

Dear Parents / Carers,

24/08/2020

I hope everyone received a copy of my letter last week which contained some reminders and updates regarding the opening of school on Thursday 3<sup>rd</sup> September. Thank you to the parents who have got in touch with us at school with some questions. I thought it would be useful to share the questions and answers with everyone and also add some additional details to support with the procedures for the start and end of day routine. I have also included some details about what you would need to do if your child displayed coronavirus symptoms and also what would happen if we became aware that someone who has attended school has tested positive for coronavirus.

#### **What can my child bring in to school each day with them?**

- A coat
- A Bag
- Packed lunch in a lunch box
- A water bottle
- A healthy snack for break time (Fruit or vegetables only please)
- A pencil case

Please ensure all items that are brought into school are clearly labelled with your child's name. Children will not be required to bring a PE bag into school as they will need to come into school wearing this on their specified PE days. PE days will be shared with you at the start of term.

#### **What are the arrangements for break times and lunchtimes?**

- The children will remain in their Year Group Bubbles during both break and lunchtimes.
- We have adjusted the timetable to ensure only one Year Group Bubble at a time is outside during their morning break time.
- At lunchtime the children who have brought in their own packed lunch will eat this in their classrooms as they normally would have done.
- Children having a school packed lunch or hot meal will eat this in the school hall. Only one Year Group Bubble will be in the hall at a time and cleaning will take place before and after each Year Group Bubble has used the hall.
- We have again adjusted the timetable and zoned outside areas to ensure that no two Year Group Bubbles come into contact with each other during the lunch period.

#### **Will the Kidz Club breakfast and afterschool provision be available in September?**

- Kidz Club will reopen on Thursday 3<sup>rd</sup> September. This provision will not be available on the Inset days (Tuesday 1<sup>st</sup> and Wednesday 2<sup>nd</sup> September) as it is important the Kidz Club team are able to attend the essential training required of all TMA staff members for the re-opening of school.
- The spaces used for the Kidz Club provision will be zoned to allow the children to remain in their year group bubbles.
- Children using the breakfast club provision will make their way into school via the main reception doors. All children must be dropped off by a parent at the main reception doors ensuring your child is social distancing if there are others waiting to make their way in. Yellow spray painted markers have been placed on the pathway to support with keeping a distance of 2 metres. Parents will also collect their child from the main reception at the end of the day for After School Club. We will ask parents to wait in the reception foyer or outside the main doors whilst your child is collected and signed out.

- Any children who are attending the afterschool club will be sent to wait in the Year Group Shared Area with an adult who will supervise them and walk the children to the club when it begins at 3.30pm.
- If you and your family are required to quarantine or self-isolate and therefore your child can not attend the Kidz Club sessions you have previously booked, there will be no charge for these missed sessions.
- If you do require Kidz Club sessions, these can now be booked using the Parent Pay online system. You will need to have an active account in order to book. Any parents who require support with this, please contact the school using the email address [head@tma.bucks.sch.uk](mailto:head@tma.bucks.sch.uk)

### **What do we need to do at the start and end of the day?**

- Please only arrive at school for drop off and collection at the time that was allocated for your child's class and not before to help ease the congestion around school. We would ask that everyone is patient whilst we all become familiar with the new routines ensuring you are social distancing from other parents and carers.
- Parents of Years 4, 5 and 6 will not be able to enter the school site and we would ask that you say goodbye before they make their way through the school gates. Please be reassured there will be plenty of staff located across school to support and guide the children whilst they become more familiar with the new arrangements.
- For the first few weeks to support with transition, the Year 3 children will be able to be accompanied by one adult as they enter the school in the mornings. Year 3 children must not arrive before 8.45am and will need to enter the school site from the Slope entrance on The High Street. The Year 3 pupils will finish school at 3.30pm and we would ask that parents and carers do not make their way to the slope gate before this time to allow other year groups to leave the site safely.
- We would ask parents and carers to remember to socially distance from other families when walking to and from the school site and when waiting for their child to enter school or waiting to collect them.
- Please be very mindful and considerate to local residents when parking outside the school to ensure that parked cars and driveways are not blocked at any time.
- As the main reception area is being used as an entrance and exit for classes, parents and carers wishing to speak to school staff will not be able to enter school and will need to contact the school via the reception telephone number 01908 562262 or email [head@tma.bucks.sch.uk](mailto:head@tma.bucks.sch.uk)
- Year 4 pupils and the Year 6 pupils in 6SP/MS and 6SB/RC will enter school using the Slope Gate entrance from The High Street. To ensure these bubble groups do not mix, we would ask that the Year 4 children enter following the left hand side marked pathway and the Year 6 pupils using the right hand side pathway. These have been marked using yellow spray paint and staff will be present to direct the children whilst they get use to the new arrangements. There is distanced gap between the walkways ensuring these groups do not meet and are able to social distance. Please see the attached diagram.
- Pupils in 5SR/SG and 6CB will enter and exit the school via the main reception doors. In the morning the class teachers will be present waiting in the courtyard area outside reception at 8.30am to receive their class. The lines will then be walked through into school with their teacher ensuring these classes do not mix. Additional staff will also be on hand to direct and support the children. Please see the attached diagram.
- Please discuss with your child the importance of returning to school if they are unable to locate their parents or carers at the end of the day. We encourage parents to agree a meeting

place to help with locating each other at the end of the day. For those children who are making their own way home, please talk to them about the importance of social distancing from others even outside the school site.

### **What should I do if my child or someone in the family has coronavirus symptoms?**

- If anyone in school becomes unwell with a new and persistent cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they will be sent home and advised to follow 'stay at home: guidance for households with possible or confirmed coronavirus infection.'  
<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>
- If you believe your child has symptoms of coronavirus, it is important that you do not send your child into school and keep them at home. Please contact the school sharing the reason for the absence.
- Anyone who displays symptoms of coronavirus can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-for-coronavirus> . We would ask all parents and carers to inform the school of the results of the test immediately. If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus, they can stop self-isolating. They could still have another virus, such as a cold or flu- in which case it is still best to avoid contact with other people until they feel better. Other members of the household will be able to stop self-isolating.
- If someone tests positive, they should follow the 'Stay at Home: guidance for households with possible or confirmed coronavirus infection', self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than a cough or loss of sense of smell or taste. This is because a cough or anosmia can last for several weeks once the infection has gone. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of the household should continue self-isolating for the full 14 days.  
<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

### **What will happen if school becomes aware that someone who has attended school has tested positive for coronavirus?**

- We will take swift action if we become aware that someone who has attended school has tested positive for coronavirus. We will make contact with the local health protection team who will also contact us directly if they become aware that someone who has tested positive has attended our school as identified by the NHS test and trace scheme.
- The health protection team will carry out a rapid risk assessment to confirm who has been in close contact with the person during the period that they were infectious, and ensure they are asked to self-isolate.
- The health protection team will work closely with our school to guide us through the actions we will need to take of which we will communicate with you as parents and carers.

- Based on the advice of the health protection team, we would be required to send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days.
- Close contact is defined as:
  - Direct close contacts – face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin to skin).
  - Proximity contacts – extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual
  - Travelling in a small vehicle, like a car or minibus, with an infected person.
- The health protection team will provide definitive advice to our school on who must be sent home.
- Please can you ensure your contact details are always kept up to date and if anything has changed it is vital that this is communicated with the school via the email [head@tma.bucks.sch.uk](mailto:head@tma.bucks.sch.uk)
- Household members of those contacts who are sent home do not need to self-isolate themselves unless the child or staff member who is self-isolating subsequently develops symptoms.
- If someone in a class or group that has been asked to self-isolate develops symptoms themselves within their 14-day isolation period, you should follow the ‘Stay at Home: guidance for households with possible or confirmed coronavirus infection’  
<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

I apologise for the length of the letters that are currently being shared with you but they contain important information to help us all ensure the pupils return to school is as safe for everyone as possible. The safety of our pupils, staff and families remains our ultimate priority and focus and we will continue to evaluate our plans and procedures and communicate any updates or changes with you.

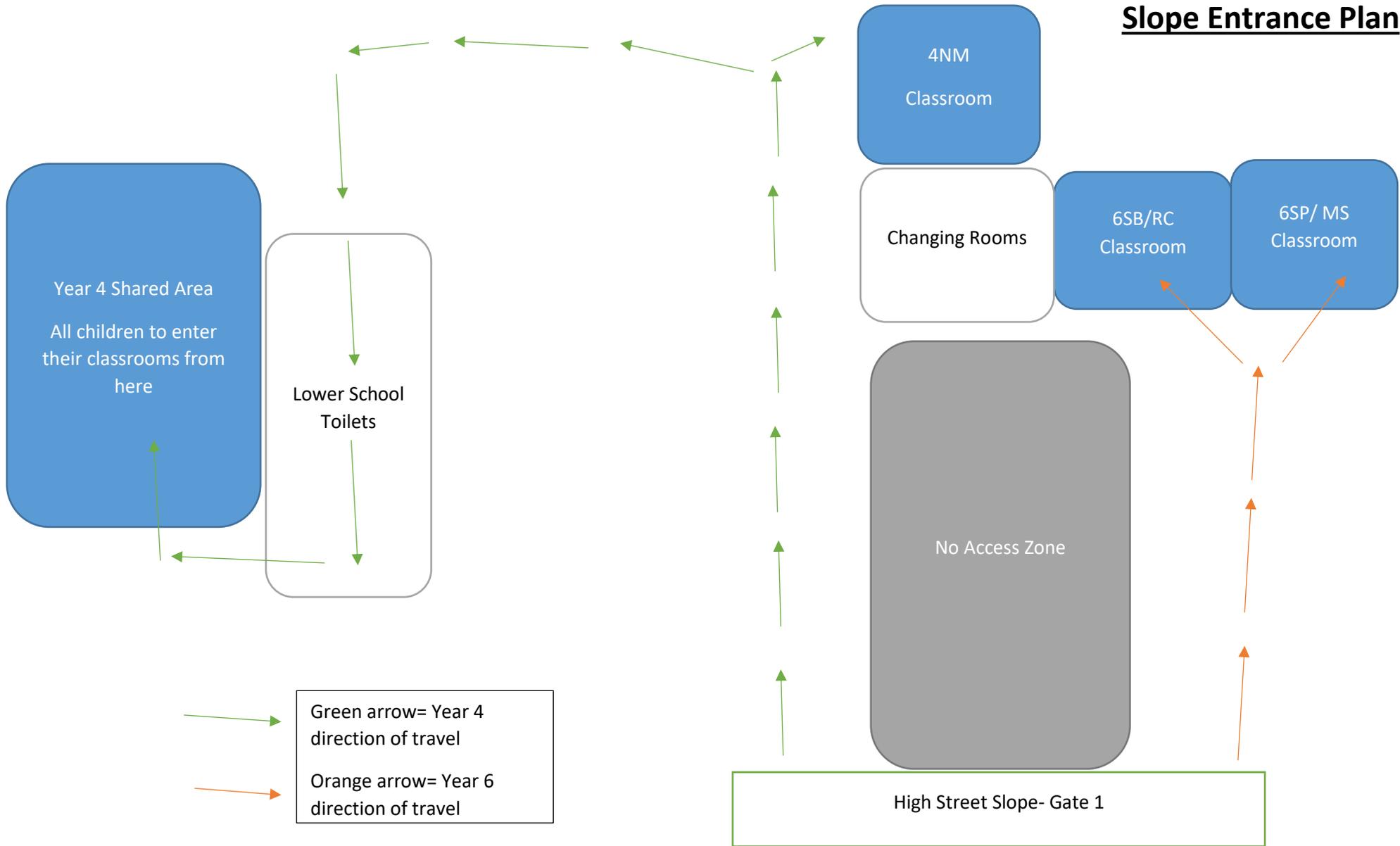
If you have any additional questions or queries, please do not hesitate to contact a member of the Strategic Leadership Team using the email address [head@tma.bucks.sch.uk](mailto:head@tma.bucks.sch.uk)

Best wishes,

Lucy Eldridge

Head of School  
Two Mile Ash

# Slope Entrance Plan



## 5SR/SG and 6CB Entrance Plan

