



## Great Wood Key Worker Child Care Information for Parents and Children (III)

The purpose of this child care is to enable parents with critical jobs to work during this health crisis.

The following are measures to ensure the safety of all in school.

- ❖ Any child who is at all unwell should stay at home.
- ❖ If a child is at all unwell at school, they will be isolated and parents will be contacted to take them home
- ❖ Cleaning hands and wrists with soap and water and drying thoroughly is a frequent routine for all in school.
- ❖ The 'catch it, bin it, kill it' approach is promoted for coughs and sneezes.
- ❖ Frequently touched surfaces are cleaned often.
- ❖ We are minimising contact, and social distancing measures are being implemented
- ❖ We operate in small group 'bubbles' and different bubbles do not mix, use the same toilets or play spaces.
- ❖ Toileting routines are regular to prevent more than one using the toilets at once.
- ❖ The sharing of equipment is discouraged- computers are allocated and wiped down between use.
- ❖ The school kitchen is closed. No assemblies and no visitors on premises.
- ❖ Parents are not allowed within the building, including the school office – contact via telephone and email.

The latest Department for Education guidance states that one of the protective measures that education settings should take to reduce transmission is to have smaller group sizes. The guidance further suggests that it is important to reduce contact between children and staff as far as possible, that children should be kept separate from other groups and should be assigned to the same adults within their 'bubble.'

From June 2<sup>nd</sup>, following this guidance and as the number attending child care is no longer a small group, children will be organised into 'bubbles' according to their year group. Each bubble will enter and exit the school building at different points and will be assigned areas for learning and play throughout the day. The children will remain within their bubbles at all times, separate from other groups. **This means that siblings may no longer mix together at child care.** We recognise that it has been a comfort for siblings to be together up to now but the change is similar to school life.

The staff assigned to a particular bubble will remain with that group of children throughout a week and will plan the structure the day, and support learning activities provided by class teachers. There will be time in the Computer Room or using I-pads. Lunch will be eaten in their classroom or outside whenever possible. Children are outside for a good part of the day if the weather permits.

**Designated areas for drop off/pick up – Family members MUST adhere to being 2m distant from other families' adults and children at all times.** As pick up and drop off times are different for each family there is no one way system; please take extra care at pinch points like entrance gates and going around corners.

Year Group Bubble	Drop off/Pick up point	Classroom Base
Reception/Year 1	Reception classroom doors	Reception classes
Years 2/3	Enter through the link corridor and then to the open doors of Y3 classrooms Y2 in 3H, Y3 in 3HR	Year 3 classrooms
Years 4/5	Enter through the Year 4 side doors that access the Junior playground.	Year 4 classrooms
Year 6	Entrance to Year 5 corridor (rear of junior building and up the first stairs)	Year 5 classrooms

### Physical Distancing

We are following all the DFE guidance and we are trying our very best to maintain physical distance between children, including children in EYFS and KS1. This is hard for children and hard to enforce but with good planning and constant reminders, the children who have attended child care so far have been able to adhere to the measures well. We operate a one way system for the corridors and children need to stick at activities once chosen and can't wander even at free choice time. The children go to the toilet and wash their hands one at a time and they work at a 2M distance from each other. The children within each bubble share playtimes together, but will be expected to play at the specified 2m distance. Each group has a session in the computer room to ensure that they can complete some

of their home learning activities. A thorough wipe down of surfaces takes place between different groups and we allocate computers. All of these measures have been introduced in a sensitive way. We have ensured that any social distancing reminders are given in a calm and positive manner to reduce children's levels of stress or anxiety.

Our Behaviour Policy now includes the following whilst minimising potential infections is a priority: Children who do not follow our rules will be given two warnings. If they continue to disobey the rules on social distancing and or hygiene routines, then the leadership team may ring parents and that pupil may be sent home.

### Key Information

- Wear regular clothes suitable for changeable weather- these should be clean on each day (Once school opens for Year 6, the wearing of school uniform will begin again.) Please ensure you apply sun cream on your child in the morning and send them to child care with a sun hat to wear on warm, sunny days.
- Bring a packed lunch, healthy snacks and a water bottle. As usual, **no nut products**; we have a regular pupil with an allergy so no peanut butter sandwiches, please. Please disinfect water bottle/lunch box each day.
- Bring a pencil case with basic equipment for school – pencil, ruler, eraser, coloured pencils. School can provide these but welcomes children providing their own. The children will not allowed to share equipment.
- Names on everything, please.
- Guidance currently indicates that children do not need to wear face masks. However, we are happy for your child to wear a face covering in school if that is your wish.

### School Day

- Between 8:00 – 8:55am Drop off at their designated 'bubble' point.
- 9:00 Morning Meeting with the staff in their group.
- 9:10 Activities and support with home learning work will commence
- 12:00 Lunch and playtime in the classroom or in a designated outside area.
- 1:00 Afternoon session commences.
- Up to 4:30pm children can be collected from their designated 'pick up' point for their bubble –

### Drop off routine:

- ✓ Keep distance from others – stay away from the door but notify the staff member of the pick-up time.
- ✓ Children will enter through the designated place for their bubble. They will put their belongings at their learning station and wash their hands straight away.

### Pick up routine

- ✓ Pick-up at pre-arranged time given in the morning
- Pick-up from the entrance point for your child's group. If your child is not ready and waiting, knock on a window rather than enter the building. Ensure you are a safe distance from the building and from other children, parents or staff.

### Booking a place

- ❖ Daytime Telephone Number : 07845924224
- ❖ Email contact: [office@greatwood.lancs.sch.uk](mailto:office@greatwood.lancs.sch.uk)

Please ensure you contact us, using the details above, to request your child care needs as soon as you know shift patterns etc. With this information in advance, we are able to plan safe staffing ratios.

You will be asked to complete a contact details form. We should have three contact numbers and at least one email address.

There will be a senior leader: Mr Ross, Mrs Stroud or Mrs Hamilton on site along with teachers and teaching assistants. Cleaning staff will be in at the end of day to ensure all areas are cleaned thoroughly.

Please note there may be no qualified first aider on site – we will use common sense.

### **IMPORTANT NOTICE**

If your child has previously attended child care or is attending for the first time, it is vitally important for you talk them through this information, particularly the introduction off the bubbles and change to the structure of the day. We believe that children are more likely to feel comfortable and less anxious at child care if they have been informed about the expectations and any changes that have been made.