



01432 265 153

admin@brookfield.hereford.sch.uk

Grandstand Road, Hereford, HR4 9NG



21st May 2020

Dear Parents, Carers and Families

So here we are, May 2020 and what a few months it's been!

Firstly, thank you to you all. This has been a really challenging time for us all, I also want to thank our staff who have gone 'above and beyond' in so many ways and are learning to be virtual teachers, I am so proud of everyone.

The government announced that the plan is for Reception, Y1 and Y6 to return to school on Monday 1st June, aiming for other year groups to return for the last four weeks of school. We have not adopted that approach as all our children have Education Health and Care Plans, and we intend to allow as many of our pupils that are safe to come back to school access to school even if part time.

However, it won't be possible to return to school in the same way it was organised, prior to March.

Children will be in class groups that are significantly reduced in size and, each class group will remain in this group in a single classroom, outside at break time and with the same group of staff, every time they are in school this half term. Lunches will also be taken in this room.

Please read through the summary of our plans for the remainder of the Summer Term and the responses to some of the questions you have raised, in the pages below. We will remain available to contact via e-mail, FaceBook and phone.

Best wishes and have a lovely half term

Michelle Parkes

Summary:

- Social distancing in a specialist school is **not 100% possible** but staff will follow guidance by maintaining good hygiene practice throughout the day.
- Classes will have reduced numbers of children, and will remain as a group in their hub classroom.
- They will stay in their class, outside at break time, lunch time etc. until the end of the summer term.
- There will be an extended start (between 8.45am and 9.30 am) and end to the day (between 2.30pm and 3.30 pm) to ensure that there is no need for parents bringing their child into school



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- to breach 2m social distancing rules.
- We will mark waiting points at 2m distance apart on the paths into the school building, with one entrance for pupils aged 6 – 10 (Primary door) and another for Y6 upwards (secondary door).
 - Times for buses/ drop offs will be texted to you.
 - Lunches will need to be packed lunches, provided for children from home unless your child is entitled to Free School Meals in which case we will provide a hot lunch. These can also be purchased (please contact school to arrange).
 - FSM vouchers will be provided if your child is not in school and if you are struggling to get shopping please let us know as we can try and arrange delivery.

What is a class hub?

There will be around half the usual number of children in each class, with a teacher and a TA where possible.

Adults and children will stay in their hub all day, in their specified area of the school.

Children will be spread out in class wherever possible and there will be staggered playtimes/lunchtimes for the class groups in school for any particular day.

Children will be required to stay in their hubs at playtimes and will only play in designated parts of the playground/ outdoor areas.

There will be less sharing of equipment and not all resources or specialist rooms will be available. Pupils will have their own pencil case with resources like pens, pencils, ruler, colouring pens, rubber etc.

We encourage children not to bring in bags/ coats wherever possible.

Our corridors are not wide enough for one way systems but we are encouraging children to stay within classrooms as much as possible.

Will my child be socially distanced 100% of the time?

The government has been clear: the focus is on maintaining small groups of children. Primary-aged children, particularly those with specific Special Educational Needs, cannot be expected to remain 2 metres apart, either from each other or staff.

We will endeavour to maintain the best possible approach to working at distance from others in the classroom, but instances of care or medical attention will be dealt with in the usual way, i.e. not socially distanced. The focus is on:

- Minimising contact and not mixing between class hubs



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voiding contact with anyone with symptoms

- Frequent hand washing
- Regular cleaning of settings, during the day and a full class deep clean of equipment and surfaces within a classroom at the end of the day, after each time it has been used

What should I do if my family are shielding or extremely clinically vulnerable?

Children classed as 'extremely clinically vulnerable', due to pre-existing medical conditions, are not expected to return to school. Those classed as 'clinically vulnerable' should follow medical advice as to whether a return to school at this time is advisable. If your child lives with an 'extremely clinically vulnerable' adult or sibling, then they should only attend 'if stringent social distancing can be adhered to' which is very difficult in this setting. If you have any doubts, please ring school.

Children who cannot attend school

Our pupils all have Education Health and Care Plans and we therefore recognise they will not be working for six hours a day, nor do we think that this is the best way forward for their mental health (or parent's/ carers!)

Your child's class teacher can provide you with guidance for learning at home on the days your child isn't in school. This will be accessed differently for different ages groups.

Year 5 and below

- Use SeeSaw to communicate with your child's teacher
- Maths and English each day plus 'topic work' once per week provided through SeeSaw or email to parents
- We ask you to send a photo/ scanned work back to us via SeeSaw or email wherever possible
- If you do not have access to internet or laptop we will drop a physical 'pack' of work off and pick it up (or via post)

Year 6/7

- All pupils have email. Therefore, they have access to Word/ PowerPoint using Office 365 online.
- MS Teams is set up as a class.
- MS Teams 1 to 1s with your child (teacher will contact you to arrange day and time).
- Assignments sent home – could be links to videos, PowerPoints with instructions as well as worksheets or online quizzes, links to Education City or Sumdog/ Spelling Shed etc.
- Maths and English set by class teacher as above
- We ask you to send a photo/ scanned work back to us via SeeSaw or email wherever possible



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- If you do not have access to internet or laptop we will drop a physical 'pack; of work off and pick it up (or via post)

Year 8 and above

- All pupils have email. Therefore, they have access to Word/ PowerPoint using Office 365 online.
- MS Teams is set up as a class.
- MS Teams 1 to 1s with your child (teacher will contact you to arrange day and time).
- BKSB for math and English set each day by specialist teachers
- Weekly learning tasks set by other subjects - PSHE/ RE, Art/ DT, PE could be links to videos, PowerPoints with instructions, mini projects as well as worksheets or online quizzes
- Expectation that work should be emailed back/ uploaded via Teams using the assignments tab
- Online careers programme set up
- Access to vocational offer as needed – farm and Redcastle
- If you do not have access to laptop we can look at getting one to you as long as you have internet – **please let us know if your child does not have access to a laptop**
- If you do not have access to internet we will drop a physical 'pack; of work off and pick it up (or via post) while we also investigate 4G dongles - **please let us know if your child does not have access to the internet**

As a parent how can I help?

- Take your child's temperature before you come to school. If your child is at all unwell in the morning, or has a temperature above **37.8 degrees C, then keep them at home.**
- We will take the temperature of every child on arrival and if we have a concern during the day i.e. if your child's temperature is above 37.8 degrees C or presents as unwell, then we will contact you and ask that your child is collected to return home as soon as possible.
- Ensure your child has washed their hands before leaving for school.
- Please be on time and stick to your time for the staggered start and end to the day.
- School adults **will not** be routinely wearing face coverings, so please socially distance from the teacher, and other adults
- Drop and go! Please keep moving and do not stop and chat in the playground or outside the gates. At pick up time, please be prompt but maintain safe social distancing from others whilst waiting
- Only use the designated entrances to enter the school

What will happen if my child is able to attend school but I choose not send him/her in?

Our current understanding is that the government will **not** be issuing fines to parents whose children



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do not return after 1st June. However, if you choose to keep your child at home this half term and then change your mind, you **must** contact the school first to discuss how and if school can accommodate their return— **please don't just turn up.**

What will the school do if there is a suspected COVID-19 case?

- We will use a separate, ventilated isolation room (not in the classroom that the class is in) which will be used to keep suspected cases safe whilst awaiting collection
- The child will be supervised by an adult, who will wear PPE equipment for their own protection
- The child's parent/carer will be called to come and collect the child immediately.
- We will encourage a test to be carried out.
- Cleaning of the space will be carried out – this may involve us asking parents to collect children in that group early while cleaning takes place.

What happens if there is a confirmed case?

The child/staff member infected would **self-isolate for 14 days.**

The **whole of the group** will need to be sent home to follow the above self-isolation process.

Where the child/staff member tests negative, they can return to school on the next day.

Where the test is positive, **the rest of the group will be sent home and advised to self-isolate for 14 days.**

Useful links:

<https://www.gov.uk/government/collections/coronavirus-covid-19-list-of-guidance>

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers>

<https://www.gov.uk/government/publications/covid-19-guidance-on-supporting-children-and-young-peoples-mental-health-and-wellbeing/guidance-for-parents-and-carers-on-supporting-children-and-young-peoples-mental-health-and-wellbeing-during-the-coronavirus-covid-19-outbreak>