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| **COVID-19 Outbreak Management Plan**  **Baines Endowed VC School, Thornton**  This document complements the Lancashire County Council COVID-19 risk assessment template which is due to be published early September 2021. |

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**Introduction**

The school has prepared this outbreak management plan alongside Governors and staff in case school need to put additional measures in place based on ongoing risk assessments and Government/NHS/DfE guidance in regard to Covid-19.

This plan sits alongside the existing risk assessments in place and should also be read alongside any updated Government, NHS, and DfE guidance.

Should the need arise to adapt ‘normal’ school arrangements, the plan is designed to follow the same format that school operated between March 2020 and July 2021. This will allow staff, children and their families to feel confident and familiar with our systems and also ensure that we can adapt the routines in school successfully in the future, if required.

This plan will only be put into place ***should*** it be needed. At the start of our management plan we would like to highlight 2 key points.

1. **School has been running successfully through the entire pandemic; leading remote learning during two school closures, ensuring provision for children of critical workers, reopening to Reception, Year 1 and Year 6 in summer 2020 and then reopening to the whole school in September 2021. Staff in school are now experienced in running systems and procedures to ensure education continues during the restrictions due to Covid-19.**

**In the event of any future Government measures, school is confident, experienced and prepared to meet the needs of all children.**

1. **We are happy to discuss concerns or issues not raised within our planning. We, as a school, understand every aspect of how school will be organised and are confident in our procedures, but we appreciate parents may have questions for us.**

As we continue on our journey together, we hope that the following pages show how school would adapt and change ***if*** needed based on future Government//NHS/DfE guidance and advice. This plan will be reviewed regularly and alterations may be made depending on our ongoing evaluations or based on any further Government guidance. We must stress that everything in today’s world is open to change as I’m sure you are aware and ask that you continue to check our website for updates.

**Section B**

**In the event of a Covid-19 outbreak we may be asked to implement further control measures to support the reduction of the virus spreading. In this case, we would continue to run school with the measures outlined in this section. As with every aspect of school, this would be reviewed in light of Government/NHS/DfE**  **guidance.**

1. **Wrap around provision and school lunches**

As a school we understand the importance of the Breakfast and After School Club as wrap around provision. Where possible, Early Birds and JBs would continue to provide this service in school and would liaise with parents regarding how this will run. If this is not possible, then the teaching staff would provide a small amount of care at the beginning and end of the school day – 8.30am – 4pm.

School lunches will continue to be provided for children, but lunchtimes would be staggered as outlined in the plan.

1. **Class organisation**

We will revert back to whole class groups staying in one bubble with the staff who work with them. The re-organised school day will ensure that mixing between groups of children is limited to their own classes. Each year group will operate within a specific ***learning zone***. Classes may be organised in rows with less furniture around the room except for Key Stage 1 where the layout will allow for continuous provision and small group work. Children in Years 3-6 may only sit side by side on a table and face the front. Break times will also see classes remaining together in an allocated ***play zone.*** Children will not cross into other classes as zones will continue be clearly marked to play in.

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| **Reception** | |
| Class teacher | **Miss Rachel Bennett** |
| Learning zone | **Reception** |
| Main Play Zone | **Reception Play Area or KS1 playground when no other classes are using it** |
| Main T.A Support | **Mrs Alison Rothwell** |
| Entrance and exit point | The Bay Horse entrance – Main gate off Station Road and then down by the side of the hall following the path to the Reception door at the bottom of the Key Stage 1 corridor. |
| Drop off time | 9:00 am |
| Lunch | 11:50 am |
| Finish | 3:20 pm |

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| **Year 1** | |
| Class teacher | **Mrs Nicola Holland** |
| Learning zone | **Year 1 Classroom** |
| Main Play Zone | **KS1 playground in a specific coned zone area** |
| Main T.A Support | **Mrs Michelle Clueit** |
| Entrance and exit point | The Year 1 Patio Door off the playground |
| Drop off time | 8:50 am |
| Lunch | 12:00 noon |
| Finish | 3:10 pm |

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| **Year 2** | |
| Class teacher | **Mrs Nicola McPhee** |
| Learning zone | **Year 2 Classroom** |
| Main Play Zone | **KS1 playground in a specific coned zone area** |
| Main T.A Support | **Miss Evonne Hill** |
| Entrance and exit point | The Year 2 Patio Door off the playground |
| Drop off time | 9:00 am |
| Lunch | 12:10 pm |
| Finish | 3:20 pm |

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| **Year 3** | |
| Class teacher | **Mrs Lizzie Hedges** |
| Learning zone | **Year 3 Classroom** |
| Main Play Zone | **KS2 playground opposite The Bay Horse – allocated time – 10.20am** |
| Main T.A Support | **Mrs Sam Bannister** |
| Entrance and exit point | The Year 3 classroom Fire Door opposite The Bay Horse on Station Road |
| Drop off time | 8:50 am |
| Lunch | 12:00 noon on one side of the School hall |
| Finish | 3:10 pm |

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| **Year 4** | |
| Class teacher | **Miss Rachel Wilks** |
| Learning zone | **Year 4 Classroom** |
| Main Play Zone | **KS2 playground opposite The Bay Horse – allocated time – 10.35am** |
| Main T.A Support | **Mrs Jo Allen/Miss Michelle Lattimer/Mrs Angela Weston** |
| Entrance and exit point | The School door opposite The Bay Horse on Station Road on Station Road |
| Drop off time | 8:50 am |
| Lunch | 12:00 noon |
| Finish | 3:10 pm |

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| **Year 5** | |
| Class teacher | **Mr Ben Leah** |
| Learning zone | **Year 5 Classroom** |
| Main Play Zone | **KS2 main playground – allocated area (Football Pitch Area or Trim Trail Area) to be used every alternate week** |
| T.A Support | **Mrs Kim Ryder/Miss Rebecca Thornton** |
| Entrance and exit point | The School door opposite The Bay Horse on Station Road |
| Start | 8:40 am |
| Lunch | 12:30 pm |
| Finish | 3:00 pm |

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| **Year 6** | |
| Class teacher | **Mrs Sian Andrew** |
| Learning zone | **Year 6 Classroom** |
| Main Play Zone | **KS2 main playground – allocated area (Football Pitch Area or Trim Trail Area) to be used every alternate week** |
| T.A Support | **Mrs Katie Buck/Mrs Gillian Day** |
| Entrance and exit point | The Year 6 corridor Fire Exit opposite the gate on School Road |
| Start | 8:40 am |
| Lunch | 12:30 pm |
| Finish | 3:00 pm |

**Drop off and collection of children**

*Please see section 10 for drop off and collection procedures.*

***Drop off***

For households where more than 1 pupil attends school in different year groups, both children can be brought to school together as they are siblings living in the same house. Each child should be dropped off at their classroom at their allocated time

***Pick up***

Each child should be collected from school at their allocated time.

1. **Timetable Summary**

Our school day has been amended in order to be able to accommodate the staggered pick up and drop off times. However, all children are still in school for their recommended amount of time as prescribed by the Government.

| **Event** | **Time** | **Further information** | |
| --- | --- | --- | --- |
| **Drop off and entrance to school** | **Reception Drop Off**  9.00 am | **Reception parents enter via the Station Road gate opposite The Bay Horse.**  Parents and children will walk down the path alongside the hall and queue. This will be marked will social spacing. They will hand over their child to the Reception staff at the door at the bottom of the KS1 corridor and leave the premises immediately the same way they entered. | |
| **Year 1 Drop Off**  8.50 am | **Year 1 parents enter via the School Road gate opposite the main School Reception.**  Parents and children will walk into the school grounds, maintaining a safe distance between themselves and others. Whilst waiting, parents should keep to the one metre rule.  They will hand over their child from the classroom door and must leave the school grounds immediately the same way they entered. | |
| **Year 2 Drop Off**  9.00 am | **Year 2 parents enter via the School Road gate opposite the main School Reception.**  Parents and children will walk into the school grounds, maintaining a safe distance between themselves and others. Whilst waiting, parents should keep to the one metre rule.  They will hand over their child from the classroom door and must leave the school grounds immediately the same way they entered. | |
| **Year 3 Drop Off**  8.50 am | **Year 3 parents enter via the Station Road gate opposite The Bay Horse.**  Parents will make their way to the Year 3 Exit door and wait there, maintaining a safe distance from other parents.  They will hand over their child from the classroom Exit door and must leave the school grounds immediately the same way they entered. | |
| **Year 4 Drop Off**  8.50 am | **Year 4 parents enter via the Station Road gate opposite The Bay Horse.**  Parents will make their way into the playground and wait there, maintaining a safe distance from other parents.  Once the doors are opened the children will file into school, parents must leave the school grounds immediately the same way they entered. | |
| **Year 5 Drop Off**  8.40 am | **Year 5 parents enter via the Station Road gate opposite The Bay Horse.**  Parents will make their way into the playground and wait there, maintaining a safe distance from other parents.  Once the doors are opened the children will file into school, parents must leave the school grounds immediately the same way they entered. | |
| **Year 6 Drop Off**  8.40 am | **Year 6 parents wait on School Road, along the side of the railings, with their child.**  Once the Exit door by the Year 6 classroom is open, the children will file into school, parents must leave the area immediately so that members of the public are able to walk safely along the pavement. | |
| **Morning timetable** | AM | Teachers will plan for the children using the curriculum already in place. They will be organising Home Learning in English, Maths, Grammar, Phonics and Reading with Foundation subject work allocated to enhance the topic being studied. | |
| **Breaks staggered**  EYFS - 10:20  Year 1 – 10:20  Year 2 - 10:20  Year 3 – 10:20  Year 4 – 10:35  Year 5 – 10:20  Year 6 – 10:35 | Morning breaks to be 10 minutes in a designated play zone for each class.  Staff within classes will have opportunity to swap within the designated break for toilet and a drink. | |
| EYFS and KS1 | KS2 |
| EYFS - 10:20am – EYFS play area or in the KS1 playground when no other children are present  Year 1 – 10:20am – KS1 playground – coned area  Year 2 - 10:20am – KS1 playground – coned area | Year 3 – 10:20am – Playground on Station Road  Year 4 – 10:35am – Playground on Station Road  Year 5 – 10:20am – KS2 playground  Year 6 – 10:35am – KS2 playground |
| **Lunch** | **Lunch**  11:50 pm – 1:00 pm | **EYFS, Year 1 and Year 2**  Welfare staff allocated to each class to assist with lunchtime.    Reception and Year 1 children will eat in the school dining hall. Both classes will be in the hall together, with tables distanced. They will remain in the dining Hall until the class have finished their lunch and then have supervised play on their allocated playground.  Year 2 will play out in the KS1 playground until 12 20pm. They will then eat in the dining room after Year 1 have finished their lunch. | |
| **KS2**  Welfare staff allocated to each class to assist with lunchtime.    **Year 3 and 4**  12.00 noon - They will eat in the school hall on long tables with a safe distance between them.  12.25pm when they have finished, they will play on the KS2 playground.  **Years 5 and 6**  12.00 noon - They will play on the KS2 playground.  12.25pm - They will eat in the school hall on long tables with a safe distance between them.  In the event of wet weather, the children will return to their individual classrooms for the remainder of their lunchtime. | |
| Afternoon timetable | **Afternoon curriculum** | Teachers will continue to deliver the schools wide and balanced curriculum in the afternoons. Details of the school curriculum can be found on school website.  Alterations to the curriculum will be led by the teacher after considering home learning and evaluating the needs of the children. | |
| **Breaks staggered** | Staff within classes will have opportunity to swap within the designated break for toilet and a drink.  EYFS -whenever appropriate – EYFS play area or in the KS1 playground when no other children are present  Year 1 – 2:10pm – KS1 playground – coned area  Year 2 - 2:10pm – KS1 playground – coned area  Year 3 – 2:10pm – Playground on Station Road  Year 4 – 2:20pm – Playground on Station Road  Year 5 – 2:10pm – KS2 playground  Year 6 – 2:20pm – KS2 playground | |
| Leaving at the end of the day | 3.00pm | **Year 5 parents enter via the Station Road gate opposite The Bay Horse.**  Parents will make their way into the playground and wait there, maintaining a safe distance from other parents.  Once the doors are opened the children will file out of school. Staff will ensure they see a responsible person and then parents must leave the school grounds immediately the same way they entered.  **Year 6 parents wait on School Road, along the side of the railings, with their child.**  Once the Exit door by the Year 6 classroom is open, the children will leave school. Staff will ensure they see a responsible person and then parents and children must leave the area immediately so that members of the public are able to walk safely along the pavement. | |
| 3.10pm | **Year 1 parents enter via the School Road gate opposite the main School Reception.**  Parents and children will walk into the school grounds, maintaining a safe distance between themselves and others. Whilst waiting, parents should keep to the one metre rule.  The staff will open the door and ensure there is a responsible adult waiting for the child. Once this is completed, the adults and children must leave the school grounds immediately the same way they entered.  **Year 3 parents enter via the Station Road gate opposite The Bay Horse.**  Parents and children will walk into the school grounds, maintaining a safe distance between themselves and others. Whilst waiting outside the Year 3 Exit door, parents should keep to the one metre rule.  The staff will open the door and ensure there is a responsible adult waiting for the child. Once this is completed, the adults and children must leave the school grounds immediately the same way they entered.  **Year 4 parents enter via the Station Road gate opposite The Bay Horse.**  Parents and children will walk into the school grounds, maintaining a safe distance between themselves and others. Whilst waiting, parents should keep to the one metre rule.  The staff will open the door and ensure there is a responsible adult waiting for the child. Once this is completed, the adults and children must leave the school grounds immediately the same way they entered. | |
| 3:20 pm | **Reception parents enter via the Station Road gate opposite The Bay Horse.**  Parents will walk down the path alongside the hall and queue. This will be marked will social spacing. The Reception staff will open the door at the bottom of the KS1 corridor and ensure that all children are collected by a responsible adult. They must then leave the premises immediately the same way they entered.  **Year 2 parents enter via the School Road gate opposite the main School Reception.**  Parents will walk into the school grounds, maintaining a safe distance between themselves and others. Whilst waiting, parents should keep to the one metre rule.  The staff will open the door and ensure there is a responsible adult waiting for the child. Once this is completed, the adults and children must leave the school grounds immediately the same way they entered.  *Parents are asked to leave the school site once they have collected their children and not stay around for conversations.* | |

1. **Risk Control and Procedures**

Whilst not exhaustive, below are the key control measures that apply from previous government guidance and current school control measures. Many of these have been in place since the start of the pandemic. These measures would be reviewed and refreshed based on current Government guidance.

| **Key Government advice on control measure** | **Key school control measures** |
| --- | --- |
| Minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, do not attend childcare settings, schools or colleges. | Advice sent to parents and whole school community on self-isolation in case of symptoms.  Children are to be sent home if they have symptoms and follow Government procedures for this – outlined in section 6. |
| Cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered. | All children wash hands on entry to school and at key points during the day including break times and lunch times.  School supplied with adequate supply of soap and hand sanitiser.  Hygiene rules discussed with children regularly and poster evident around school. |
| Ensuring good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach. | Tissues available and all children briefed on procedures of blowing noses. Lidded bins in each area to dispose of.  Children briefed on importance of behaviour and school rules revisited with them. |
| Cleaning frequently touched surfaces often using standard products, such as detergents and bleach. | Each classroom to have its own cleaning materials. All surfaces cleaned at the end of each day, at the start of the day and during the day.  All lunch boxes to be sanitised on entry to school by school staff.  Cleaning procedures monitored at start and end of day and a daily evaluation of cleaning by Site Supervisor/Headteacher.  Additional school closure to be used to deep clean and prepare site. If required. |
| Minimising contact and mixing by altering, as much as possible, the environment (such as classroom layout) and timetables (such as staggered break times). | Each class is allocated its own learning zone which will remain in place for that class.  Playtimes staggered with only one group going into an allocated area. See timetable. |
| Refresh your risk assessment and other health and safety advice for children, young people and staff in light of recent government advice, identifying protective measures (such as the things listed below). Also ensure that all health and safety compliance checks have been undertaken before opening. | Daily health and safety check completed by Site Supervisor/Headteacher.  School risk assessments reviewed weekly or as required and adapted upon review to reflect any occurring incidents. |
| Organise small class groups, as described in the ‘class or group sizes’ section above. | Children within usual class with no/limited mixing within the wider school. |
| Organise classrooms and other learning environments such as workshops and science labs for those groups, maintaining space between seats and desks where possible. | Unnecessary furniture removed if it restricts space.  Tables in KS2 laid out in rows with sufficient distance between them. Each child allocated their own table space and resources. |
| ***Refresh the timetable:***   * Decide how lessons or activities will be delivered * Consider which lessons or classroom activities could take place outdoors | The curriculum across school will continue as usual.  Wider review of shared resources to ensure cleaning of shared resources can take place. |
| Use the timetable and selection of classrooms or other parts of the learning environment to reduce movement around the school or building. | Each class will have their own remain in their own classroom, only requiring to leave for play time and lunch.  Lunch will be staggered and the dining hall and school hall will be cleaned before a new group of children comes in. |
| Assembly groups. | Children will only have assemblies and worship in their own class.  Merit Assembly via Zoom. |
| Stagger break times (including lunch), so that all children are not moving around the school at the same time. | Play times and lunches staggered – as outlined in timetable section. |
| Stagger drop-off and collection times. | Each group allocated a separate drop off and collection time as outlined in class organisation in **Section 2 and timetables in Section 3.** |
| Plan parents’ drop-off and pick-up protocols that minimise adult to adult contact. | Different drop off points and times as noted in **Section 1.** Parent guidance in place - see **Section 8.** |
| Consider how to keep small groups of children together throughout the day and to avoid larger groups of children mixing. | **Classes:** Children in classes of their own year group and do not cross into other groups.  **Toilets:**Classes will be allocated a toilet and toilets will be cleaned regularly throughout the day, following an hourly timetable.  Only one child at a time will be allowed into the toilet areas. All other children will need to line up outside following the distance rule. |
| Consider how play equipment is used ensuring it is appropriately cleaned between groups of children using it, and  that multiple groups do not use it simultaneously. | All play equipment allocated to each individual class.  Any PE equipment used will be sanitised between class usage. |
| Remove unnecessary items from classrooms and other learning environments where there is space to store it elsewhere. | Classroom to be organised and stripped down to bare minimum furniture and resources **as much as is possible**.  This is to be decided by the classroom staff. |
| Remove soft furnishings, soft toys and toys that are hard to clean (such as those with intricate parts) | Classroom to be organised and stripped down to bare minimum furniture and resources **as much as possible** as decided by the class teacher. |
| Consider how children and young people arrive at the education or childcare setting, and reduce any unnecessary travel on coaches, buses or public transport where possible. | Children all walk or are dropped off by parents in cars.  Staggered drop off and collection times.  Allocated areas for collection and pick up as articulated in timetable. |
| Visitors to school restricted | Please see our school visitor policy  No visitors permitted in school during lockdown. |

1. **Summary of Key protective measures to be implemented**

**(under regular review)**

1. Staggered drop of times, allocated drop off areas, no parents allowed into school and systems in place for entering and leaving the school site to ensure organisation and provide social distancing for key flashpoints in the day. (See timetables – section 3)
2. Social distancing drop offs marked with cones or signs.
3. No parents allowed into school – any queries to be dealt with at drop off with a distance of 2 metres, but encouraged to contact via telephone or Dojo.
4. Strict handwashing procedures upon entry to school and key points.
   * 1. Entry to school
     2. Before break and snack
     3. After break one
     4. Before lunch
     5. After lunch
     6. Before break
     7. After break three
     8. Before going home
5. All children kept in their allocated classes and play areas to ensure less contact between people in school.
6. Classrooms laid out in rows in KS2. Children allocated their own work space, sitting next to another child facing the front. These work spaces will be decided at the discretion of the class teacher and where possible will remain the same.
7. Children all allocated with their own resource pack and work space.
8. Work spaces and key classroom surfaces cleaned regularly throughout day.
9. Cleaning staff and all staff carrying out additional cleaning of key areas throughout the day – additional cleaning of handles and key surfaces.
10. Deep cleaning planned during school breaks and before wider reopening.
11. Audit of cleaning at start and end of every day with Site Supervisor/Headteacher.
12. All children informed of health and safety, school rules and refresh of rules. In particular continued keeping of safe spaces when possible.
13. All children briefed on the ***catch it, kill it, bin it*** strategy regularly.
14. Tissues available for each child.
15. Bins for each class to have lids on.
16. Unnecessary resources such as soft toys packed away.
17. Play equipment outside not to be used.
18. Play equipment indoors and shared resources used to be cleaned daily.
19. All classrooms have own cleaning equipment allocated to them.
20. First aiders to look after their own class – all classes have a first aid kit.
21. Cleaning staff to be briefed on cleaning procedures and wear gloves for cleaning.
22. Fire drill practised – children to assembly in usual areas, which are socially distanced from each other.
23. Clear procedures following Government guidance as identified in section 5 should anyone become unwell, show symptoms or is diagnosed.
24. School Emergency Plan in place.
25. No books and equipment to be sent home or brought into school initially. This will remain under review.
26. **Emergency procedures**

Key emergency procedures are important and below are some details of key considerations which are important to be aware of.

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| Issue | Action | Further action/consequence |
| Child/staff member becomes ill with symptoms or is diagnosed | Follow Government guidance.  See below (a and b)  *Child/staff member is isolated within school in intervention room.*  *The government has identified that children/staff showing symptoms will be eligible for a test.* | Potential for other pupils to become ill.  Advise to complete PCR for close contacts.  Possible potential need to close school. |
| Fire | Fire drill held for new class organisation and social distancing measure | Fire drills in the first week |
| Accident on site | First aider with each class at all times.  Paediatric First aider available for EYFS at all times. | Daily review of first aid equipment |

1. **Parent Key Guidance**

Below are key points which may support parents in understanding of the return to school system.

* School staff are now incredibly experienced at working in these circumstances so reverting to these procedures would be seamless for the children.
* Attendance at school is statutory.
* Staff are very aware of how children can feel with school disruption. We would like to reassure all parents that emotional well-being and mental health will be a key priority
* Any concerns can be communicated via email to the school and will be responded to within 24 hours.
* Additional guidance and parental support will be published as and when necessary.

1. **Parent consultation – evaluations, clarifications and updates**

Throughout the pandemic parents have asked questions about areas of school which are very useful. Answers to these questions are detailed below as they support understanding of the procedures in this plan.

Toilet arrangements

With regular cleaning toilets can be used by different children. However, to support this we are continuing to allocate certain toilets areas to certain classes.

Medical concerns

If there has been any change in medical details for your child, we ask that you notify us by emailing into school. Please email [bursar@bainesendowed.lancs.sch.uk](mailto:bursar@bainesendowed.lancs.sch.uk) and we can organise a telephone consultation with you.

Social distancing and behaviour

It is acknowledged by the Government that children and school settings are unique and social distancing is not always possible. However, we do our very best by providing individual spaces both for whole classes and at playtimes.

We discuss our school rules with the children which are viable. We also continue to discuss good hygiene and social spacing rules. We continue to remind children to distance themselves from others and during the pandemic, children have worked within these boundaries successfully. This has worked really well with children playing and interacting.

We are very fortunate in our school to have such lovely grounds and the use of Outdoor Learning and children who have been in school during the pandemic have thoroughly enjoyed and benefited from their work and play experiences.

Behaviour in school is outstanding. We continue to adhere to our school rules and Behaviour Policy.

Learning in EYFS

Learning in the EYFS and Year 1 is different to other parts of school. Despite the new school measures in place, Reception children will still be working towards their Early Learning Goals and Year 1 will continue to use continuous provision as part of the learning process. Although resources and the context may look slightly different, they will still be provided with opportunities to explore and be creative and work within the areas of learning so crucial for this year group.

Children in the EYFS and Year 1 will still be involved in continuous provision and their classrooms will continue to look different to the classrooms in Years 2-6. It is important to remember that children are not always going to social distance, in particular this applies to the younger children in Reception and Year 1.

Clarification of pick up and drop off

We fully understand that **drop off** and **pick up** from school can be challenging using our new systems. We would like to thank everyone for their calm approach and support with these new procedures.

Having evaluated these procedures during the previous pandemic and to further support the smooth running of drop off and pick up of children, please note the below clarification points. We hope these will help everyone feel more confident and ensure everyone’s safety.

1. Please do not bring dogs onto school premises.
2. Only have one adult collecting and accompanying your child/children into or out of school to reduce the numbers of people on the school site.
3. At the end of the school day, please wait in the designated queuing areas until your child arrives.
4. Please leave via the systems described above and do not wait on the school premises to hold conversations once you have dropped off or collected your child/children.
5. When queuing, please ensure social distancing.

Parents are asked to email in concerns or queries so school can continue to work closely with the community, consult with our families and add clarification to any issues.

Please email into: bursar@bainesendowed.lancs.sch.uk

*Section C*

In the event of school closure due to Covid-19, school will continue the education of all children in line with our remote learning polices. These can be accessed on our school website.

**When possible** and **if required**, school will work within Government guidance to continue to provide care for vulnerable children and children of critical workers as during previous school closure periods. Parents will be sent details of applying for these places upon the event of a school closure.