

Plan for full reopening for Nursery Parents, Carers and Pupils – September 2020

This document was produced using DFE guidance which can be read in full here:

- [Full opening of schools from the start of the autumn term](#)
- [Actions for early years and childcare providers during the coronavirus \(COVID-19\) outbreak](#)

It is the responsibility for each school to read and digest the guidance and then make the decisions that are best for their setting. Every decision that is made in this plan starts and ends with the safety of the pupils, staff and families. Although we are educators, this must never take precedence over the health and safety of all of our stakeholders.

Our Plan to Reopen the School Fully

This plan follows the DFE guidance to bring back all pupils to school in September. We have used our experience of the past months to plan for what we know will work. This takes into account pupils’ well-being first and foremost.

	Questions you may have	West Borough’s Plan
Reopening	Is the school reopening on the 1 st September?	<ul style="list-style-type: none"> • Following our Governing Body Meeting in July, Governors were completely satisfied that School Leaders have a safe plan in place to fully reopen the school from September. • 1st September is an INSET day and therefore we plan for the school to reopen from 2nd September to Years 1-6 • Pupils in the Nursery will return from 7th September. This is to allow our new Nursery children to attend a taster session from 2nd-4th September • For our new families, please refer to the letter you received in July regarding your child’s taster session and start date. • Should there be a Government announcement or further guidance before this time, this plan may be updated. Parents will be contacted via ParentMail
Attendance	Which children can attend?	<ul style="list-style-type: none"> • All children can now attend Nursery for their allocated sessions
	Does my child have to attend?	<ul style="list-style-type: none"> • A small number of pupils will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19) • Some pupils no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to Nursery • For children who have not attended Nursery since March, we understand there may be some anxieties. As a school we will support all children to ensure they are reassured as they return to Nursery.

	What if my child comes back and doesn't like it?	<ul style="list-style-type: none"> We know that Nursery may feel a little different when your child first returns. Please encourage them to come for all their allocated sessions – they will settle into their new routine If you decide you no longer wish to send your child, you must contact the school first
	Does my child have to come every day?	<ul style="list-style-type: none"> Your child will be expected to attend for the sessions you have requested - you must notify the school if your child is not attending via ParentMail as normal
Grouping of children	How will children be grouped?	<ul style="list-style-type: none"> From September, children will be in the Nursery with their teacher and teaching assistants. This will be in the normal class size with a maximum of 30 children per session. The children will not mix with children in the main school. This means they won't go to the hall for assemblies until guidance changes
Minimising Contact	How will you keep my child safe?	<ul style="list-style-type: none"> Children in the Nursery will stay in Nursery for the duration of the session/day. As has been the case throughout the period since March, there will be plenty of opportunities to use the outside area throughout the session/day. The children will continue be provided with appropriate resources. These will only be used by the Nursery children and will be washed regularly.
Learning	What will my child be doing in school?	<ul style="list-style-type: none"> For children in the Early Years (Nursery and Year R) we will prioritise the Prime Areas of Learning: personal, social and emotional development; communication and language; and physical development.
Lunch	Will my child have a packed lunch or a school dinner and who will provide this?	<ul style="list-style-type: none"> All children in the Nursery who are staying for a lunch session will be required to bring a packed lunch Desks will be cleaned before and after they have eaten their lunch It may be possible to offer a hot meal to other pupils at a later date once all routines are established
Uniform	What does my child have to wear to school?	<ul style="list-style-type: none"> From September children will be expected to be back in full school uniform. For our Nursery pupils this consists of a school jumper or cardigan with a white polo t-shirt. They can choose their own appropriate and comfortable bottoms e.g. joggers Suitable footwear for inside/outside should be worn Please ensure your child has a named pair of wellington boots at Nursery for outdoor wet play
	What else does my child need to bring to school?	<ul style="list-style-type: none"> Children may bring a book bag to school If your child requires a change of clothes, please send on the 1st day they attend and leave in school, only replacing as required Children will also need their lunchbox, which can include a fruit snack and a water bottle Please apply suncream before your child comes to school where necessary On warm sunny days, please ensure your child has a hat/cap Please send in a named coat as necessary

Drop off and pick up procedures	Where do I drop my child?	<ul style="list-style-type: none"> To reduce congestion in and around the school we will continue to ask that only one adult will be able to accompany the child into the school grounds People are being encouraged to walk rather than drive to school To minimise contact with children from different year groups/classes we will have slightly staggered pick up and drop off times. We will also operate a one way system for parents and carers entering the school grounds. This has worked really well since June. We will send a video about this before 7th September. There will be members of SLT to support with this whilst you get used to the new routines To minimise time and contact for adults and children, please drop your child off and leave as quickly as you possibly can It will not be possible to discuss matters with the teacher as we would normally allow, nor will parents be able to enter the Nursery and help settle the children. This is to minimise contact for both children and adults We appreciate that as your child settles this may be challenging. We will have additional staff on hand to scoop your child into Nursery where necessary. We will then telephone you once they are settled. We believe in the long run this will support your child's independence. You may leave a message with a Senior member of staff or email the teacher if you feel this will help. <i>Before your child enters Nursery, we ask you support them with sanitising their hands with the wall mounted pump by the front door – thank you.</i> 																
	What time do I drop my child off?	<ul style="list-style-type: none"> As we support our new children to settle into Nursery, we shall operate a slightly staggered start and finish time for each session from 7th September <table border="1" data-bbox="913 970 2110 1235"> <thead> <tr> <th></th> <th>Current Nursery Children</th> <th>New Nursery Children – 1st 2 sessions only</th> <th>New Nursery Children – from their 3rd session</th> </tr> </thead> <tbody> <tr> <td>Morning Session</td> <td>8.35-11.35am</td> <td>8.45-11.15am</td> <td>8.35-11.35am</td> </tr> <tr> <td>Afternoon Session</td> <td>12.20-3.20pm</td> <td>12.30-3.10pm</td> <td>12.20-3.20pm</td> </tr> <tr> <td>All day</td> <td>8.35am-3.20pm</td> <td>8.45am-3.10pm</td> <td>8.35am-3.20pm</td> </tr> </tbody> </table>		Current Nursery Children	New Nursery Children – 1 st 2 sessions only	New Nursery Children – from their 3 rd session	Morning Session	8.35-11.35am	8.45-11.15am	8.35-11.35am	Afternoon Session	12.20-3.20pm	12.30-3.10pm	12.20-3.20pm	All day	8.35am-3.20pm	8.45am-3.10pm	8.35am-3.20pm
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Staffing	Will all staff be in school every day?	<ul style="list-style-type: none"> As you know, Mrs Birtchnell is now the Teacher in Charge of the Nursery. She will be supported by Mrs Charman, Miss Brown and Miss Masoso. Whilst the children settle back into Nursery, Mrs Craddock will also be in Nursery all day With a large number of staff we will be able to support the children with their play/learning as well as hygiene routines. We will also be able to maintain high levels of cleaning 																

Personal Protective Equipment	Will the staff and children need to wear face masks?	<ul style="list-style-type: none"> • The majority of staff in education settings will not require PPE • PPE is only needed in a very small number of cases, including: <ul style="list-style-type: none"> ○ where an individual child or young person becomes ill with coronavirus (COVID-19) symptoms while at schools, and only then if a distance of 2 metres cannot be maintained ○ where a child or young person already has routine intimate care needs that involves the use of PPE, in which case the same PPE should continue to be used
Effective infection protection and control	What safety measures will be in place?	<ul style="list-style-type: none"> • Schools must follow the following preventative measures: <ol style="list-style-type: none"> 1) minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school 2) clean hands thoroughly more often than usual 3) ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach 4) continue enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents 5) minimise contact between individuals and maintain social distancing wherever possible 6) where necessary, wear appropriate personal protective equipment (PPE) • Our reviewed risk assessment will show all these measures are in place and will be available on our website – Parents – COVID-19
	What happens if my child or someone in their bubble becomes unwell?	<ul style="list-style-type: none"> • Parents need to check their children for symptoms. If you have any concerns that your child may have any symptoms, you must keep your child at home and isolate for 7 days. All members of the household must isolate for 14 days. This will restrict children attending school for 14 days • If another child or adult in the bubble becomes unwell we will follow the clear PHE guidelines on testing and tracing
Holidays Abroad this Summer	What else do I have to tell the school?	<ul style="list-style-type: none"> • If you have travelled abroad this Summer to one of the countries on the Government’s quarantine list, you must self-isolate for 14 days on your return. • Here is the link to the most up to date Government list. • Here is the link about how to self-isolate when returning to the UK if it is necessary. • If these 14 days coincide with the start of the school term (visits on 2nd, 3rd or 4th September or from the 7th September when the Nursery reopens to children) you must inform the school via ParentMail ‘notify absence’ or email to office@west-borough.kent.sch.uk with details of your travel including date of return. <i>Please do not telephone the school office.</i>

Plan Variations

This plan has been written with the premise that all children will attend, and that there will be sufficient staff.

Risk assessments will be updated and posted on our website, in preparation for a full return to school in September.

Thank you for your continued support.

Kind regards

A handwritten signature in black ink that reads "A.S. Crittenden". The signature is written in a cursive style with a small dot above the letter 'i' in "Crittenden".

Mrs Crittenden
Headteacher