

Safeguarding measures we have in place for COVID-19

Symptoms of Covid-19

Any child or adult displaying symptoms of coronavirus is not permitted to enter the premises. The most important symptoms of COVID-19 are recent onset of any of the following:

- a new continuous cough;
- a high temperature and/or
- a loss of, or change in, your normal sense of taste or smell (anosmia).

If anyone has any of the symptoms above they, and household members, should self-isolate at home and request a test.

Testing positive for COVID-19

In the event of a child or staff member testing positive for COVID-19, the school will take swift action and liaise with the Department for Education and Public Health South West, and their guidance will be followed. Please can parents/carers immediately report a positive COVID-19 test result for a family member or close contact to the school. Again, advice surrounding this will be sought from Public Health South West.

Lateral Flow Tests

All members of staff are currently testing twice a week for asymptomatic cases and we expect this to continue.

Enhanced cleaning

Cleaning of surfaces such as tables, chairs, door handles and so on takes place at two points during each day, as well as additional cleaning of lunch tables between sittings. Staff have been redeployed as necessary in order to ensure that this is done thoroughly across the school.

Doors and ventilation

To increase ventilation within the school, windows will be open to increase ventilation in all spaces. Due to this, it is advised that all children wear additional layers underneath their school jumpers on cold days.

Social distancing and bubbles

Staff and children work in 'bubbles'. This ensures that children from the infant part of the school (Duckling and Dragonfly) do not come within 2m of children in Key Stage 2 (Otter and Kingfisher). For the vast majority of the time, children mix with their class only.

Although social distancing between all individuals across a school day is not possible, the bubble system helps to reduce the risk of any spread across the school.

Hand washing

Keeping hands clean is one of the most important ways of preventing the spread of Covid-19. Children and adults will be expected to wash their hands or use sanitiser on entry to school in the morning and at other regular points during the day – break times and lunchtimes for example.

Face masks

School staff will not ordinarily wear face masks during the school day. However, if visitors are in the building, such as professionals supporting children, they will wear masks, as will the school staff meeting those visitors. Children do not need to wear face coverings at any time.

As mentioned above, parents and carers should please wear face coverings at pick up and drop off times as these unavoidably involve a significant number of people in one place at one time.

Drop off and collection arrangements

As well as asking you as parents and carers to wear a face covering at these times, please could we also ask that everyone continues to support the following:

- children are only to be dropped off by one member of their household;
- when approaching the school, and when waiting, families must ensure that they observe the 2 metre distancing rule;
- parents/carers must not gather in groups at the school entrances and are requested to leave promptly at drop off and collection;
- parents/carers must arrive at the allotted collection times to ensure there are not excess people waiting who have arrived too early;
- parents and children should always file through the one-way system.

Drop off and collection times

	Drop off	Pick up
Duckling, Dragonfly and their KS2 siblings	8:45 (<i>Please don't arrive before 8:40am</i>)	3:15pm (<i>Please don't arrive before 3:10pm</i>)
Key Stage 2 (Otter and Kingfisher) without siblings	9:00 (<i>Please don't arrive before 8:55am</i>)	3:30pm (<i>Please don't arrive before 3:25pm</i>)

Risk Assessment

We are currently in the process of updating our risk assessment to reflect the most recent guidance from the Department for Education. This is a continual process that is overseen by the Partnership Trust, to ensure that our measures are up to date and effective.

Other practical arrangements for parents to be aware of

Attendance

All children are expected to attend school each day, unless they have an authorised reason for absence.

It is parent/carers' responsibility to phone the school on 01761 490470 by 9.00am on the day to report pupil absence. It is very important that the reason for absence is shared. If a child has an illness such as an upset stomach, headache, sore throat etc, please be clear about whether or not they also have a temperature (or other key COVID symptom). If this is the case, the child should be taken for a COVID test before returning to school.

Borrowed IT equipment

If you have borrowed an iPad to help with remote learning, please return it on the morning of Monday 8th March. Children do not need to bring in their workbooks, and any spare stationery you have had from school can be kept at home.

Remote Learning

In the event that your child is required to self-isolate, class teachers will ensure that work is uploaded to their Class Story on Dojo.

Contact details

Please ensure that the school office has your up to date contact details – phone number, email address and home address. If these have changed, please email pensford_office@pensfordschool.org with the subject title Pupil contact details.

Communication

Due to limited face to face communication, please can all queries and concerns be communicated via Dojo or emailed to the school in the first instance.

Breakfast and After School Clubs

Breakfast club bookings for the week of 8th March should be made [here](#). It is important that places are booked in advance so that we can ensure the bubble system is preserved and employ an extra member of staff for this if necessary.

We are in the process of putting together an offer for after school clubs to begin the week of the 8th March. This will be very similar to the [letter sent out at the end of Term 2](#), relating to the planned clubs for Term 3. Please look out for an updated version in your inbox early next week.