

September 2020

Welcome back!

We are very pleased to be welcoming students back.

The following actions, based on advice from Public Health England, set out our protective measures for children and staff in the return to School.

We hope they offer some reassurance around the safety of your child, whilst on site.

There cannot be a 'one-size-fits-all' approach, so bear in mind that our measures may differ from those of a larger school.

1. Pupils who are unwell with coronavirus (COVID-19) symptoms, or who have someone in their household who does, SHOULD not attend school.

Anyone in the school showing symptoms, **must and will** be sent home and advised to follow [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#).

Please support us in arranging prompt collection of your child and ensure we have up to date contact details of **AT LEAST 2 EMERGENCY CONTACTS**.

2. Face coverings in school

The government is not recommending universal use of face coverings in all schools.

We feel that our low numbers in classrooms, and around the buildings, allows for social distancing to be maintained.

Face coverings are not necessary in the classroom, even where social distancing is not possible. Face coverings would have a negative impact on teaching and their use in the classroom should be avoided.

We recognise that some students will need to use a face covering on their journey to school. **On arrival, students should wash or sanitise their hands before removing the mask, and store in a sealable bag/container.**

3. Clean hands thoroughly more often than usual

We will ensure that pupils clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating. If using a tissue, we will encourage 'Catch it, bin it, kill it.'

4. Enhanced cleaning

We have an enhanced cleaning schedule in place across all centres.

For frequently used equipment, such as pencils and pens, it is recommended that pupils have their own items that are not shared.

Classroom based resources, such as books and games, can be used and shared within the bubble; these will be cleaned regularly, along with all frequently touched surfaces.

Children's Support Service

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Resources that are shared between classes or bubbles, such as sports, art and science equipment will be cleaned frequently or rotated to allow them to be left unused and out of reach for a period of 48 hours (72 hours for plastics) between use by different bubbles.

5. Minimising contact and maintaining social distancing

The low group numbers at CSS allow for social distancing to be maintained between children and staff.

We expect all pupils to follow the social distancing guidance.

Each centre will operate as one consistent group or 'bubble' - Consistent groups reduce the risk of transmission by limiting the number of pupils and staff in contact with each other to only those within the group.

It will also allow us to deliver the full range of curriculum subjects and students to receive specialist teaching.

Where possible, pupils will be seated side by side or facing forwards, not face to face or side on.

a. Measures elsewhere

We will not hold any large gatherings.

We will avoid creating busy corridors, entrances and exits, by utilising space within each building.

b. Arriving at and leaving school

We already operate staggered start and finish times, or arrivals in small numbers, which support social distancing.

Where the building allows, we will operate a separate entrance and exit system.

c. Other considerations

Some pupils with SEND (whether with education, health and care plans or on SEN support) may need specific help and preparation for the changes to routine that this will involve, so teachers and special educational needs coordinators will provide additional support where needed.

6. In any response to any infection, CSS will follow the NHS Test and Trace process and contact their local [Public Health England health protection team](#).

We ask parents/carers to inform us immediately of the results of any test.

7. Manage confirmed cases of coronavirus (COVID-19) amongst the school community

We will contact the local health protection team.

The health protection team will work with schools in this situation to guide them through the actions they need to take.

8. Transport

We encourage parents, staff and pupils to walk or cycle to school if at all possible.

We ask that you report and share any issues arising from use of public transport.

9. Attendance

Please note, School attendance will be mandatory again from the beginning of the autumn term.

10. Wellbeing

Please note staff are on hand to support all pupils in their return to school. Staff will offer regular reminders on social distancing and hygiene routines.

Along with support from Personal Tutors, Engagement Mentors and Support staff, pupils also have access to our School Counsellor, Anne.

11. Expectations

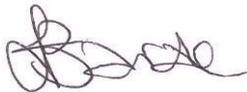
We expect all pupils to follow our hygiene and social distancing guidelines. By doing so, they help to keep everyone safe.

Any behaviours, which present as a challenge to the safety of others, will be followed up in line with our Behaviour Policy.

Here are some reminders:

- **Wash or sanitise hands on arrival, and after eating or use of equipment.**
- **Remove any face coverings on arrival, and store in a sealed bag/container.**
- **Hand in mobile phones on arrival. They will be stored in a sealed bag.**
- **Keep a social distance from staff and other pupils.**
- **Follow the 'Catch it, bin it, kill' procedure, when using a tissue.**

We hope these measures offer some reassurance around a return to school, and we look forward to seeing our pupils back in the classroom! Please raise any individual concerns with your child's Personal Tutor.



Jo Barak

Head of Children's Support Service