**Chapel Road Primary School**

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**RETURN**

**TO**

**SCHOOL PLAN**

**AUGUST 2020**

$$Educating for Generations $$

$$Building Brighter Futures$$

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**AIM OF THIS PLAN**

To provide clarity on the practical approaches we are implementing to ensure a measured and safe return to school in August 2020.

**INTRODUCTION**

The fight against COVID-19 is not over and is expected to continue for some time. This has serious implications for everyone in society. It is important that we follow the health and government guidance as we set out a plan that will allow us to safely return to school.

The “journey back to normality” for schools will not be one where schools operate on a “business as usual” basis. The ‘journey’ will be navigated carefully and remain parallel to Public Health Agency (PHA) guidance on management of the COVID-19 response and the Northern Ireland Executive’s regulations.

**RETURN PLAN AUGUST 2020**

From the outset, it is important to state that public health advice, at the time of school opening will always prevail over the aspirational planning assumptions made within this Return Plan. The plan will be reactive to any changes in scientific and public health advice and therefore, is subject to change, at what could be short notice.

This Return Plan is specific to Chapel Road Primary School and has been drawn up following due consideration of the most recent health guidance and the resources we have available to us as a school community. This Return Plan is based on the what we deem to be the ‘best’ and most suitable way forward for our staff, children and their families. The implementation of the new routines and procedures will be challenging and we expect some initial disruption as we try to ‘train’ everyone in the ‘new’ practices that will keep us safe and in good health moving forward. Effective communication, respect for all and trust in each other will be essential in the success of our safe return to school.

**COVID-19 Risk (DE Guidance 19 June 2020)**

The risk of the disease being transmitted is higher the closer the contact, the greater the exposure to respiratory droplets (for example from coughing), or the longer the duration of the contact. A High Risk Contact is a person having had face to face contact with a COVID-19 Case within 2 metres for more than 15 minutes. Passing in corridors and short periods of contact does not therefore present a significant risk to staff or pupils.

**Social distancing and increased hygiene measures will be introduced throughout the school.**

**POSSIBLE RETURN PLANS**

Whilst Northern Ireland has made positive gains in our response to the pandemic, we recognise that we must be prepared for any changes in circumstances moving forward.

We are currently preparing for PLAN B.

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| PLAN A | PLAN B | PLAN C | PLAN D |
| Whole School Back | Whole School Back | Blended Learning | Lockdown-School is Closed |
| School is fully operational with all aspects of school life running as normal.  | All pupils return to school using the ‘Protective Bubbles’ strategy.There is a focus throughout on Numeracy, Literacy and pastoral support in each classroom. Additional outdoor time is built into the ‘recovery’ curriculum.  | Classes are split into 2 groups. Each group attends school for 2 days and engages in Remote Learning for 3 days each week.Group A-Monday and Tuesday Group B-Thursday and FridayFamily groups would attend on the same days.  | Pupils and staff are fully engaged in Remote Learning. We will continue to use Microsoft Teams.  |

**SOCIAL DISTANCING- ‘PROTECTIVE BUBBLES’**

We recognise that the ‘strategic objective is to achieve maximum face-to-face teaching time for all pupils at the earliest opportunity and that ‘where social distancing cannot reasonably be applied a ‘protective bubble’ strategy can be adopted.’ **(DE Guidance 19 June 2020)**

On the 18 June 2020 the Executive agreed that the current social distancing guidance of 2m must be followed between all adults within the education sector but that a distance of 1m is appropriate between children and young people while using a ‘protective bubble’ strategy. ‘Keeping children and young people in ‘protective bubbles’ is a means of decreasing interactions between groups until further easing of measures is possible based on the public health situation. Where ‘protective bubble’ measures are used, social distancing between the adult staff working with such groups should also be maintained as much as possible.’

**We are planning to adopt the ‘protective bubbles’ strategy.**

By using this strategy, we will be able to welcome all pupils back to school for the new term and begin to address the individual needs of pupils through a curriculum that is based on ‘recovery’ with an emphasis on health and mental well-being.

**The use of ‘protective bubbles’ will cover all aspects of the school day from arrival to collection.**

In setting up rooms to meet the social distancing rules, our classes will need to be split across rooms/areas to fit everyone in. To manage the return of all pupils, we will have to use every available space within the school and carefully manage the use of staff to provide a mixture of face to face teaching and supervised learning overseen by the teacher. The children will be introduced to the daily routines during their transition session in late August.

**HYGIENE**

Regular and thorough attention to hygiene is essential to deter spread of the virus.

Handwashing will be timetabled and supervised throughout the school day. Classrooms and public areas including entrances/exits will be equipped with sanitisers. Regular cleaning of surfaces will take place to ensure the highest standards in safety.

Children should begin if not already to practice the correct handwashing routines at home in preparation for their return to school. There are videos and visuals online to support this routine. Also the process of what to do when they sneeze or cough. The development of these safe routines are essential as we move forward and enter our school bubbles. Reinforce the “catch it, bin it, kill it” approach and coughing into the elbow if they don’t have a tissue.

Children will be discouraged from touching their eyes, face, nose and mouth, putting hands/fingers into their mouths.

**SUSPECTED CASE of COVID-19**

If your child or any member of your family is unwell with suspected COVID 19, please follow the health guidance. Children who are unwell must stay at home.

If during the school day, a child presents with any symptoms of COVID 19, (elevated temperature, continuous cough, change in taste/smell) he/she will be removed from the class ‘bubble’ and taken to the designated isolation room where he/she will be supervised until collected. The designated room will then be deep cleaned. We will share further details on this process closer to our return to school.

**PUPILS WITH MEDICAL NEEDS**

Please contact us prior to 24th August 2020 if your child has medical needs.

**MOVING AROUND THE SCHOOL**

Staff will engage in meetings during the week of the 17th-21st August to plan the daily workings of their class and agree timetables for the daily movement of children and adults during the school day. Staff will be familiar with the new routines and procedures prior to the children returning to school and will plan the delivery of training the children in their new ‘normal’. Wall and floor markings will guide and remind pupils and staff about how to keep safe. One way systems will operate and staggered timetables will exist to ensure the ‘bubbles’ remain isolated from each other. This will be kept under review.

**ARRIVAL AND COLLECTION**

We are not operating staggered times for arrival and collection. However, we will need everyone to understand that the drop off and collection of the children will be managed very carefully and may take longer than usual. We expect traffic congestion and would ask if you can use alternative routes to dropping the children off by car please explore these. This is especially applicable for the older children who may be able to walk up from Shepherd’s Glen or Chapel Road.

Arrival will operate from 8.45am and pick up will operate at the end of your child’s school day.

Please note arrangements for Primary 1 children will be different and sent out by email to parents.

DROP-OFF

Each car will be asked to stop and drop their child or children at the assembly hall gates where they will be met by a member of staff. The children will be directed into school through the designated entrance. Parents will not have access to the school building as we try to cope with the new routines and ensure that the children are safe and settled. Parents will need to contact the school by email or telephone to pass on information to the teacher. This is not in keeping with our welcoming and friendly school ethos and we will find it difficult to maintain such a strict regime. Unfortunately, this is the safest approach for everyone and essential in helping us secure a safe return.

We hope that this process will not remain in place for too long and restrictions will be lifted over the course of the first term.

If you walk your child to school, you will be asked to leave your child at the bottom of the steps leading up to the main reception of the school. A staff member will meet the children there.

Children walking up from Shepherd’s Glen and the ‘avenue’ must also use the gate at the main reception area.

Please contact the office after the 17th August if you have specific questions about this.

**LUNCH/CANTEEN ARRANGEMENTS**

Children will be asked to bring a healthy morning break to school when they return to school. They will place this in their tray on their desk.

A water bottle can be brought from home.

Lunch boxes will be set under the child’s desk.

Lunch will be eaten in the classroom and canteen dinners will also be served in the classroom.

**HOMEWORK**

Our initial focus will be on the smooth and safe reintegration of the children into school. During the week of the 17th August, the class teacher will make contact with you by email. This email will outline key information and inform you about homework and other class work.

It is expected that the use of Microsoft Teams will be used to communicate homework in the month of September. This will be kept under review.

**VISITORS TO SCHOOL- ‘NOBODY SHOULD BURST OUR BUBBLE’**

We want the class bubbles to remain protected and for that reason we will be adhering to strict guidelines on visitor access to the school. Visitors will be asked to phone the office prior to visiting the school. Procedures will be in place to manage access to visitors who have clearance and must attend for essential school business.

Should parents need to collect children during the school day, they will also need to phone the office and we will arrange safe collection.

We hope these measures will not be in place for long and we can resume to a more informal approach very soon. Please do not hesitate to contact us if you need to speak to us. You will always receive a warm response and assistance will be provided as normal. We are still here for our whole school community, even if it is at a distance.

**IMPORTANT DATES**

\*Staff return to school on Monday 17th August.

\*Confirmation is on Thursday 20th August. Mr. Morrison’s class at 2.00pm and Miss Whoriskey’s class at 5.00pm.

\*P7 pupils return to school on the Monday 24th-28th August from 9.00am to 12.00pm.

\*P5 and P6 pupils are invited to attend a transition session on Tuesday 25th August-9.15am-11.45am

\*P3 and P4 pupils are invited to attend a transition session on Wednesday 26th August- 9.15am-11.45am

\*P2 pupils are invited to attend a transition session on Thursday 27th August-9.15am-11.45am

\*Induction for P1 pupils will take place on Friday 28th August between 9.15am and 11.45am. Details will be emailed to parents.

\*The P2 to P6 transition sessions will provide an opportunity for the pupils and staff to become familiar with each other and the new routines.

\*First Holy Communion is on Monday 28th September at 4.00pm. Mrs Mc Cann has already emailed parents with prayers in preparation for this sacrament.

\*Your child will need a school uniform, a coat and a packed lunch (where needed) including a healthy morning snack/water. To reduce cross contamination between school and home, we will not be asking the children to bring anything in from home or sending items home with the children. This will be our starting point as we focus on a safe return but hopefully, we will be able to move on from this situation as we settle into school. School dinners will be served in the classrooms for the month of September with a review if and when circumstances change.

\*Each child will have their own individual tray with everything they need to use during the school day.

\*Clubs will not run when we first return to school. This will be reviewed as we move forward.

\*School will be closed on Monday 31st August for the Bank Holiday. P2 to P7 will be asked to attend the full school day from Tuesday 1st September. P2 children will attend to 2.00pm. P1 children will attend from 9.00am to 12.00pm for the first week and until to 2.00pm for the second week.

\*Holidays for the academic year 2020/21 will reflect the early start in August and are copied into this document.

This Return Plan is relevant until the current guidance changes. Additional information will be sent out during the week 17th August-21st August 2020. I hope it has answered some of the questions you may have. More details will follow as with all updates surrounding the pandemic, they are subject to change. It will be important that we work together and that we all take personal and collective responsibility for the safety of ourselves and others. If you have questions that are specific to your child or family, please email the info account from the week of the 17th August.

I hope you will appreciate that I am now going to take a few weeks away from work and enjoy some much needed rest and family time. Having said that, please do not hesitate to email us and I will continue to respond to urgent queries/requests.

Take care and God Bless

Mrs Bacheta

**School Holiday Calendar - 2020-2021**

Use this colour coded key to read our holidays.

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| --- | --- |
|  | Children attend school |
|  | Holidays/Staff Development days |
|  | Weekend |

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| **August 2020** |

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| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | Staff return17\* | 18\* | 19\* | 20\* | 21\* | 22 |
| 23 | See notes below for this week 24\*\* | 25\*\* | 26\*\* | 27\*\* | 28\*\* | 29 |
| 30 | 31 |  |  |  |  |  |

August 2020-Return to school in August begin on the 24th with a phased approach. See below.

P7 pupils return to school on the Monday 24th-28th August from 9.00am to 12.00pm.

P5 and P6 pupils are invited to attend a transition session on Tuesday 25th August-9.15am-11.45am

P3 and P4 pupils are invited to attend a transition session on Wednesday 26th August- 9.15am-11.45am

P2 pupils are invited to attend a transition session on Thursday 27th August-9.15am-11.45am

Induction for P1 pupils will take place on Friday 28th August between 9.15am and 11.45am. Details will be emailed to parents.

School closed on Monday 31st August 2020.

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| **September 2020** |

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| **October 2020** |

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| **November 2020** |

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| **December 2020** |

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| **January 2021** |

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| **February 2021** |

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| **March 2021** |

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| **April 2021** |

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| **May 2021** |

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| **June 2021** |

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