

## **Northcote Community Primary School Guidance September 2020**

Guidance - <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>



### **The following guidance is for all Parents and Pupils**

*Normal school rules and procedures apply except for the following:*

- Parents must state whether their children are school meals or packed lunches for the entire term.
- From September 2020 the school will be using the online service of PARENT PAY to pay for all school dinners, breakfast club and any future school trips. Northcote will become a cashless school - no money can be taken at the school office.
- School is running a staggered start and end to the day. Parents will be allowed on the yard but must keep to social distancing rules of 1m+ at all times. Pupils will have separate entrances to the school site and building and will not be lining up. They will come straight in to the school through their designated doors.
- We will have 3 gates - GATE A, GATE B and GATE C - These will be clearly labelled and have a member of staff on each gate.
- We will be using are 5 doors into the school building. It is important that children come through the correct gates and doors at the correct times. Please see the table below for information on when and how to enter the school site and building. (There is a map on the home page of the website to show this).

### **Start of school day**

<b>YEAR GROUP</b>	<b>TIME</b> <b>8:45am or 9:00am</b>	<b>GATE</b> <b>(A, B, C)</b>	<b>ENTRANCE</b>
Nursery	<b>9:00am</b>	<b>C</b>	Nursery doors
Reception	8:45am	<b>C</b>	Reception doors
1	<b>9:00am</b>	<b>B</b>	Year 1 doors
2	8:45am	<b>C</b>	Year 1 doors
3	8:45am	<b>A</b>	Hall doors
4	<b>9:00am</b>	<b>A</b>	Hall doors
5	8:45am	<b>B</b>	Main Entrance
6	<b>9:00am</b>	<b>A</b>	Main entrance

### **End of school day**

<b>YEAR GROUP</b>	<b>TIME</b> <b>3:15pm or 3:30pm</b>	<b>GATE</b> <b>(A, B, C)</b>	<b>ENTRANCE</b>
Nursery	<b>3:30pm</b>	<b>C</b>	Nursery doors
Reception	3:15pm	<b>C</b>	Reception doors
1	<b>3:30pm</b>	<b>B</b>	Year 1 doors
2	3:15pm	<b>C</b>	Year 2 doors (back of school)
3	3:15pm	<b>A</b>	Hall doors – wait at year 3 pick-up zone floor markings
4	<b>3:30pm</b>	<b>A</b>	Hall doors – wait at year 4 pick – up zone floor markings
5	3:15pm	<b>B</b>	Main entrance – wait at year 5 pick-up zone floor markings
6	<b>3:30pm</b>	<b>A</b>	Main entrance – wait at year 6 pick-up zone floor markings

\*There will be plenty of staff on the yard to assist in finding new classrooms and entrances etc.

- Picking up – You must stay back from the children, staff and other parents and stick to social distancing rules of 1m+ at all times. You will leave via the gate your child has been allocated above.
- When entering the school your child will use hand sanitizer and will be expected to wash their hands regularly throughout the day.

### **The School Day** - *This will be as normal except the following:*

- Each year group will become its own Bubble and we will minimize the Bubbles mixing and interaction. The staff in the Bubble will limit mixing and interacting with other staff.
- There will be no mass gatherings and no after school clubs.
- Assemblies will be virtual or strictly in year group Bubbles.
- There will be no visits, Residential, trips or Christmas productions in Autumn term.
- Break times and lunchtimes will be staggered.
- The priorities for 2020-21 will be children's mental health/wellbeing and ensuring children have opportunities to catch up with key learning.
- Children (years 2 – 6) will need to bring a full water bottle each day. Nursery, reception and year 1 will have access to clean, safe water all day.
- Please see the 'Bubble Rules' which will be placed around school.
- Any children deciding to 'pretend' they are sharing Covid-19 or coughing/spitting/breaking social distancing rules will have phone conversations with their family, the school leadership team and the Governing Body.

### **Parents Visiting School**

- Parents will not be allowed to enter the school building unless it is an emergency. We want to minimize visits to the school office. If parents need to come, they must be prepared to use hand sanitizer and speak through the glass divide. If parents want to speak to someone in school, they can phone (0151 284 1919) at any time or email (within the school day):
- [northcote-ao@northcote.liverpool.sch.uk](mailto:northcote-ao@northcote.liverpool.sch.uk) (school office Miss Scott)
- [northcote-s1@northcote.liverpool.sch.uk](mailto:northcote-s1@northcote.liverpool.sch.uk) (school office Miss Keary)
- [northcote-ht@northcote.liverpool.sch.uk](mailto:northcote-ht@northcote.liverpool.sch.uk) (head teacher Mr Morgan)
- Or class teachers direct school email.
- Safeguarding meetings will take place virtually or over the phone at all times.
- We will not be conducting any home visits unless needed. **We must have up to date contact details for all parents.**
- Children are not allowed to use any of the outdoor equipment at any time.

### **General**

- Attendance is compulsory but we understand that some of you may have concerns. We have implemented the guidance to make sure everyone is safe. Our risk assessments have been updated and are available on our school website: If you have any concerns regarding attendance you must speak with Miss Gore to see what support we can give on [c.gore@northcote.liverpool.sch.uk](mailto:c.gore@northcote.liverpool.sch.uk). Fixed penalty notices can be used as a last resort.
- If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they must self-isolate for at least 7 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.
- if someone tests positive, they should follow the '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)' and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a

high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

***School will work with the local protection team following any cases of Covid-19. Decisions will be made at the time regarding sending pupils home.***