



# Returning to School

## Parent/Carer Handbook

### September 2021

This booklet has been designed to give Parents and Carers an overview of our plans for our return to school in September 2021, and much of it is based on the guidance proposed in the [‘Schools COVID-19 operational guidance’](#) (July 2021).

We are going to re-establish as many pre-Covid-19 routines and activities as possible without using the protective measures currently in place; however, depending on any updates to Government guidance, and taking into account local Covid-19 rates, these plans are subject to change, sometimes with very little notice.

We are looking forward to a fresh start in the new academic year; however, we will remain cautious as we learn to adjust to a new way life with the coronavirus. We will refer to our Outbreak Management Plan if directed to by Public Health England and any new Government guidelines. Our overriding priority is the safety and health of the children, families and staff within the school community.

We hope that you find this booklet informative in preparation for the new academic year and we look forward to exciting times ahead.

## When will my child return to school?

We are looking forward to welcoming the children back on **Wednesday 1<sup>st</sup> September 2021**.

## How will we continue to make sure that the school is safe?



We will continue to evaluate the risk when we open the school.



Our school is being cleaned more frequently throughout the school day. Each classroom has a cleansing box.



It is no longer necessary to operate a bubble system in school; however, we will be prepared to revert to this structure if required.



If a child/adult or someone in their household is ill with Covid-19 symptoms, they should take a PCR test and stay at home until they have the results. If positive, NHS Test and Trace will help to identify close contacts. From 16<sup>th</sup> August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case.



Staggered entry and exit times are no longer required; however, we will revert to this structure if necessary. The gates will be open for all families in the mainstream at 8:40am and pick-up time will revert to 3:15pm each day, including Fridays. For Oysters SRP, drop-off will be at 8:50am for a 9am start and collection at 2:50pm. More information can be found later in the booklet about these arrangements.



We will take a blended approach to assemblies in the first instance, offering some virtually, via Teams, and some face-to-face in the school halls.



The school office will be open for all enquiries. Please also visit our 'outdoor' office, which is available each morning.



Everyone will continue to wash their hands more frequently.

## What happens if my child is ill?

**Covid-19:** Please do not send your child to school if they have symptoms of Covid-19:



- A high temperature
- A new, continuous cough
- A loss or change to their sense of smell or taste

If anyone in the school becomes unwell with symptoms of Covid-19, they will be sent home immediately.

Pupils, staff and other adults should follow public health advice on [when to self-isolate and what to do](#). If a child tests positive, the household (including any siblings) should follow the PHE [stay at home guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#).



From 16 August 2021, children under the age of 18 years old will no longer be required to self-isolate if they are contacted by NHS Test and Trace as a close contact of a positive COVID-19 case. Instead, children will be contacted by NHS Test and Trace, informed they have been in close contact with a positive case and advised to take a PCR test.

**Other Illness:** Please remember to report your child's absence at the school office. In the case of sickness and diarrhoea, it is all schools' policies to keep the child at home for 48 hours after the last bout.

**Medication:** If your child requires medication that needs to be administered in school, you must fill in a form at the school office, either for long-term medication (inhalers, etc.) or short-term medication (oral/cream antibiotics, etc.). Medication needs to be in its original packing, and if prescribed, with the doctor's instructions. All medication will have been sent home at the end of the school term, so on our return, please bring your child's medication and form to the school office.

## Does my child have to come to school?

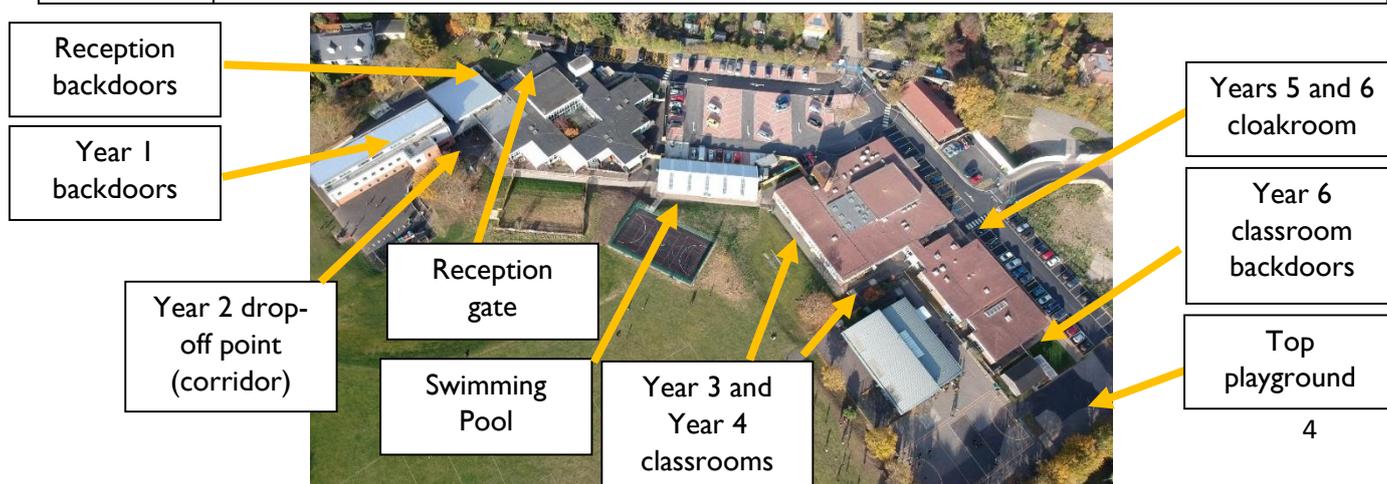
School attendance is mandatory for all pupils of compulsory school age and it is a priority to ensure that as many children as possible regularly attend school. The usual rules on school attendance apply, including the ability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct.

As usual, we are responsible for recording attendance, following up absence and reporting children missing education to the local authority. We will offer pastoral and academic support to pupils who are self isolating. Where pupils are not able to attend school, as they are following clinical or public health advice related to COVID-19, the absence will not be penalised.

## What are the drop-off and collection arrangements?

The school gates will open at 8:40am and there will be a ten-minute window for drop-off; registration for children is at 8:50am. Oysters SRP start time is 8:55am. You can choose to enter through either the Joy Lane or Vulcan Close gates; however, we are still not opening the Valkyrie gate until we are sure it is safe to do so. The school day will end at 3:15pm for all children (Oysters SRP 3:00pm).

Reception	
Arrival	Walk through wooden gates at Reception and drop/collect at classroom back doors.
Collection	Continue on one-way system around the Y1/2 building to exit.
Year 1	
Arrival	Walk through wooden gates at Reception and drop/collect at Year 1 classroom back doors.
Collection	Continue on one-way system around the Y1/2 building to exit.
Year 2	
Arrival	Walk through wooden gates at Reception and drop off at corridor which leads to Y1/2 classes. Go through corridor to exit and follow one-way system around swimming pool.
Collection	Enter through Reception wooden gates, walk around Y1/2 building and wait by the climbing frame at link corridor doors. Children brought down to corridor and released from doors. Follow one-way system to leave by Nursery and swimming pool.
Year 3	
Arrival	Walk through gate (heading towards the swimming pool) and drop/collect at classroom backdoor.
Collection	Continue on one-way system around the swimming pool to exit.
Year 4	
Arrival	Drop children at the corner of the swimming pool. Children to walk to classroom backdoor independently. Continue on one-way system around the swimming pool to exit.
Collection	Collect from Y4 classroom backdoors. Continue on one-way system around the swimming pool to exit.
Year 5	
Arrival	Children to walk to classes independently through the Y5/6 cloakroom fire exit door.
Collection	Children to walk home independently (pre-arranged with Class Teacher via ClassDojo) or collection from top playground, where children will wait in class lines.
Year 6	
Arrival	Children to walk to classes independently through Y6 classroom backdoors.
Collection	Children to walk home independently (pre-arranged with Class Teacher via ClassDojo) or collection from top playground, where children will wait in class lines.
Oysters SRP	
Arrival	Taxis/cars to arrive at 8.50am on the Upper Playground.
Collection	Taxis/cars to arrive at 2.50pm on the Upper Playground.



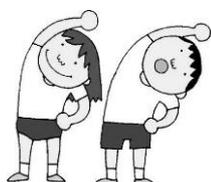
## School Routines



Extended Services: In Term 1, Breakfast and After School Club will continue, with EY and KS1 in the Lower School Hall and KS2 in the Upper School Hall.



Children will be expected to wear their normal school uniform and shoes (except on PE days), which consists of a white shirt, tie, black trousers/skirt, JLPS school jumper and black shoes. Please click [here](#) for our uniform list.



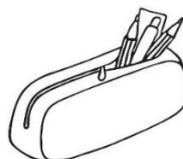
School PE kits should continue to be worn on the day that your child has a PE lesson. You will be informed via ClassDojo of your child's PE day.



We plan to resume our usual offering of extra-curricular clubs after school in Term 1, which will start in Week 3. More details of the clubs on offer will be available on our return.



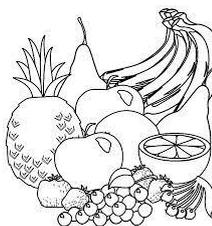
We plan for in-school swimming lessons to commence from Monday 6<sup>th</sup> September for Oysters SRP (KS2) and Years 4, 5 and 6. Please see separate [letter](#) for details.



Children can now bring their own pencil case and stationery to school. They should continue to bring a school bag, wellies, a coat, lunch box and water bottle.



We will continue to use ClassDojo for communication between Parents/Carers and Teachers. They will get back to you within 24 hours, but messages will not be responded to after 5:30pm.

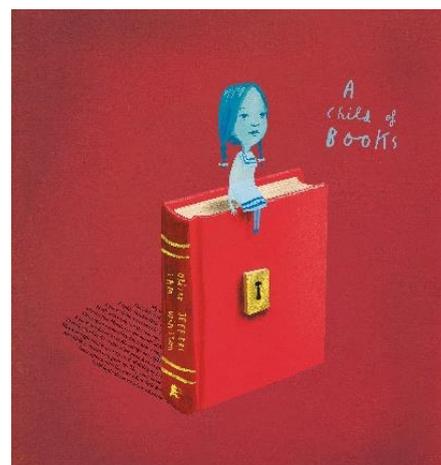


In order to maintain our 'Healthy School' status, it is important that we encourage our children to eat a healthy diet. As a result, we have decided to follow the policy followed by many schools and ask that only fruit/vegetables is provided as a break time snack for all children, including KS2. In KS1, a choice of fruit and vegetables is provided by school on a daily basis for break time. We are also a nut-free school and have children and staff in school with serious nut allergies.

## What will my child be learning?

We will welcome the children back with a specially tailored three-day transition project with the aim of supporting transition to their new classes and building relationships with their classmates and adults.

Our learning and discussions will be around the Oliver Jeffers picture book, *A Child of Books*. We will be interested to learn about our children as readers and what we can do in the coming year to support them in their reading journey.



We will also spend time re-establishing our school structures and ethos - 'Be Ready, Be Respectful, Be Responsible' – as they get used to the new routines in their year group.

*Joy Lane Primary School*  
*Community Ethos*

*Be Ready*  
Democracy - Taking part in decision making

*Be Respectful*  
Equality - Having the right to be treated the same as everyone else  
Equity - Having the right to be treated fairly and equally  
Solidarity - Working with others and sharing support

*Be Responsible*  
Self-Help - Showing independence by achieving things on your own  
Self-Responsibility - Being responsible for your own actions

*Rewards:*  
Dojo  
House Point  
Golden Dojo Ticket  
Pupil of the Week  
Commendation



The logo is circular with the text 'JOY LANE PRIMARY SCHOOL' around the perimeter. In the center is a stylized black bird with its wings spread, perched on a branch.

From Monday 6<sup>th</sup> September, children will return to our usual school timetable involving a full, engaging and broad curriculum for the core and foundation subjects. Our curriculum planning is being continually adapted to address gaps, and all learning opportunities will be maximised so that the children can make good progress in the core skills of reading, writing and maths. Through ongoing assessment and observations of the children's wellbeing and learning, the curriculum and challenge will be differentiated to suit the varying starting points of our children.