however, it is not compulsory. We will be taking registers in school and continue to set and check work for those who are choosing to continue learning remotely at home. We will continue to use Class Dojo and print and deliver packs to families who require them.

In line with the current NHS and government advice, you should keep your child at home if they develop coronavirus symptoms for a period of seven days. Symptoms include a high temperature or a new, continuous cough. Where symptoms continue after seven days, or begin to worsen, you should call 111. If someone in your child's household has symptoms, your child must self-



2013 WINNERS





If we believe it, we can achieve it.

LAYCOCK PRIMARY SCHOOL

Laycock Street
London
N1 1SW

Tel: 020 7226 2927

email: office@laycock.islington.sch.uk

website: <http://laycock.islington.sch.uk>

Head teacher: Suzanne Bate

Deputy Head: Amy Lazarczyk

Deputy Head: Susan Brownson

Resource for Deaf Children: 020 7359 8005

isolate for 14 days from the day the other person's symptoms started. This is because it can take 14 days for symptoms to appear. More information regarding symptoms and actions can be found on the NHS website

(<https://www.nhs.uk/conditions/coronavirus-covid-19/>).

If your child is in school and is sent home with symptoms of C-19, you MUST organise a test for your child. Once you have the results, it is vital that you inform the school straight away. This will impact and effect the safety the bubble class your child is in. If the test is returned positive, we will close the bubble for all adults and children for 7 days. We will give you support with this process if needed.

Class arrangements

The children have been split into small groups which we are calling 'bubbles' with a maximum of 12 children. The children will have a designated adult teaching them Monday- Friday in a specific class appropriately and individually resourced for the age group. The children will remain in these bubbles at all time, including PE, break and lunch times. This is to limit the number of adults and children with whom each child is in contact.

Arrangements for break times and lunchtimes

We recognise the importance for all pupils to have a break from learning and to enjoy time outside during the school day. Reconnecting with friends will be an important aspect of pupils settling back into school life, but we have made some adjustments to break and lunch times.

When the children are outside, they will be kept with the same group of children (their class bubble) in a zoned and supervised area and encouraged to play and have fun! We have a rigorous risk assessment and procedure for cleaning any outdoor equipment.

We will be supplying packed lunches. We would prefer for children to access the school packed lunch, but if for dietary reasons you wish to send one in the lunchbox will need to be cleaned by school staff before use prior to consumption. Reception children will eat in their classroom and Year 1&6 children at different times in zoned areas within the dinner hall. We have a rigorous risk assessment and procedure for cleaning any indoor equipment.

If you chose not to come in to school and are in receipt of E-vouchers for free school meals, this will continue. However, if your child is in school this will stop. Any concerns, please contact Jackie on j.reed@laycock.islington.sch.uk

We ask that children bring in a labelled water bottle and sun cap (and leave these in school) BUT NOTHING ELSE. This includes no bags, toys, books, footballs. Recommendations are that children should wear fresh clothes every day and therefore, we have decided that children should not wear school uniform.

The school day

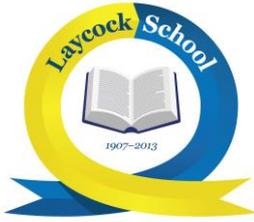
To minimise the number of pupils and staff assembling for periods of time, we have made the following changes to the day:

- Education will continue in class bubbles
- The PE coaches will carry on running activities every afternoon
- Assemblies will be delivered virtually and accessed within the classroom bubble
- There will be a one way system around the school
- All resources will be supplied for individual children
- Children will be encouraged and taught how to maintain their area and keep it clean
- There will be no trips or visitors to school
- We have created space for isolations incase any persons show symptoms of C-19
- School staff will use appropriate PPE equipment and trained in strategies for safe social distancing while teaching



2013 WINNERS





If we believe it, we can achieve it.

LAYCOCK PRIMARY SCHOOL

Laycock Street
London
N1 1SW

Tel: 020 7226 2927

email: office@laycock.islington.sch.uk

website: <http://laycock.islington.sch.uk>

Head teacher: Suzanne Bate

Deputy Head: Amy Lazarczyk

Deputy Head: Susan Brownson

Resource for Deaf Children: 020 7359 8005

Additional information

Maintaining a safe school environment

I would like to take this opportunity to remind you of the preventative measures the school has put in place in order to minimise the spread of infection.

As per the advice from the government, the following actions for infection control remain in place:

- A deep clean and school closure for 7 days ahead of our phased re-opening;
- Displaying coronavirus infection control measures information posters around the school;
- Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances: before leaving home, on arrival at school, after using the toilet, after breaks and sporting activities, before food preparation, before eating any food, including snacks, before leaving school, at regular intervals throughout the day;
- Installing hand sanitiser dispensers throughout the school, including in our main entrance and canteen areas;
- Ensuring pupils and staff understand and are educated in new hygiene control i.e. you must cover their cough or sneeze with a tissue, then throw the tissue away (we have designed PSHE, Science and Maths lessons to teach social distancing and good hygiene);
- Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual;
- Calling NHS 111 if someone becomes unwell, isolating any unwell people in a separate room, and providing a separate bathroom, where possible (our first aid room will be used as an isolation area);
- Telling staff to stay at home for seven days if they develop symptoms of coronavirus;
- Providing staff training on PPE, rubbish disposal, mental health and well-being;
- Designing a new behaviour and social distancing policy;

We recognise that young children may not always be able to maintain social distancing. We would also anticipate that some children may be anxious or upset and we would not want to be in a position to not comfort them. For these younger groups, we are completing specific hygiene, classroom set up and smaller classroom number risk assessments.

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection.

Support for pupils and families

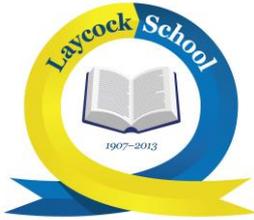
We do not underestimate how difficult the recent weeks have been for us all and we all will have been touched in some way by the coronavirus pandemic. We recognise the need to focus on pupils' emotional wellbeing as well as their return to learning. The following support is in place for pupils once they return to school:

- Our curriculum will reflect the current situation. We are aware children may be anxious returning to school or have had a bereavement in their family and plan to provide PSHE lessons to allay some of their concerns and worries;
- Our school counsellor, Brian, will be on site for two days a week;
- Please let us know if there are any issues specific to your families;
- We aim to keep in touch with our Laycock Smiler, video messages and Class Dojo



2013 WINNERS





If we believe it, we can achieve it.

LAYCOCK PRIMARY SCHOOL

Laycock Street
London
N1 1SW

Tel: 020 7226 2927

email: office@laycock.islington.sch.uk

website: <http://laycock.islington.sch.uk>

Head teacher: Suzanne Bate

Deputy Head: Amy Lazarczyk

Deputy Head: Susan Brownson

Resource for Deaf Children: 020 7359 8005

Parents may wish to seek support for themselves from the following support agencies:

Samaritans – call free 24 hours a day on 116 123

National Domestic Abuse Helpline – call for free and confidential advice, 24 hours a day on 0808 2000 247

Shelter provide free confidential information, support and legal advice on all housing and homelessness issues if you call 0330 0536 083 (please note, this is not a free phone number and your call will be charged). A free webchat is available at

https://england.shelter.org.uk/get_help/webchat



2013 WINNERS

