

Brookside Primary School Provision Extension Plan.

Rationale

Throughout the period of 'lockdown' schools have remained open to provide for the educational needs of key workers' children, including during the traditional Easter Break and also over Bank Holidays. There is now a requirement for us to extend this provision for wider opening. The Government guidance states that children should be in smaller class sizes and contact with other groups should be minimal. It also states that when the school has limited space, schools must prioritise reception, year 1 and year 6. At Brookside we are able to open to all requested year groups due to the fact that all these year groups are in different buildings.

Net capacity and organisation of teaching spaces.

- In order to limit class sizes to 10-15 each class will be split into smaller groups. This will be known as a bubble and each bubble will have minimal contact with other bubbles in school.
- Children will be grouped by their class teacher depending on a number of different factors.
- The children will have different playtimes and lunchtimes in a large area that is marked out for their bubble.
- We will encourage the children to maintain social distancing, however, as you can appreciate with Reception and Year 1 children this cannot be guaranteed due to their age.
- Each class will be staffed by a teacher and a teaching assistant.
- NO EQUIPMENT (eg school bags and pencil cases) to be brought into school. Everything the children need will be provided.
- Year 6 parents will not need to come on site. Reception and year 1 – 1 parent per child.

Timings of the school day.

	Drop off	Pick up
Foundation	9.15 – 9.30am	3pm Friday 1.15pm
Year 1	8.45 – 9.15am	2.45pm Friday 12.45pm
Year 6	8.30am	2.30pm Friday 12.30pm

Week One

Keyworker provision will not change.

Please note there is no pre or after care.

- **Monday June 1st – Thursday 4th June**

Children will arrive at school at staggered intervals (see timetable above) to ensure limited numbers of people are on the school grounds at any one time. Activities to settle the children will be undertaken.

- **Friday June 5th:**

As above but children will eat their lunch and then be collected. The afternoon will give an opportunity for the school to be deep cleaned and staff to prepare classrooms for the following week.

Movement around the school

- There will be a one way system around the whole school site, signage and staff will be around to support.
- Unless a child has a serious medical need or vulnerability, parents should avoid coming into the school reception, and should call Reception in the first instance to establish whether or not there is a need to visit Reception. Parents can email any queries to office@brookside.leics.sch.uk.
- All but essential movement around the school should be avoided. Children will remain in the class for the majority of time but will use the outdoor space as much as possible.
- Some areas of the school will become one way, and clear signposting will indicate the pattern of route. All children and families must adhere to this and staff will ensure students leaving their classrooms follow this system.
- All available staff will supervise essential movement around the school
- Children will enter and exit the school via the external classroom doors where possible.
- Hand sanitiser/ Hand washing will be requested on entry to school and used upon entry or re-entry to every classroom.

Reception Learning Plan

- Social and Emotional Wellbeing / Routes to resilience sessions
- Phonics and Early Reading
- Writing Activities
- Maths Activities
- Fine and Gross motor development
- Outdoor learning.

Reception example timetable

	1 st session	Break	2 nd session	Lunch	Afternoon session
Registration	Physical activity and Phonics	Milk/Fruit 15 minutes playtime	Dough Disco Maths or English session	Lunch in classrooms/ 30 minutes outdoor play	Creative activities R2R sessions Individual reading

- At this stage there will be no ICT or assemblies in the hall.

Year 1 and 6 learning plan

- Well being activities
- English
- Maths
- Phonics (year 1)
- Topic/Science
- PE – no kit required please come to school in trainers.

Teaching Assistant Support

- We will endeavour to meet the provision needs as indicated in the students' EHCP, whilst adhering to social distancing.
- Should a child require close medical attention or intimate care, the appropriate PPE will be worn.

Safeguarding

- The Senior Leadership Team will continue to support the needs of all children in reception, year 1, year 6 and our Keyworker provision.
- Designated Safeguarding Leads will continue to be on site every day.
- This will include adherence to the KCSIE guidance with regard to safeguarding all children.
- Disclosures will be logged as normal.
- Designated Safeguarding Leads will continue to carry out check ins with vulnerable families and those families who choose not to send their children to school.

Playtime plan

- In order to ensure children's wellbeing is maintained and weather dependent, children will go outside for playtimes for 15 minutes during the morning at different times. Each 'bubble' will have allocated playtime areas, and social distancing will be encouraged.
- Playtime will be overseen by all members of teaching staff, designated members of senior staff, and available support staff. Designated areas for specific groups of children will be identified, and supervisory duties will be allocated to staff.
- Children will need to bring in a named water bottle as water fountains will not be available.
- Outside benches will be wiped down by cleaning staff following the conclusion of playtime.
- CLIMBING EQUIPMENT WILL BE OUT OF ACTION.

Lunchtime plan

- Children will have an hour for lunchtime.
- Lunchtime will be supervised by lunchtimes supervisors and each 'bubble' will have a designated lunchtime supervisor.
- All reception and Year 1 children are entitled to a Universal Free School meal, this will be a packed lunch provided by our catering team. If children would prefer, they can bring in their own packed lunch in a named plastic box.

Cleaning

- Members of the premises team will be available on site at key times to clean areas of use, this will include cleaning of toilet areas, stair railings, entrances and door handles.
- Staff will have appropriate cleaning materials in their classrooms and cleaning equipment will be kept away from children.
- On a daily basis after the children leave at home time, all spaces and surfaces will be deep cleaned.
- Each cleaner will have allocated areas to clean, overseen by the Site Manager.
- Equipment will be washed and cleaned regularly.
- All unnecessary items have been removed from the classrooms to reduce the number of touch points and to ensure that surfaces can be easily cleaned.
- Soft furnishings have been removed from classrooms.
- Interactive displays will not be used.

Toilets

- During lessons, children will be directed to the allocated toilets for their 'bubble'
- Only one child at a time should use each toilet facility (year 1 and reception children will be supervised).

Staff rooms and offices

- Staff should only use offices if they are able to socially distance themselves from each other.
- Where this is not the case the Site Manager should be consulted regarding the use of alternative spaces.
- Hot desking should be avoided where possible. Where this is not possible anti-bacterial spray will be provided to enable staff to wipe down surfaces, keyboards and mice.
- Staff should use hand sanitiser when entering and leaving offices.
- Social distancing and good hygiene guidelines must be observed.
- Use one mug per member of staff.
- Staff toilets will be available as usual, but again social distancing and hygiene must be observed. Only one member of staff should use the toilets at a time.
- Reception Office will be open for the duration that children are in school (including for Keyworker provision)
- First Aid provision will be in place and there will be at least one paediatric first aider on site at all times. It is expected that children will only visit first aid for essential treatment, each bubble will have individual first aid kits on their person when outside or in the classroom for minor injuries. PPE will be provided to First Aid staff in line with government guidance. For any child exhibiting symptoms of COVID-19, government guidelines will be strictly followed.

Classroom expectations

- Children and staff will use hand sanitiser/ handwashing facilities on entering the building, and entering each room, throughout the day. Teachers will remind children and make sanitiser available.

- Teachers should wipe down their keyboard and mouse at the start, and end of each lesson.
- Classrooms will be reconfigured to ensure social distancing can be maximised where possible. Children should occupy the same seat, and not move seat where possible.
- Doors and windows should be open at all times in order to maximise ventilation in rooms.
- Air conditioning should not be used. Where there are concerns regarding temperature (eg mobile classrooms) the Site Manager should be alerted and any review of health and safety will take place as soon as is possible.
- Stationery should not be shared and will be provided by the school.
- Children will be fully supervised by adults for the entire duration of the day.
- No children will be asked to complete errands, such as returning register boxes.

Expectations of children

When attending school, it is imperative that students follow the rules and expectations outlined below, and throughout this plan. This will help to maintain the whole school community's health, safety and wellbeing, as well as the wider local community.

- Children must only attend school if they, or a member of their household do not have related symptoms of COVID-19.
- Children must act with responsibility and with the best interests of all members of the school community at all times.
- Children must arrive punctually for school and enter their classroom immediately on arrival.
- Year 6 pupils must use their designated entry door and use the school external one-way system at the beginning and end of the day.
- Children and parents must leave the school site at the designated time and not congregate.
- Children must use sanitiser/ wash their hands to clean their hands on entering and leaving the school building.
- Children in year 1 and 6 must sit in the seat directed to by their teacher, there must be no moving of places, or furniture. They must sit in the same seat in the classroom allocated at all times.
- Reception children will work within their individual bubbles.
- Children must not share possessions with others, i.e. stationery, food, clothing are some examples.
- Children will not be required to wear uniform as clothes will need washing after each day in school but will need to wear practical clothes for the school day.
- Children will not be required to bring in a book bag and they will not be allowed to bring in items from home such as cuddly toys.
- Parents and carers of eligible year groups are strongly encouraged to bring in their children but they will not face fines or other sanctions if they don't.
- On sunny days please ensure your child has adequate protection against the sun.
- Please email the teacher of your child's bubble if they have medical needs e.g. use an inhaler.

What happens if there is a confirmed case of coronavirus in our school?

When a child or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should isolate for 14 days. All staff and students who are attending school will have access to a test if they display symptoms.

Where the child or staff member tests positive, the rest of their class 'bubble' within school should be sent home and advised to self-isolate for 14 days. The other household members of that wider class groups do not need to self-isolate unless the child, young person or staff member they live within in that group subsequently develops symptoms.