



# PARKSIDE HOUSE SCHOOL

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Dear Parents/Carers

As we finalise preparations for returning to school I wanted to provide an update that will hopefully answer all your general questions. This letter will then be followed by another letter on Friday detailing information specific for your child, including their teaching area, days/times required in school and their timetable.

The Governors and the senior leadership team want to reassure you that we are taking every step possible to ensure the safety of your children and our staff. We have a new set of plans that we will be working towards for the foreseeable future, and hope that your children will adapt quickly to the new layout and procedures in school. We are aware there will be increased anxiety for all pupils, and will allocate time to help pupils to overcome this.

As with all settings we face our own specific issues and challenges, fundamentally for us, this is the size and design of our building. We will endeavor to provide every child with as much in school learning as possible but due to implementing safe working measures and social distancing requirements it will not be possible to have every child in school full time, however if a child is not in school they will be receiving online remote learning.

## **School Bubbles**

Pupils will be placed in bubbles at school and will remain for the majority of time within that teaching class, moving only for specialized lessons such as Art and ICT.

Teachers will move around classes.

## **PPE**

School staff will be wearing masks or visors around school, pupils will be encouraged to wear masks when moving around school; however, this will not be a requirement in the classroom. Pupils can wear masks at all times if they feel more comfortable in doing so.

## **Arrival/Exit**

School will operate a one-way system, pupils will enter from the usual entrance downstairs there will be a one-way system throughout the downstairs corridor and they can exit from the doors at the front of the building. To access the upper floor room's pupils can go up the stairs and exit through the Fire Exit stairs.

There will be no staggered start/ finish times, pupils will arrive in their taxi's and must remain in their taxi until they are escorted in to school via a staff member. Pupils will be escorted out to their taxi at the end of the day.

## **Temperature**

School will continue to take and record temperatures daily for all staff and pupils

### **Sanitizer**

Sanitiser is available in every classroom, pupils will be required to sanitize every 20 minutes.

### **Handwashing/Toilets**

The school has access to 6 handwashing facilities and 3 sets of toilets, pupils will be placed in bubbles and allocated a handwashing sink and toilet to use.

### **Medication**

Medication can still be administered in School, this will be handed in to Jackie, and administered to pupils within their classrooms

### **External Placement**

Placements will commence for pupils once they have been checked to ensure safety measures and social distancing measures are in place at the placement.

### **Uniform**

Pupils are required to wear uniform for school; we recommend that pupils change immediately out of their uniform when they return home. Sixth form pupils are not required to wear uniform.

### **Cleaning Schedule**

A more robust cleaning schedule will be implemented which will see hand rails doors, toilets and sinks cleaned after use, classrooms will also be cleaned down once a group of pupils leave. The school will be fully cleaned and sanitized every evening.

### **Break Time Facilities**

Bottled water and cereal bars will be available in all classrooms for break time.

Pupils will have a scheduled outdoor break within their bubble. They will not be allowed outside at any other time than their scheduled, supervised break. Only one bubble at a time will be outside.

### **Lunch Time Facilities**

For the first term school will provide soup and a variety of sandwiches for staff and pupils, these will be delivered to the teaching classroom, and pupils will have their lunch in their teaching classroom. Pupils can bring in packed lunch from home if they require it in a bag or plastic box which will be stored in their box. This system will be reviewed in January

### **Classroom Resources**

Following on from the success of the summer term, Pupils will all have their own box on their desk which will include all resources required for the school day. No items are to be transferred between home and school, except a packed lunch.

### **Phones/tablets**

Phones and tablets are not allowed in school

### **School Transport**

Please see separate letter outlining requirements for school transport

### **Illness/Event of a suspected outbreak**

Please do not send your child in to school under any circumstances if they are unwell.

If your child becomes unwell at school parents/carers will have to collect them. School Transport will not transport pupil's home from school if unwell with any Covid Symptoms

If your child is showing any symptoms of Covid, your child must self-isolate for 14 days and ensure your child has a clear Covid test before they can return to school.

If your child or any member of your family tests positive for Covid you must immediately notify the school. The school is classed as one big bubble and so will then shut for 14 days, all pupils and staff members must isolate for 14 days. Pupils and staff will then be required to take a Covid test and so will not be able to return until they have a clear Covid result. School will need to see the results of the test.

### **Non Compliance**

To ensure Parkside House is a safe environment for everyone we will enforce rules and will have consequences for pupils who break those rules.

If a child does not comply with the new social distancing and rules in place, they will be immediately sent home and will be required to be taught remotely using our online platform for a week.

This means they will have to work from home for a week. On completion of this they can return to school, a further break of the rules will incur the same situation.

Please can you enforce to your child the seriousness of following the rules to ensure everyone's safety.

The new regulations and procedures have been set by the Governing Body, if you have any concerns relating to the new regulations, please send an email contact to:

[governors@parksidehouseschool.co.uk](mailto:governors@parksidehouseschool.co.uk)

We look forward to welcoming your children back in to school.

Yours Sincerely

Belinda Young  
Head Teacher.