

Springfield Primary Academy

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1st June 2020

School reopening arrangements letter to parents

Dear Parents and Carers

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, Springfield are planning to reopen in order 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.**

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.

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, discuss this with your child's class teacher during the calls they make.

If your child has an EHC plan you will have been contacted by Ms Taylor to discuss your child's return to school.

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.

The school will be open to the different year groups on the following dates:

- **Year 6: To be confirmed**
- **Year 1: To be confirmed**
- **Reception: To be confirmed**

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.

Making Memories: Inspiring Futures
Learning Creatively with:
High Expectations; Integrity; Respect; Resilience & Determination TOGETHER



Inset Day

In order for us to ensure that we are fully ready for the return of pupils staff will be having a series INSET this week (week beginning Monday 1st June). This will enable us to provide staff training and ensure all arrangements to keep children safe are properly finalised.

School staff

Ms Taylor is currently the Designated Safeguarding Lead and the Special Needs Co-ordinator. Mrs Beale is also a designated safeguarding lead.

During lockdown period we have said goodbye to Miss Flynn, Miss Johnson and Miss Bremmer. We wished them all the best of luck in their new ventures and they were extremely upset at not being able to personally say goodbye to pupils and staff themselves.

Maintaining a safe school environment

I would like to take this opportunity to share with you 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 are in place:

- 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
- Supplying alcohol-based hand sanitiser that contains at least 60 percent alcohol throughout the school
- Ensuring pupils and staff understand that they must cover their cough or sneeze with a tissue, then throw the tissue away
- 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
- 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
- Reducing the number of children in a classroom
- Introducing a one-way system in the building
- Staggered start and finish times, breaks and lunchtimes – when larger groups of pupils are welcomed into the school
- Providing children with their own personal set of resources to use

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.

Visitors to the academy are being discouraged and we ask parents who need to speak to teachers or the admin team from 8th June onwards to continue to do this via email using enquiry@springfieldacademy.org.uk. There will be limited capacity in the office and therefore call waiting times may appear to be excessively long.

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-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 you think your child may have been exposed to or has coronavirus, or if your child receives a positive test result for coronavirus, please contact the school on 0121 464 3618 or enquiry@springfieldacademy.org.uk at the earliest opportunity.

Arrangements for the start and end of the school day

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 when pupils return to school:

- We will admit children between 8.45am and 9.20am in groups. Your child's 'bubble' teacher will inform you of your child's arrival and departure time
- Only pupils will be permitted to enter the site. Please arrive at your specified times to avoid queues outside the school. Parents are asked to maintain social distancing and queue 2 metres apart. There will be markers indicating 2m gaps
- Social distancing must also be maintained at the end of the day when children will also be dismissed in staggered groups. You will be directed to wait in socially distanced rows – 2m distance marks are on the playground floor
- We are requesting that only ONE adult escorts children to school and **only one person will be permitted to collect children**

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.

- Children will have shorter breaks more frequently throughout the day
- Break times will be staggered (once pupil numbers increase) to ensure that there are no more than 15 children in any of the playground zones
- The playground will be split into three zones.
- Mr Kundrai will be leading children with games that children can play whilst maintaining social distancing
- Lunch will be eaten in classrooms

The school day

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

- Reduced the number of people in a classroom with clear indicators of where pupils need to be seated. PE lessons will consist of small group opportunities for socially distanced physical activity - outdoors
- All assemblies will take place in classes and be led by group teachers or via zoom
- Children will not be permitted to use playground and PE equipment
- PPE will be worn by staff attending to any intimate care needs, medical needs and those on duty in the isolation area

School events

Please note the following events have been cancelled – we will inform you of new dates and arrangements as soon as possible.

- Year 6 residential – refunds are being issued
- Year 5 residential – refunds are being issued
- Summer Fair

School Trips

- There will be no school trips taking place in the foreseeable future. This will be reviewed as the situation changes.

Transition from Year 6 to Year 7

We recognise that this is a really important time for our Year 6 pupils as they are preparing for secondary school in September. Whilst we will not be conducting any on-site visits to secondary schools we will still be doing everything that we can to support these pupils to be ready. This includes:

- Liaising closely with our secondary schools to make sure they know all of the important information about your child.
- Providing bespoke lessons and guidance for year 6 pupils, on their return, about transferring to secondary school.

We will answer any questions that they have and support them with any anxieties so that they can make the best possible start.

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.

- Ms Taylor, Mr Kundrai and Mrs Beale, supported by school staff will use resources provided by Birmingham Education Psychology Team amongst other agencies to provide support to any child who is identified as having a need for emotional support.

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
- There are also a number of other organisations listed on the school website

I hope that these arrangements provide you with the information you need to support your child to return to school.

Yours sincerely,



Ms S Taylor
Head of School