

Ysgol Craig y Don - Phased Return for Infants (Reception, Year 1 and Year 2) w/c 22nd February 2021 and Nursery from w/c 1st March

Key overriding principles



- Any child displaying ANY OF the following symptoms should not attend school
 - a high temperature/fever
 - a persistent, continuous cough
 - a loss of, or change to, your sense of smell or taste
 - a combination of runny nose, headache, sore throat or hoarse voice
- Any child developing symptoms whilst at school will be isolated in the main reception area and monitored by a member of staff wearing appropriate PPE. They will remain there whilst waiting to be collected by a parent/carer.
- **Please ensure that you can be contacted at all times in case of emergency. If you have had a new phone number or e-mail address recently, please e-mail these changes to swyddfa@craigydon.conwy.sch.uk**

In the event of a pupil or member of staff exhibiting symptoms consistent with Covid-19, we will follow the latest advice in regard to Track and Trace and the guidelines laid down by Public Health Wales.

All parents/carers must/should have completed the Parental Agreement re Covid-19 back in September. If not, please e-mail swyddfa@craigydon.conwy.sch.uk . Thank you

Organisational points

Grouping Learners	<ul style="list-style-type: none">• Pupils returning to school from the 22nd February will be placed in identifiable contact groups. These contact groups will essentially be their own class. Pupils will remain as a class pod throughout the day with the same staff in the classroom. Pupils in each pod will be in their own class and will not mix with other pupils in other classes during lesson time to avoid contamination. However, at break times, pupils will mix across classes outside on the yard but will be encouraged to adhere to social distancing. However it is impossible to guarantee that pupils will keep to this at all times.
Medical Information	<ul style="list-style-type: none">• Isolation area – The Reception has been identified as the area to be used if a child or adult shows symptoms of Covid 19. PPE to be available at all times.• Children with current shielding letters must not attend school. If a parent/carer has any questions regarding this, please contact your GP.• Public Health Wales guidelines will be followed at all times.• We are unable to administer medication outside of our normal first aid remit. Please ensure that if your child requires medication for asthma or diabetes or such like, that we are made aware and that the medication is available.• Again, we cannot guarantee that pupils will adhere to social distancing guidelines at all times.• Staff will be expected to wear medical grade face coverings.

<p>Time in School</p> <p>Breakfast Club information</p> <p>School Uniform</p> <p>PE Lessons</p> <p>Hygiene</p>	<ul style="list-style-type: none"> • The focus for all pupils will be on well-being. • There will be no Breakfast Club provision. • School uniform is not compulsory. It is advisable that pupils wear clean clothes to school each day. Please ensure that names are put on every item of clothing/lunchbox/drink bottle as we will not be able to 'guess' which item of clothing belongs to which pupil and lost property will be removed every day. Please ensure that pupils have adequate clothing for the weather every day as they will be spending time outside, even if it is raining. Children are welcome to bring in extra layers of clothing as classes will be well ventilated with windows and doors open at all times. • PE lessons will resume for years 1 and 2. We ask that on the days pupils have PE lessons, they attend school in their PE kits – please ensure that pupils have adequate coats and jumpers as they will be spending time outside, even if it is raining. For Nursery and reception pupils, there is ample opportunity within the school day to develop physical skills and take exercise so they will not need to wear specific PE clothes. Please refer to the Class information on the website to see when your child's PE lessons are scheduled. <p>Each classroom has a hand washing sink, soap and paper towels. We will encourage regular hand washing. On arrival in class, before and after lunch and break times, hand sanitiser will be used by every pupil on entry. Good hand hygiene will be encouraged at all times. There are hand sanitising stations outside every classroom.</p>
<p>Food & Drink</p>	<ul style="list-style-type: none"> • Hot dinners will be provided by school where requested and must be paid via Parent Pay as usual. • If your child/ren is/are in receipt of Free School Meals, they must bring a packed lunch to school. • If pupils are bringing their own packed lunch, please ensure they are marked clearly with your child's name and class. • All pupils to bring in their own water bottles – again marked clearly with your child's name and class. Please ensure they have sufficient water for the whole day. We have switched off the water fountains to avoid cross contamination. • Reception pupils will eat their lunch in classrooms. • Year 1 and 2 pupils will eat their lunch in the school Hall – each class will be on separate tables, tables will be apart from each other. • Infants: Infants will not be receiving free milk until further notice. Fruit Clubs will not be operating.

Structure of School Day

- **There will be staggered arrival times for drop off and collection.** Please respect the zig zags and yellow lines on the road outside school. Also, keep to social distancing guidance. Signage is in place to remind us all not to congregate at the gates and to keep to social distances.
- Staff will be on duty at the Infant gates to greet your child. Wherever possible, please leave your child at the gate - class teachers will be visible to the pupils and they will be ushered by staff on duty to their class teacher.
- We are aware that pupils, especially younger pupils, may be anxious about coming to school. We will do all we can to ensure that children come into the building as calmly as possible. All went very well in September.
- Gates will only open at 8.50am, please adhere to your child's arrival time.
- Pupils will not be allowed to bring bikes and scooters to school at the moment.

No adults other than school staff will be permitted on the school grounds unless by prior appointment.

- The car park gates will be locked and access to school will be via the junior and infant gates only
- No Parents/Carers are allowed on the grounds without prior appointment. Please contact us via email with any general queries. Please only phone the school if urgent.
- Conwy County Borough Council Signage will encourage all to adhere to the social distancing guidelines when waiting to enter the school yard. **All adults should wear masks when they drop off or collect their children.**
- Drop off and collection times at the beginning and the end of the day will be staggered as follows

Year Group	Arrival Time	Finish Time	No parents will be permitted to enter the school yard.
Nursery mornings	9am – 9.10am Infant Gate	11.15am Infant Gate	
Reception	9am – 9.10am Infant Gate	3.10pm Infant Gate	
Nursery afternoons	12.45pm Infant Gate	3.10pm Infant Gate	
Years 1 & 2	8.50 – 9am Infant Gate	3pm Infant Gate	

- It is vital that you are available to contact AT ALL TIMES DURING THE SCHOOL DAY.

ATTENDANCE

- **If your child is not attending school, please ensure you e-mail school first thing in the morning to inform us of the absence and the reason why.** E-mail is swyddfa@craigydona.conwy.sch.uk
- **We ask very kindly that you ensure that your child arrives at school ON TIME.** Punctuality is essential, lateness will cause problems.
- **If you are unavoidably delayed, please phone the school before 9am and inform us of the situation and we will meet you at the gate outside the main reception gate at the agreed time.**

	<ul style="list-style-type: none"> • All gates will be locked at 9am. • Wherever possible, please arrange appointments e.g. dentist/doctor OUTSIDE SCHOOL TIMES.
HEALTH & SAFETY RISK ASSESSMENT	This will be posted on the school website.
PERSONAL BELONGINGS	Pupils will be provided with all that they need during lessons. We ask that personal belongings are kept to a minimum – only essential items such as lunchboxes, water bottles and appropriate clothing.
	<ul style="list-style-type: none"> • It is vital that you are available to contact at all times during the school day.