



## Harewood Return to School Summary

Please do not bring your child to school if you have been advised to self-isolate or are showing symptoms of COVID. If this is the case, follow the latest Government guidance and contact the Test and Trace service if appropriate. Keep school informed on the usual office number (0113 288 6394)

### **School Day**

- Start time is from 8.35am when the doors will open and at which point teachers will be in classrooms ready to receive the children.
- Class 1 will enter via their side garden gate.
- Class 2 and 4 will come to their class doors via the black gates
- Class 3 will enter via the office.
- Parents should not enter the building or congregate on the school grounds or outside of the school.
- Parents should ensure that they maintain social distance from each other when dropping off or collecting children.
- Only one parent should drop off to keep the number of adults to a minimum.
- At playtime each class will have their own allocated outdoor space to avoid mixing.
- Lunchtime
  - Classes 1 and 2 will eat in their classrooms. School lunches will be 'Grab Bags' prepared in the school kitchen and delivered to the classes.
  - Classes 3 and 4 will eat in the hall at different times with cleaning between the groups.
- School will finish with a flexible end time between 3.05pm and 3.20pm

### **Use of shared spaces and Equipment**

- The hall will be used for PE but where possible this will be outside.
- The Computer Suite will be used but with increased cleaning and not shared between classes in one day.
- PE and outdoor equipment will kept separate for each class.
- Reading books will be sent home but on return will be quarantined for 48 hours before returning to the shelf for future use.

### **Classroom Setup**

- Where possible children will sit side by side and facing the front of the class to minimise face to face contact.
- Tables will be setup with equipment to avoid sharing items like pencil crayons, glue, rulers etc. (Children are encouraged to bring their own pencil cases and leave them in school)
- Children should bring a water bottle to school daily to avoid the need for sharing of cups.
- Each class has a fully stocked Class PPE and Cleaning Equipment box.
- Teachers will be working with individuals, groups and classes as normal but will be maintaining the 1 metre plus rule where this does not impact on learning.
- Classes have setup routines for regular hand washing and sanitizing. This includes when entering and leaving the classroom and when required during the day.

- Teaching spaces will be kept well ventilated. (Open windows but external doors kept shut for safety)
- Each class has been allocated a set of toilets. The rule is 1 child at once rule with hand sanitizing before and after.
- We will be minimizing the movement of the children round school to avoid contact between bubbles.
- Staffing has been adapted to minimize the number of adults working with classes during the week.

**Adult Safety** (Guidance states Adult to Adult transmission is one of the largest issues in school)

- Staff have been advised on the best ways to avoid adult transmission within school. We also ask that parents and cares strictly follow government guidance on social contact to help keep our whole school community safe.
- We ask that all adults who enter the school grounds (including the playgrounds) wear face coverings. This way we continue to protect those we come into close contact with and minimize the risk of passing on any potential infection.
- If you have a quick message to pass to a member of staff that is fine but if you would prefer a longer conversation or have something more detailed to pass on we ask that this is done via email or a phone call.