



Lowca Community School

Lowca
Whitehaven
Cumbria
CA28 6QS

Telephone: 01946 372656

10th July 2020

Dear Parents,

I hope you are all safe and well and that the last 3 months have not brought you sadness.

It will be so nice to see all the children in September when we re-open. To keep everyone safe we will be organising the pupils in 4 bubbles.

Bubble 1 Mrs.Ditchfield-reception children in classroom 1

Bubble 2 Mrs.Crawford-yr1 and 2 in classroom 2

Bubble 3 Miss O'Neil- yr3 and 4 in the hall

Bubble 4 Ms.Lawson-yr5 and 6 in classroom 3

These small groups will prevent corona spreading and also give your child excellent adult to child ratios and helps them form friendships practise social skills and grow in emotional independence.

The 20 key precautions explained below, will help to minimise the risk of catching or spreading corona virus within school. The government has published documentation to help schools return in September, [Guidance for full opening: schools](#). The following precautions for Lowca School go above and beyond those guidelines in order to keep pupils and staff as safe as possible.

CORONA PANDEMIC SAFETY

Preventing coming in to contact with covid

1 If your child or staff have symptoms (temperature above 37.8, new cough, changes in taste and smell), inform the head teacher immediately and they must **STAY at home**, order an on-line **test** and engage with **tracers**. Temperatures will be taken on arrival. In the past, mindful not to let your child miss out on education, you may have still sent them in to school with mild cold symptoms or when they aren't feeling 100%, now though we can't take any chances so if they are unwell they must stay at home.

2 Everyone will **Wash hands** for 20 seconds with soap before leaving home, on entry, before snacks, after touching face, before going out to play, after the loo, as soon as come in to class after playtime, just before going home. Children and staff will all have an individual sanitiser bottle but these can't be taken outside (so can always be supervised, in case of ingestion.) Each bubble has own sink and there are additional hand washing sinks outside too.

3 Children will be organised into "**bubbles**" which are small groups that work, eat and play together and don't have contact with a different bubble in order to minimise the chance of coming into contact with an infected person.

4 Each bubble will have an **allocated entrance and exit**. Please escort your child to their door and supervise them until you see them go inside. We want to avoid children being tempted to play unsupervised before school begins, so please watch until they are actually inside. Their teacher will be waiting to greet them in class.

Reception enter up the ramp and into the door at the top, following the red line.

Year 1 and 2 enter through the new door beside the junior conservatory, follow the blue line

Year 3 and 4 enter through the main door with the bumble bee painted on, yellow line

Year 5 and 6 enter through the junior conservatory door. Green line

5 Parents will no longer be allowed to come into the building at the beginning or end of the school day. This is to **minimise contact with others**. If you have any messages please ring the office number where the admin. staff will take a message. If you have anything you want to discuss with the class teacher, again, call the office number and the class teacher will get back to you for a chat or to make an appointment. Teachers will not be available for unscheduled face to face discussion...only by appointment. We will not meet daily for our assembly but instead the bubble's collective worship will be shared within each classroom. Neither will children come together in the hall for lunch. Instead they will eat their lunch in their own classroom

6 **P.P.E All** staff will wear plastic face guards when in the building to act as a physical barrier to reduce exhalation of potentially infected droplets and stop staff accidentally touching their faces. Staff must wear full P.P.E when giving intimate care or first aid. Masks, gloves, aprons will also be available to any staff who prefers to wear them but they must follow guidance on donning and removing P.P.E. (see poster). Adults will wear masks to prevent coughing or sneezing on others as they typically show these symptoms when infected. Children under 11 must not wear masks as they take them off and on and fiddle with them, and so are likely to infect their own masks. They are less likely to spread the virus through coughed and sneezed droplets. They are more likely to spread infection because they touch surfaces then their eyes, noses and mouths so the best safety precaution to protect children, is enhanced cleaning of surfaces and more frequent hand washing.

7 **Catch coughs and sneezes** in tissues (all children and staff will have own pack) or inner elbow sleeve. Tissues will be disposed of in a

pedal bin. Children will be trained to do this as they may not have time to pull out a tissue.

8 Enhanced Cleaning Kitchen staff will be utilised to spray disinfectant and clean desks, chairs, floors, door handles, handrails and pupil toilets, at mid-day. Each bubble's room will have a pop up cleaning box so staff can do a spray disinfectant clean at morning and afternoon playtimes. Orian, our school contractors, will ensure school is professionally cleaned each evening in line with covid government guidance.

9 Cleanly washed clothes, warm layers. Very important to have warm layers as open windows and increased ventilation mean school is cooler than previously. Good idea to wear a warm vest and bring a navy fleece they can pop on over their uniform.

10 Maintain distance of 1m or more at all times (except for pupil partners) To aid social development, but reduce contact with others we will seat the children in pairs so they have a "buddy" to work with. Children will keep "same seats" each day to reduce number of contacts with others. Desks will be organised to have pupils facing forward where possible) 2 pupils to each end of a desk.

11 Minimise contact between individuals to reduce chances of coming in to contact with an infected person and reduce pandemic spread in the wider community. Small bubbles of 16,15,14,12. Each bubble will have their own entrance and exit and will eat a packed lunch from Orian, in their room supervised by Jill- rec Joanne(Roz)-yr1/2, Leah yr3/4 , or Kelly yr 5/6 . for week 1. And 2...and Roz and Kelly will do enhanced cleaning duties 1 till 1.30. Hot meals will be served from week 3 but with NO desert other than fruit to reduce serving time.I would advise staff to eat their lunch outside on the play patio or in their car /or off site during bad weather. Staff will observe 2m distances and not huddle or assemble to chat in the building or in the staff room except when phone communication isn't possible.

12 Meetings will be kept to a minimum and be **virtual** wherever possible.

13 Teachers will have **pop up refreshment** box so can have a break in their bubble room and ventilate/ door open ...let a draught through the building.

14 **Increased ventilation**

15 **Minimise multi touch surfaces** and resources/ shared equip.

16 **No face, hand to paper** marking of work.

17 **Minimise shared toilets**. Each bubble will have an allocated girls loo and an allocated boys loo. Staff will use the staffroom loo which each user will sanitise after each use and flush with the lid down. 18 Stocks of P.P.E sanitiser, disinfectant, cleaning supplies, blue paper towels and blue rolls will be **monitored and ordered** by office staff so we do not run out.

19 Playtimes each bubble will have **own zone** which can rotate the next week. Play patio, swing, bikes and climbing frame will be disinfected regularly.

20 **No overnight stays or bus transport** Our Bassenfell trip will take place in Sept 2021. Swimming will not take place in Autumn term but this will be reviewed at half term. Trips will be local /walkable to avoid close proximity on a bus.