

North Yorkshire County Council

**Cowling Community Primary School**

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2/09/20

Dear Parents and Carers,

We are all looking forward to welcoming the children back to school next Tuesday very much indeed. I hope you and your family have been keeping well over the Summer and it will be wonderful to see you all again. We are of course also looking forward to meeting our new Reception pupils who are taking their first steps into school life. I am confident all the children will love being back with their friends and that our whole staff team will strive to make the learning as much fun as possible.

We are aiming to deliver the full curriculum from the start of term and ensure all our children receive the support and encouragement they need to close any gaps in learning. This academic year staff have been working hard on developing a new curriculum structure which provides greater clarity on the exact knowledge we wish our children to acquire across all subjects and provides measures to improve pupils' long term memory enabling children to retain more of what they have learned. Teachers will be assessing the children, as is always the case after the Summer break, to identify gaps in learning and will adapt their teaching as required. We await further news on the Government's Catch-up funding which will help support children who need it the most.

The Government has announced the return of all statutory assessments for academic year 2020-21. These are:  
Early Years Foundation Stage Profile (Reception children)  
Year 1 Phonics Check  
Year 2 SATS (Reading, writing and maths)  
Year 4 multiplication test up to 12X12  
Year 6 SATS

I would like to reassure all our families that school has taken all possible steps to make the return to school as safe as possible. Back in March the Government felt it was necessary to close all schools to control virus transmission. Now ministers says the prevalence of the virus has decreased, measures are in place for enhanced cleaning, social distancing is observed and we have all learned to adjust to the new normal we find ourselves in.

I have read the Government guidance on re-opening schools which was updated last week and the staff team have organised their classrooms to support social distancing where possible, for example by ensuring children sit side by side where possible rather than facing one another. There will be enhanced cleaning in school and children will be taught to observe good respiratory hygiene and to regularly wash their hands thoroughly. We ask families to stress the importance of handwashing to their children. If your child is unwell please do not send them into school. We have a quarantine room where full PPE is available.



While we are still a small school, in September we will have continued to grow with 142 pupils on roll. For this year we thought we would like to name our classrooms after local hills/mountains - maybe we will all get the chance to walk them during the academic year! Your child's teacher for 20-21 was named at the top of their summary school report.

Pendle Class	Mrs Antal YR/Y1
Sharp Haw Class	Mrs Amos and Mrs Symonds Y1/Y2
Penyghent Class	Mrs Nelson and Mrs Conlon Y3/Y4
Ingleborough Class	Mrs Dawson Y4/Y5
Whernside Class	Mrs Pease Y6

### **Arrival and departure arrangements for families**

The guidance asks schools to minimise contact and asks parents to observe social distancing when dropping off and collecting their children. Please take note of the route we would like your child to take into school and where we would like families to wait if possible. Where you have children in different classes then I ask families to choose the arrival/departure time which suits them the best. The aim is to try to take steps to limit gathering at the school gates but we appreciate this is not easy on our site!

We are asking families to observe the following arrival and departure times **wherever possible** (changes to access into school are marked in bold) :

YR/Y1 Pendle Class 9am: arrive through the small playground as normal. End of School 3.20pm. Please collect from small playground. New Reception pupils please bring your child into the small playground to handover to the teachers. Our Year 1 children I am sure will be very confident leaving their parents and carers at the school gate.

Y1/Y2 Sharp Haw Class 8.50am: Arrive through the **large** playground straight into Class 2. End of school 3.15pm. Parents and carers are asked to socially distance and wait in the large playground near the wall just above the exit door from Class 2.

Y3/Y4 Penyghent Class 8.45am: arrive through the **small** playground straight into Class 3. End of School 3.15 Parents and carers are asked to wait in the top playground area – please stretch out from the main gate to the football pitch.

Y4/Y5 Ingleborough Class 8.55am: Class 4 large playground straight into Class 4. End of school 3.25pm Please collect your child from the large playground. Families are asked to wait at the main gates if possible.

Y6 Whernside Class 9.00am **up the ramp** straight into Class 5. End of School 3.30pm Your child will leave school via the disabled ramp. If you meet your child please observe social distancing and wait for them outside the school gate.

Only one parent/carer is asked to collect their child/children. Parents and carers are not allowed into the school building without an appointment. Please contact us via telephone or email to arrange an appointment. If your child arrives late to school or has a medical appointment, please send them into school via the main school entrance.

### **PE**

Your child's teacher will advise you on the days your child has PE lessons and due to lack of space we ask that you send your child to school already changed into their PE kit. I would suggest they wear tracksuit bottoms to ensure they are warm! Wherever possible PE will take place outdoors.

Unfortunately swimming lessons for Y3 and Y4 will not be able to take place immediately as Pendle swimming pool is not opening for school lessons at present.

PE uniform: white t-shirt, black or navy shorts, black pumps, white/black socks. Outside kit: sweatshirt, tracksuit bottoms and trainers.



## **School Meals and arrangements**

Mrs Ashby and Mrs Palmer will be re-opening the school kitchen which provides delicious school meals. From September the cost of a school meal will be £2.40 for children in Y3, 4, 5 and 6. We try very hard to limit price increases but unfortunately this is due to rising costs which school cannot absorb. We believe children benefit from having a hot meal and from the social experience of eating together. Please support our school kitchen if you can. Children in Years R, 1 and 2 continue to receive free school meals at present.

Pendle and Sharp Haw classes (YR,1 & 2) will eat at opposite ends of the school hall.

Penyghent, Ingleborough and Wherside classes (Y3,4,5 & 6) will eat in their classes.

## **What if? – possible questions and concerns you may have**

### **My child is poorly**

Please do not send your child to school. This is the case for all illnesses with the usual 48 hours from any stomach upset.

### **What if my child has Coronavirus symptoms?**

If your child or anyone in your house develops Coronavirus symptoms: high temperature, new continuous cough, loss of sense of taste or smell then they must get a test. Tests can be booked online through NHS Test and Trace. [Book a test for Coronavirus](#)

### **What if the test for Coronavirus is positive?**

If the test is positive then the child should self-isolate for at least 10 days from the onset of symptoms and return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. The 10 days start from the time the person became ill. If they still have a high temperature they must continue to self-isolate. Other members of the household must also isolate for 14 days.

### **What if the test for Coronavirus is negative?**

If the test is negative and the child feels well and does not have any symptoms similar to Coronavirus, then they can stop isolating. However, the child could still have another virus, eg cold or flu, and should still avoid contact with people until they are better. Other members of the household do not need to isolate.

### **Someone else in my house is poorly**

The person should be tested for Coronavirus if they have symptoms. If positive the household needs to self-isolate for 14 days.

### **My child is anxious about starting/returning to school**

This is completely understandable. Families can be reassured that we are taking all possible steps to reduce the risk and we do care about our children and families very much indeed. We have additional cleaning of surfaces throughout the day, cleaning of toilets at lunchtime, cleaning and quarantining of resources, sanitizer in all classrooms, covered bins in all classrooms, additional handwashing, social distancing, classroom re-organisation. We have thought carefully about the return and will of course adapt should we need to. The Government states the risk to children of becoming severely ill from Covid-19 is very low and believes the balance of risk is now overwhelmingly in favour of children returning to school. For the vast majority of children in the country the benefits of being back in school far outweigh the very low risk to them from Coronavirus. At Cowling we are extremely fortunate to have a dedicated, caring and talented staff team who will do everything they can to reassure your child and ensure they enjoy their time in school. The mental health and well-being of our pupils will be to the forefront of all our teaching. We have excellent pupil-teacher relationships at Cowling and strong pastoral care provided by trained and dedicated teaching assistants. Should your child be anxious or worried rest assured they will be well-supported in school. Following your child's return to school please do let us know if they continue to have any worries or concerns.



### **My child becomes ill at school**

Staff and pupils must be sent home to self-isolate if they develop symptoms in school. We have a quarantine room set up at school and a dedicated toilet area for anyone who may become ill. Full PPE would be worn by staff in these areas and they would be thoroughly cleaned after the child had been collected. Pupils and staff must contact NHS test and trace for a test. If the test result is positive, the individual must stay at home and self-isolate for at least 10 days. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

### **My child attends breakfast club and after school club**

I am expecting both the PALS Breakfast Club and After School Club to be running as normal. To book your place please email [playandlearnscheme@gmail.com](mailto:playandlearnscheme@gmail.com)

### **What if I'm clinically vulnerable or someone at home is vulnerable**

Shielding ended for all adults and children on August 1<sup>st</sup> which means all pupils and staff are able to return. Pupils who had family members who were shielding can also return to school. If rates of Coronavirus rise in the local area then children may be advised to shield for that period and may be unable to attend. If you are concerned families should speak to their GP.

### **What if my child's teacher becomes ill?**

If a member of staff is poorly then they will be sent home. If they have Covid symptoms they will isolate and be tested. If positive they must stay at home for at least 10 days. Their household would also have to isolate for 14 days. Wherever possible your child would be taught by another member of the Cowling team or a supply teacher as now approved by the Government if necessary.

### **What if another child or member of staff, in my child's bubble, tests positive for Coronavirus?**

If a child or adult tests positive for Coronavirus then they should not come to school and their household should isolate for 14 days. School will take swift action and contact the local public health team. Public Health will confirm with the school anyone who has been in close contact with the infected person. Based on the advice from the health protection team anyone who has been in close contact will be sent home and isolate for 14 days.

#### **Close contact means:**

Direct close contact: face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin to skin).

### **What if the area goes into a local lockdown?**

Should children need to be educated at home we would provide home learning and are working with Google Education to plan for this possibility although of course we all very much hope closure of any groups does not occur.

### **What can my child bring to school?**

Your child should bring their coat, a named water bottle, their school bag, named wellies in a plastic bag (all years) and a packed lunch if that is your preference rather than a school dinner each day. They should not bring toys or anything else from home. On the first day back please return any books you may still have at home (decodable texts and/all class library books). Staff will place these in a box and they will be left for 72 hours before being reissued. If you would like to send your child with their own named hand sanitiser or antibacterial hand wipes, then please do so. Please ensure your child has any medication eg inhalers clearly named and handed to their teacher. If your child has a diagnosis of a new medical issue please email [admin@cowling.n-yorks.sch.uk](mailto:admin@cowling.n-yorks.sch.uk)

### **Does my child need to wear uniform?**

Yes children should return to wearing uniform. It is even more vital this academic year that **ALL CLOTHING IS NAMED.** Teachers will let you know which days your child has PE lessons and will ask you to send your child to school in their PE kit. **Please send your child with a pair of named wellies in a plastic bag as this will enable us to access the field space at break time.**



## **Masks**

Currently the Government says there is no requirement for primary aged children to wear masks. If your child wears a mask to walk to and from school it must be removed and placed in a plastic bag before entry to school.

## **Will my child be in a bubble?**

In school, as normal, your child will be taught in their class and this class will operate as a bubble. Maths, Grammar, phonics and French are taught in year groups and so your child will work with their peers who may be in another class for these subjects. This will be a year group bubble. Windows will be kept open, where possible to aid ventilation. There will be no whole school assemblies initially.

The Government does recognise that even with bubbles keeping young children 1 metre apart is not always possible in Primary Schools. In the early years, Reception children will be working in free flow areas of play, playing and interacting together and sharing resources and so social distancing will not be possible but resources will be cleaned regularly. Older children will be encouraged to social distance however it cannot be guaranteed that they will not physically touch each other during the day, especially when children are working side by side, passing each other resources and playing together. This is why in addition to social distancing there will be enhanced cleaning and personal hygiene requirements – handwashing, sanitizer, “catch it, bin it, kill it” approach to sneezing.

## **Will peripatetic music lessons take place?**

We are awaiting updates from music teachers eg Accordion, guitar and piano

## **Are school trips allowed?**

The Government allows schools to run visits outside of school premises given a satisfactory risk assessment. However we will initially not be authorising school visits during the Autumn term as an additional precaution. Schools are not currently allowed to go on residential visits during the Autumn term. We are hopeful this situation will change and the Outward Bound visit in 2021 will go ahead.

## **What are the hand-washing and hygiene arrangements?**

Children and staff will wash their hands for the recommended time before leaving home, on entry into school, and at regular intervals throughout the day (including, but not limited to, eating/drinking, using the toilet, after PE/sports activities). All classrooms have access to hand sanitizer to use alongside handwashing. Children will be supported with this where needed. Handwashing posters are displayed as a visual reminder about effective handwashing. Hand sanitiser will be available in the school entrance for any visitors who must enter school. Disposable tissues are available in each room for both staff and children to use, although if possible, please send your child in with their own packet of tissues. Children and staff must sneeze/cough into tissues (never into hands), adhering to the ‘Catch it, bin it, kill it’ guidance. Additional hygiene lessons will be covered in PSHE. Used tissues will be put in a lidded bin immediately after use. All classrooms have a designated used tissue bin. Children will be reminded not to touch their face (eyes, mouth, nose). Fortunately at Cowling we do have quite a lot of children’s toilets and so bubbles have their own allocated toilets. Staff will ensure toilets do not become over-crowded, by limiting the number of children who can use the toilet facilities at any one time.

In addition to the daily cleaning which takes place on site, there will also be more frequent cleaning and disinfecting throughout the day for high-touch areas, including door handles, light switches, toilet flushes, and taps, as well as chairs and resources. School will remain fully stocked with liquid anti-bacterial soap, sanitising wipes, anti-bacterial spray, paper towels, toilet roll, tissues, and PPE equipment.

## **How are break and lunch times going to run?**

Due to the requirement to limit the numbers of children mixing then the space available has had to be timetabled in the following ways:

Pendle: Class 1 lunch at the top end of the hall from 11.55 – 12.30, play in KS1 playground from 12.30-1pm



Sharp Haw: Class 2 lunch in the bottom end of the hall from 11.55 to 12.30, play in KS2 playground 12.30 -1pm (alternate pitch and playground with C3)

Penyghent: Class 3 12.00-12.30 lunch in the classroom, then play in the KS2 playground from 12.30-1pm (alternate pitch and playground with C2)

Ingleborough: Class 4 12.00- 12.30 play in the KS2 playground (alternate pitch and playground with C5) , lunch in Class 4 12.30-1pm

Whernside: Class 5 12.00-12.30 play in the KS2 playground (alternate pitch and playground with C4), lunch in Class 5 from 12.30 to 1pm

At break time classes have been allocated areas of the playground and different classes will access the playground at different times. **It would be really useful if your child was able to bring a pair of named wellies in a plastic bag** which they can keep at school as this would enable your child to access the field area which would give us much more play space.

### **How can I contact my child's teacher?**

Unfortunately under Government guidelines families are not allowed into school. Please email [admin@cowling.n-yorks.sch.uk](mailto:admin@cowling.n-yorks.sch.uk) with any concerns or ring 01535 632198 to arrange a time to speak to your child's teacher. Parents/carers must not enter the school building (other than by pre-arranged appointment). Any pre-arranged appointments will be carried out remotely (for example, by telephone) where at all possible.

### **Visitors and contractors**

Visitors to the premises will be discouraged and all non-essential visitors will be cancelled or postponed. Contractors are to attend by agreement only after school is satisfied it is necessary for the visit to take place at that time and that all required controls are in place to allow the work to continue safely. Contractors will be asked to provide risk assessments prior to their visit which includes their own controls around infection spread and prevention. Hand sanitiser will be available in the school entrance and must be used before entering school.

### **Useful information:**

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak>

The Department for Education coronavirus helpline: 0800 046 8687 - Available to answer questions about COVID-19 relating to education and children's social care.

I hope you are reassured that we are making every effort to strike the balance between providing the quality service our families expect and making school as Covid-safe as possible for both our children and staff. You may have also found that when you speak to anyone about Coronavirus responses range across the full spectrum, from severely anxious to a total belief that their family cannot possibly contract Coronavirus. I suspect the vast majority of us lay somewhere in the middle of that range.

Whatever our personal thoughts, we have all had to adapt to the "new normal" and we are trying our very best to ensure Cowling School runs as safely and effectively as possible for our families. If you are less worried about the possibility of infection, I would ask you to remember **we have both medically vulnerable children and adults within our school community and as a school family we wish to do everything we can to protect one another and keep each other well.** Please observe the measures we have put in place. As soon as the Government agrees it is safe to do so then we will of course be able to remove enhanced safety measures and we all hope this is sooner rather than later.

I am very much looking forward to having our classrooms once again full of our children and amazing teaching team. A school is not the building, it is the people within it and I have missed everyone and every aspect of "normal school life" very much indeed.



With best wishes,

Susan Marshall

(Headteacher)

