

# Keep on Keeping Everyone Safe, Healthy and Happy at Hope.

## INFORMATION FOR PARENTS / CARERS

*Returning to school or college is vital for children and young people's education and for their wellbeing. Time out of an education setting is detrimental to cognitive and academic development, particularly for disadvantaged children and young people. This impact can affect both current levels of learning and children and young people's future ability to learn, and therefore we need to ensure all pupils/students can return to their setting sooner rather than later.*

*The risk to children and young people themselves of becoming severely ill from coronavirus (COVID-19) is very low and there are negative health impacts of being out of school or college. We know that education settings are a vital point of contact for public health and safeguarding services that are critical to the wellbeing of children, young people and families.*

*In relation to working in education settings, whilst it is not possible to ensure a totally risk-free environment, the Office of National Statistics analysis on coronavirus (COVID-19) related deaths linked to occupations suggests that staff in educational settings tend not to be at any greater risk from the disease than many other occupations. There is no evidence that children transmit the disease any more than adults.*

*Given the improved position, the balance of risk is now overwhelmingly in favour of children and young people returning to school or college. For the vast majority of children and young people, the benefits of being back in an education setting far outweigh the very low risk from coronavirus (COVID-19), and this guidance explains the steps settings need to take to reduce that risks still further. As a result, we can plan for all children and young people to return and start to reverse the enormous costs of missed education. This will be an important move back towards normal life for many children, young people and families.*

We are so looking forward to welcoming everyone back in September, it will be lovely to see those of you who have been at home for many months now.

Although you've all been in contact with class and sent many photographs and examples of work you have been doing nothing beats seeing you all.

Up until today we are still receiving updated guidance and information from government and health and we continue to work with local authority advisors on a daily basis to ensure the safest practices and procedures for everyone are implemented and adhered to. Please be aware that some of the guidelines we are implementing could be subject to change if guidelines change yet again. Some changes may only be relevant for specific pupils and if this is the case we will contact families on an individual basis.

We all also realise that a lot of families will be very apprehensive about their children returning and I just wanted to let you all know that whilst we at Hope cannot completely eliminate coronavirus (COVID-19) on our own we continue to implement all necessary practice, strategies and procedures to minimise any risks throughout school, college and post 19 provision.

Some pupils may feel anxious and we hope that with both our and your families support we can alleviate any concerns they may have and work together on a positive, confident and happy return for all.

In preparation to the start of a new year class staff will have been introducing themselves to families and communicating with you all building up relationships for a happy productive year ahead.

As you will all realise over the past few months and again more recently there is constant changing advice, guidelines and opinions that we all read and hear which continue to sometimes seem very confusing and conflicting. The practices and procedures we have implemented have been inline with all government, local authority, health and safety and public health guidelines and these have worked very well over the past few months in continuing to create a safe, secure and happy environment for all the pupils who have been accessing provision and building on this good practice and procedures we hope to continue this as everyone returns on 2nd September.

The first important question we ask of you and the staff is:

- If anyone ( yourself, staff and/or family members) are displaying or feels they may have any symptoms relating to corona virus then please take all necessary actions and inform Sue for her information please. Similarly if your son/daughter is displaying any related symptoms please do not send them into school/college until they have been checked.

- If a child in school etc is displaying symptoms we will again follow precise guidelines ensuring and abiding by Confidentiality Policy guidelines as the appropriate actions can then be followed

It is also important to remember that whilst we all appreciate the difficulties for pupils in maintaining distances we will all continue to try to minimise contacts across all areas of school and continue adhere to guidelines by;

### Staffing.

As you are all aware we here at Hope are blessed with a positive team of dedicated, caring, well trained staff whose main priority is always for the utmost care and safety of all the pupils here at Hope and throughout this whole process this has never altered so rest assured this will continue as always.

- All staff, (essential visitors) etc entering the premises now use an updated signing in/out system which also asks whether they are free of any COVID-19 symptoms. There is then a sanitizing gel to use before entry to the school/college
- However, staff are aware if they are displaying any symptoms they should seek advice immediately and follow necessary procedures ( not all illnesses will necessarily COVID-19 related) as Hope Provision Policy documentation states.
- All staff sanitise their hands on entry and regularly throughout the day at school
- Whilst staff will adhere to latest social distancing rules in and across school this will not deter in their usual care and support for all your children.
- Staff have access to all relevant PPE equipment

### Transport.

We now have designated Pick up/Drop off points for all transport which are primarily the following:

- Early Years- Early Years Department
- Primary – Primary Dining Hall
- Senior - Main School Entrance ( through hall door)
- PMLD - Main School Entrance ( through main door)
- College - College
- The Grange – The Grange

- One member of staff will be designated to escort pupils into the premises from each of the above Pickup/Drop off points where they will then be escorted to their own class by a member of their own class staff
- Although I feel extremely uncomfortable having to ask parents not to enter the school/college premises unless absolutely imperative I do this in respect of supporting all pupils and staff health and safety requirements. When we are advised that it is safe to do so once again we will of course inform you immediately. Parents who transport their own children to and from school will therefore be asked to wait at the relevant pick up / drop off points above and a designated member of staff will escort their child onto the school/college premises.

### Around the Building.

- Movement across the buildings is minimised to specified areas and pupil's will be supported at all times. If and when any transfers occur ( toilet breaks / access for P.E. / Sensory rooms / I.T areas etc) / outside play
- Accessing areas across school is minimised and always supervised to avoid unnecessary contact across departments. If passing on the corridor staff/pupil will be supervised and social distancing regulations will be adhered to.
- If classes use a specialised area then it is their responsibility to wipe down all touch surface / handles / specific equipment etc.
- Early Years-Stay within Early Years Department
- Primary – Stay within Primary Corridor vicinity (access to specialised areas will be supervised and social distancing will be adhered)
- Senior – Stay within Senior Corridor vicinity (access to specialised areas will be supervised and social distancing will be adhered)
- PMLD – Stay within PMLD bases vicinity (access to specialised areas will be supervised and social distancing will be adhered)
- College – Remain in College department vicinity (access to specialised areas will be supervised and social distancing will be adhered)
- The Grange – Remain in The Grange

### In Class.

- Although, in some cases uniform was a little more relaxed for some pupils during lockdown from September in respect to 'getting back to normal' all pupils will return to wearing their usual school uniform
- Classes will remain in their own base and if they need to transfer to another area they will be supported by a member of staff from their class.

- All classes will keep their bases 'topped up' with all necessary PPE equipment which they will check each day
- Equipment, tables, chairs and touch surfaces will be cleaned frequently and meticulously throughout the day.
- Class will draw up a new 'Code of Conduct' which is usually done at the beginning of a new school year anyway but it will emphasise any 'extra' specific new guidelines we need to implement.
- We also realise that some pupil's may need additional nurture and emotional support back into school and college and we will work with these children and families on an individual basis. (Please let us know if you have any concerns at any time)

### Playtimes and Lunchtime

Play times and lunchtimes are staggered. Lunches are will be eaten in class or class based areas and not altogether in the designated dining areas.

No non-essential visits ( Shops etc) for the time being

Unfortunately, we will not be holding assemblies as this is classed as a large gathering until we are advised that we can

We will also not be accessing any off site provision until it is safe to do so.

### Health and Safety.

Additional Health and Safety Procedures include:

- Regular hand sanitizing throughout the day i.e. toileting / changing room / before and after eating before/after using areas such as Busy Bodies/Hall/IT Suite etc using appropriate detergents
- Chairs / tables and surfaces are wiped down throughout the day at the end of each day with appropriate detergents etc
- Frequent cleaning of all touch surfaces on a regular basis within class and on exiting resourced areas – specialist areas busybodies / IT / Hall etc will need to be timetabled

- Class staff ensure any toys / everyday equipment is cleaned at the end of each day
- If appropriate a window will be open for ventilation
- Phones / door handles / wiped throughout the day
- We have enhanced cleaning arrangements in place by our cleaning staff team chairs morning and afternoon
- Hope has now installed a Tersano water system which is a safe, effective cleaner and sanitiser in one system
- Fogging done daily on a rota basis throughout school
- Holiday periods are used as always to complete a full deep clean across the provision.
- All outdoor equipment is regularly cleaned
- The school/college/provision is equipped with appropriate PPE equipment

## Prevention of COVID-19.

*Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend your setting*

*Ensuring that pupils, students, staff and other adults do not come into the setting if they have [coronavirus \(COVID-19\) symptoms](#), or have tested positive in the last 7 days, and ensuring anyone developing those symptoms during the day is sent home, are essential actions to reduce the risk in settings and further drive down transmission of coronavirus (COVID-19). All settings must follow this process and ensure all staff are aware of it.*

*If anyone in the setting becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home. They must be advised to follow '[Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they must self-isolate for at least 7 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.*

*Gov.Uk July 2020*

As always we are here to support you and your families and please do not hesitate to contact me at anytime if you have any worries or concerns on [s.lucas@hope.wigan.sch.uk](mailto:s.lucas@hope.wigan.sch.uk) or 01942 824150

Take care, keep safe and well and look forward to seeing you all as soon as possible

Sue.

21<sup>st</sup> August 2020