



Dear Parents/Carers

### Headteacher's Welcome Letter 04.09.20

Welcome back to school everyone! We have all missed you so much and are looking forward to seeing the children tomorrow. I wanted to let you know our very latest plans for the start of the new academic year.

As you know, the DFE (Department for Education) issued guidance about schooling in September earlier in the summer and since then we have been making detailed plans so that we are able **to welcome back all pupils in as safe a manner as possible.**

Our **school risk assessment** has been comprehensively updated so that all aspects of school life are made as safe as possible for everyone

Class 'bubbles' and other control measures are in place throughout the school and on travel routes so that we can reduce risk.

**Pupils will return to school on Monday 7th September.** Start and finish times are exactly the same as before COVID. Pupils can arrive between 8:45 and 9:00am (ready for a 9am start) and home time is at 3:30pm.

I wanted to share with you some of the control measures, which will be in place in September (and for as long as they are needed). Much of this is already in place and working well for those pupils who are in school currently.

- Pupils will work, eat and play within **class bubbles**. This will reduce the amount of contact they will have with others throughout the day and thus reduce risk. Our kitchen staff are preparing healthy lunch bags for children. Children will eat their lunch in their classrooms and with their classmates only. The usual dining room congregation will not happen, although we will review this regularly.
- All pupils will be provided with a healthy bagel and juice or milk (if they wish) on arrival as part of our **breakfast club provision**. They will eat these in their class bubbles.

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- Please send in a **water bottle** for your child every day. Please ensure it is named.
- Staff will work within their class bubbles and the staffroom will not be used to its 'usual' capacity.
- Government guidance states that **pupils will not need to socially distance**, however we will continue to encourage this as much as possible
- Staff will practice social distancing to reduce risk
- Playtimes and outside play during lunch will be with only one other class group and will be staggered to reduce the number of contacts for children
- **Corridor 'traffic'** will remain one way throughout school
- There are '**sanitising stations**' in every classroom and at various points around the school
- **Handwashing** throughout the day is of primary importance and will continue to be one of the most effective protective measures.
- The use of **hand sanitiser** will remain another frequently used protective measure and everyone entering the building will use it on entry
- Classrooms will be **well ventilated**
- **Outdoor** learning will be promoted
- We will provide every pupil with **individual pencil cases** so that they have resources that are unique to them and thus will reduce any risk from the sharing of pencils and pens etc.
- **Cleaning regimes** have been strengthened and an extra midday clean has been introduced of all touchpoints and toilets throughout school
- Pupils will **NOT** be expected to wear masks or face coverings in school, nor will staff. As a school for the deaf, we do not feel that this is appropriate anyway because it affects our pupils' ability to communicate effectively.
- Staff will carry emergency **PPE** kit on their person, but will not routinely wear it.
- Full PPE will be worn for any intimate care needs or if a member of staff has to be very close to a child (for example, if tending to a child who might have fallen over and hurt themselves).
  - PPE will be worn when one member of the class team is doing our twice-daily hearing technology checks with your child. Also, if they have to help the very young child with their hearing technologies.
  - We will always try to provide another member of staff nearby to ensure smooth communication if PPE has to be worn.

#### **Pupils or staff who fall ill at school:**

- If your **child wakes up in the morning feeling ill, then please do not send them to school** until they are fully recovered.
- If a child arrives at school and is unwell, or becomes unwell throughout the day, they will be sent home.
- Please ensure we can always contact you or a family member and tell us if your contact details change.
- If they are ill, we will check their **temperature** and give you a call.
- **Staff will wear full PPE** (apron, gloves, mask and visor) when they are looking after your child and until you arrive. This is on the advice of PHE (Public Health England).
- While we wait for you, they will wait in a **separate medical room** with staff (who will continue to wear PPE).
- Once you have collected them, we will advise you how to contact the testing services to get your child tested for COVID19.
- If the test results are negative, then your child can return to school once they are fully recovered.
- If your child tests **positive for COVID19, then we will contact PHE and local services for further advice and work closely with you.** Also, this would result in class bubbles having to go in to a period of self isolation so that we can reduce the risk of transmission.
- Public Health teams and the school would be in close liaison and would support families, staff and pupils during this time.
- There have been some rumours going round about what will happen if children are ill that some people may have heard. Dr Justin Varney (Head of Public Health Birmingham) has made clear that these are not true. Please do contact school if you are concerned in any way about anything you hear on social media or 'on the grapevine'.

#### **Transport**

Travel Assist (Birmingham) have put together runs for September and should have already been in touch with you with information about your child's route. They have worked hard over the summer to provide routes that support our school bubbles. Each Birmingham taxi run has children from two year groups only and so is in line with our school bubbles. Social distancing will NOT have to continue on dedicated school transport from September. Guides and drivers, however, will be wearing PPE.

## Home Learning Support

Some children might not be able to attend school in the new academic year for a variety of reasons and so we will continue to support those children remotely, continuing with TEAMS videocalls, online learning and paper based resource packs. Equally, if the situation changes with COVID19 or the city goes in to local lockdown, then the whole school would revert back to **our home learning** provision for as long as is necessary.

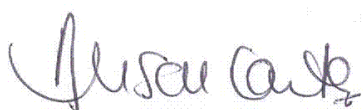
Please help us by preparing your child as much as possible for the first days back in school. Please explain some of the changes that are in force so that they can be better prepared.

## Updates to our School Behaviour Policy

We have updated our policy to reflect COVID19 and I thought it was important to share this addendum with you all. I have attached the documents to the bottom of this letter for your information.

It only remains for me to say that we are very excited to see all the children again – roll on Monday!

Yours faithfully,

A handwritten signature in dark ink, appearing to read 'Alison Carter'.

Mrs Alison Carter

Headteacher

## **Behaviour Policy Covid-19 Addendum (September 2020)**

At Longwill we aim to maintain a secure, caring and stimulating environment in which all pupils feel safe and have mutual respect for themselves and others.

Whilst expectations in our behaviour policy remain pertinent, it is necessary, in light of the COVID-19 pandemic, to make some adjustments for the safety of all pupils and staff. This addendum is to be read alongside the behaviour policy, anti-bullying policy, E safety policy and peer-to-peer abuse policy; these adjustments are set out below.

### **Arrivals, departures and moving around the school.**

Pupils will enter school through their designated entrance points. Pupils will enter with their guides (they are being transported within their class bubbles), and will be taken to the designated bubble entrance. A member of staff will accompany pupils around school. They will be reminded to leave 2m distance from any other adults. There will be markings and signs to support children with social distancing. Class bubbles have been assigned and a one-way corridor system is in place to support them with social distancing. There is a return to school video on the website explaining social distancing rules in BSL.

At home time, children will be let out of the building from the designated exit points and will leave one bubble at a time. When the guide arrives, the office team will inform one bubble at a time that it is safe to exit the building.

Movement around school will be limited. Pupils will remain in their bubbles to minimise the risk of contact. Lunchtimes and break times have been staggered and pupils will eat lunch in their class bubbles.

There are sanitising stations in every classroom and at all essential points.

Children will be expected to tell a member of staff if they are unwell and exhibiting signs of coronavirus by raising their hand or gaining the adults attention (and not by tapping, as Deaf pupils would normally do).

### **Hand washing and hygiene**

Pupils will be expected to follow all hand washing and hygiene routine while in school. Pupils must wash hands and use antibacterial gel before entering school, after returning from outside, before and after eating and at regular intervals during the day.

Pupils must follow the catch it, bin it, kill it, mantra in school. If they need to cough or sneeze, they should use a tissue or crook their arm. Pupils will be reminded not to touch their face, mouth, nose, eyes, or other adults to get their attention while at school. Pupils are asked to bring in their own water bottles from home.

Should a child refuse to follow these routines, disciplinary procedures and sanctions will be used. However, where a child is unable to follow these rules, due to their SEN needs, support will be given and discussions with parents will be had.

### **Social distancing**

Pupils were old enough, will be expected to socially distance from their peers and adults in school and on the playground at all times. Pupils will have their own tables, chairs and pencil cases. Pupils will be reminded not to touch peers and to remain 2 m away from adults children will put their hand up if they need support or gain the attention of the adult but remain in their seats.

Teachers will ensure that pupils, wherever possible, adhere to social distancing measures. Where older pupils are not complying and are able to, the usual disciplinary procedures and sanctions will be used.

We understand social distancing may be more difficult for Deaf pupils and in particular the EYFS pupils. They will be encouraged to keep a safe distance from peers and adults however, we understand this may not always be possible in the EYFS.

### **Toilets**

Each bubble will have their own toilet to use. These will be signposted. Children will be encouraged to use the toilets one at a time. When a child is finished in the toilet, they must wash their hands.

### **Break times**

Pupils will have staggered break times and a designated place to play during break and lunch times. They will be expected to remain socially distant from adults and pupils must stay in their designated area at all times.

## **Rewards**

The House Point System will be in use to encourage positive behaviour. Pupils will also be given stickers and certificates as rewards. Staff can continue to organise reward/achievement charts/prizes within their classrooms. Staff are encouraged to use lots of praise for individuals' good work, attitude and good behaviour and maintain positive mental wellbeing.

Walking through school to show their work to the Headteacher or other adults for acknowledge meant and praise during this time will not be permitted, however Mrs Carter will be holding a virtual celebration assembly each week where Headteacher awards, star of the week, BLP, CRC certificates can be acknowledged.

## **Behaviour in school**

Reasonable adjustments will be made for pupils with more challenging behaviour and individual risk assessments will be completed in order to make an informed judgement if that people can remain in school safely, under the current circumstances.

Parents need to be aware that pupils who repeatedly ignore the rules/expectations and put their and other people's safety at risk will have discussion with the Headteacher to discuss the possibility of a reduced timetable to support transition back to school. If this is not successful, the pupil may need to remain at home until social distancing rules are relaxed further so that appropriate support can be provided with the safety of all involved considered.

## **COVID-19**

School acknowledges that pupils have had a range of different experiences during the lockdown period, which may have an impact on their behaviour presentation and return to school as a result of being isolated from friends or having missed a significant event or experience. Others may have experienced bereavement, loss or a traumatic episode. For many, the process of engagement with learning and the school community, under these unusual circumstances, require some additional input and encouragement. As a result of these varied experiences, pupils may present with behaviour that is not usual, this may include:

- anxiety, lack of confidence
- challenging behaviour; fight or flight responses
- anger, tearfulness, screaming
- hyperactivity and difficulties maintaining

Where necessary, school will always put in Early Help support, e.g. Learning mentors etc. as well as external support from other agencies such as Behaviour Support and Deaf CAMHS etc.

We will endeavour to make the necessary adjustments to reduce the stimulus that may be triggering the challenging response.

Pupils working from home

If interacting with other pupils or staff online, student people should always be kind and respectful to each other and obedient to staff.

Pupils must never attempt to contact staff via social media or make unkind comments about staff or another pupil on social media. Any online bullying towards other pupils that is disclosed is always taken seriously.