



EYFS & KS1 Site  
Merrywood Road  
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Tel: 0117 377 2671

KS2 Site  
Myrtle Street  
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BS3 1JG  
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Dear parents and carers,

We are delighted that we will be able to welcome all children back to school on Monday 8<sup>th</sup> March. I would like to take this opportunity to thank all of our families for their understanding and co-operation during the move to remote education. Each family has shown amazing resilience and spirit during this time. We have very much missed the children on site and the team are working hard to take the necessary steps to welcome everyone back safely. The safety of your child/ren and our staff remains our top priority.

Following a review of our risk assessment, we are following the current Department of Education guidance to support the children's return. Online remote teaching through Google Classroom and Tapestry will end on Friday 5<sup>th</sup> March. We will continue to use this platform to set homework and share whole school assemblies.

Please carefully read the below arrangements to prepare your family.

### **Aims for the return**

In this first week back, we aim to:

- Remind the children about the school routines and their environment
- Help children to remember how to be hygienically safe in school.
- Re-build relationships through games, songs and play.
- Support children's well-being.
- Resume face to face teaching.

### **Preparation for returning to school**

#### *Attendance*

On Monday 8<sup>th</sup> March children's attendance will again become mandatory. Mandatory attendance means that it is your legal duty as a parent to send your child (if they are of compulsory school age) to school regularly if they are registered at one.

#### Question:

What do I do if I, or my child has a clinically vulnerable medical shielding letter?

If the *child* has a medical shielding letter then please provide the school with a copy and we will provide a remote education offer.

If the *parent or carer* has a medical shielding letter then this does not apply to the child, therefore the child needs to attend school as part of mandatory school age attendance.

## Uniform

On their return to school, children should:

- Wear school uniform and suitable clothing and footwear, so they can take part in active, physical outdoor activity daily.
- On the days where the children have PE they may come to school wearing their PE kit. Please ensure you are following the PE kit guidance. The children should not come in to school wearing football/rugby kits.

## Covid-19 testing in schools

Primary school children *are not* subject to regular testing at school, however all staff will be offered twice-weekly lateral flow home tests.

As per public health guidance, children are not required to wear face masks in school. Families may wish to provide their children with face masks. They will not be provided by the school. Adults (including staff and visitors) must wear face coverings in situations where social distancing between adults is not possible. We therefore ask you and other visitors to use face coverings at all times when dropping your children at school and entering the school grounds for a pre-arranged meeting.

## Procedures

Below is guidance on what you and your family should do when dropping off and picking up your child/ren. We will continue to ask all parents and carers not to come on to the school site unless a booked appointment is made.

In order to maintain safe procedures, we will need your full co-operation. We require parents and carers to:

- physically distance from each other and from staff when dropping off and collecting children
- limit drop-off and collection to one parent or carer per household and leave other children, not attending school, at home, if childcare allows
- avoid bringing scooters and bikes to school.
- always wear a face mask when dropping off and picking up.

## Drop-off and Pick-up

Drop-offs and pick-ups will be staggered to ensure that social distancing protocols can be followed. Please be on time as early or late arrival impacts on our social distancing systems. Please also wear a mask at all times when dropping or picking up your child. Maintain a social distance whilst in the queue and use the one way system to ensure a safe drop off and pick up.

Safety for all remains paramount and we will encourage parents to leave as quickly as possible and avoid loitering around the gates and the school grounds.

## Merrywood

Year group	Drop-off time	Pick-up time	Gate for entrance/exit
Preschool	09.00am	3.00pm	AM – in back gate on Milford Street PM – meet staff at back gate on Milford Street
Reception	8.35am Starfish 8.38am Jellyfish 8.41am Octopus	2.55pm Starfish 2.58pm Jellyfish 3.01pm Octopus	Slope on Merrywood  (Ctrl) ▾
Year 1	8.35am Badgers 8.38am Butterflies 8.41am Bears	2.55pm Badgers 2.58pm Butterflies 3.01pm Bears	Front gate
Year 2	8.45am Falcons 8.48am Flamingos 8.51am Foxes	3.05pm Falcons 3.08pm Flamingos 3.11pm Foxes	Front gate

## Myrtle

Year group	Drop-off time	Pick-up time	Gate for entrance/exit
Year 3	8.55am Hedgehogs 8.58am Honeybees 9.01am Herons	3.15pm Hedgehogs 3.18pm Honeybees 3.21pm Herons	Service yard
Year 4	8.55am Kangaroos 8.58am Koalas 9.01am Kiwis	3.15pm Kangaroos 3.18pm Koalas 3.21pm Kiwis	MUGA
Year 5	9.05am Lions 9.08am Lemurs 9.11am Leopards	3.25pm Lions 3.28pm Lemurs 3.31pm Leopards	MUGA
Year 6	9.05am Pelicans 9.08am Penguins 9.11am Puffins	3.25pm Pelicans 3.28pm Penguins 3.31pm Puffins	Service yard

Years 3 and 6 parents and children please use the path closest to the garages to walk to the Service yard area.  
Years 4 and 5 parents and children please use the path nearest to the MUGA.

We respectfully request all parents and carers to again avoid driving down Myrtle Street. This was amazing before Christmas and allowed children and parents to be able to socially distance. Please remember this space is still used for residents and delivery drivers so be cautious when using / crossing the road.

### The School Day

The children will remain in their class groups throughout the day, with their teaching team.

- They will learn in their own classroom and outside space. Some resources including carpets, soft toys, dressing up clothes and non-essential furniture have been removed to create space and maintain effective hygiene.
- Resources in use will be cleaned regularly.
- We will encourage hand washing. The children will wash their hands in the normal way and times - before and after eating, after sneezing or coughing and after playing outside. Staff will be supervising and modelling children's hand washing and there will be posters at the children's eye level to promote the proper way to wash hands.
- We appreciate that it is difficult for children to stay 2 metres away from each other at all and we recognise that caring for young children requires close contact with them.
- We will encourage natural ventilation from opening windows and doors (when it is safe to do so) to help circulate the air through the buildings.
- We also have an enhanced cleaning regime through the day of frequently touched surfaces to ensure we are minimizing the risk where possible
- We are keen to support the children's fitness and well-being and this will continue across the week with Daily mile challenges and regular PE lessons.
- Lunchtimes and playtimes will be staggered, with children remaining in their classes throughout the school day and playing in the playground within their class bubbles only.
- Learning will be based around the broad National Curriculum and we will continue to deliver a creative, exciting curriculum with immersive learning at the heart of everything we do.
- We will focus on key objectives in core subjects to ensure they are consolidated and understood.
- Personal, social and emotional learning will be prioritised, as well as accurate assessment of the children's progress during home learning to support teaching moving forward.

### Lunches

A full lunch service will be available. Children will eat with their class and there will be a staggered service in each school hall. The menu is available on the school website. Social distancing will be in place during lunchtimes and catering staff are employed to clean between each sitting.

## **EYFS Wrap Around Care**

We will continue to offer our school wrap around service for the children in Pre-school and Reception. This will be located in the school house and be a mixed bubble of children. It will continue to be managed and run by Southville staff.

- Morning sessions: 08.00 – start of the school day
- Evening sessions: End of the school day – 17.30

If you wish to book this service please email: [wraparound.southvillep@bristol-schools.uk](mailto:wraparound.southvillep@bristol-schools.uk)

## **Key Stage 1 and 2 wraparound**

This will be run by Shine Afterschool club provision.

### *Timetable*

- *Morning session:*  
All children accessing the morning wraparound session will need to be dropped off at our Myrtle Street site from 07.45. The Key Stage 1 children will be delivered by Shine staff to the Merrywood site ready for the start of the day
- *Evening session:*  
The Key stage 1 children will be taken from Merrywood to Myrtle where all the activities will take place. Children will need to be collect after Session 1 (Activity session - 16.45) or during / after session 2 (Snack and Chill)  
Shine provision will close at 18.00 daily

### *Groupings*

The children will be organised in combined group bubbles (Years 1 & 2, Years 3 & 4 and Years 5 & 6)

All parents should be aware that children will be mixing with children from other classes and another year group, at this time

If you wish to book this service please visit the Shine website: <https://www.myshine.co.uk/school/southville-primary-school>

## **Sickness and Covid-19 Protocols**

In order for us to implement safe return to school, we will need parents to follow, without exception, the guidance on sickness protocols. This is vital for the safety and protection of all children and staff. Testing is available for all children, their households and all staff. Families have been incredibly diligent and responsive infollowing the guidance below. This was integral to the safe running of the school over the past year and it must continue this term.

All Staff and regular visitors to school site now have access to twice-weekly lateral flow testing, in order to support infection management.

## **Illness at School**

If a child, or a member of staff, becomes unwell at school with symptoms of Covid-19, they will be immediately isolated in a designated medical room within the school. You will be contacted to take them home as soon as possible and take medical advice. Information regarding testing and self-isolation will be immediately provided and can be found [here](#) or via [111 online service](#); or by calling 119. Always call 999 in an emergency.

Anyone in England who tests positive for coronavirus will be contacted via text, email or over the phone and asked to log on to the NHS Test and Trace website, where they'll be asked for details of people with whom they've been in close contact.

A member of the Senior Leadership Team will contact you if notification of a test result is not received by the school. On receipt of a negative test result, and if they feel well and no longer have symptoms similar to COVID-19, a pupil or staff member may return to school .

If a child or teacher tests positive for Covid-19, the school will take advice from the local health protection team.

**All Covid-19 test results, no matter the result, must be shared with the school. This is vital in the case of a positive test result to ensure any necessary action can be taken to minimise the spread.**

## **Illness at Home**

Please do not send your child to school if they are at all unwell and notify the school for the reason of absence. This includes a cough, cold, temperature, sore throat or just feeling under the weather. Please note for sickness and diarrhea the children must not return to school for 48 hours after their last 'episode'

## **What to do if your child develops symptoms of Covid-19 at home**

If your child develops symptoms of Covid-19 at home, they must not come to school and a Covid-19 test should be booked. Where a test gives a positive result the household must remain at home for at least 10 days from the date when the symptoms appeared. Anyone else with symptoms within the household will be eligible for testing and this can be arranged via <https://www.nhs.uk/ask-for-a-coronavirus-test> or by calling 119.

All other household members, who remain well, must stay at home and not leave the house for 10 days. This includes anyone in your 'Support Bubble'.

Further information is available at: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

The 10-day period starts from the day when the first person in the household became ill with symptoms.

Household members should not go to work, school or public areas and exercise should be taken within the home.

If you require help with buying groceries, other shopping or picking up medication, or walking a dog, you should ask friends or family. Alternatively, you can order your shopping online and medication by phone or online.

Household members staying at home for 10 days will greatly reduce the overall amount of infection the household could pass on to others in the community.

If you are able, move any vulnerable individuals (such as the elderly and those with underlying health conditions) out of your home, to stay with friends or family for the duration of the home isolation period.

## **Symptoms**

The most common symptoms of coronavirus (COVID-19) are recent onset of:

- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

## **For most people, coronavirus (COVID-19) will be a mild illness.**

If your child does develop symptoms, you can seek advice from the nhs.uk website at <https://www.nhs.uk/conditions/coronavirus-covid-19/check-if-you-have-coronavirus-symptoms/>. If you are concerned about your child's symptoms, or they are worsening you can seek advice from NHS 111 at <https://111.nhs.uk/> or by phoning 111.

## **How to stop COVID-19 spreading**

There are things you can do to help reduce the risk of you and anyone you live with getting ill with COVID-19

*Do*

- wash your hands with soap and water often – do this for at least 20 seconds
- use hand sanitising gel if soap and water are not available

- wash your hands as soon as you get home
- cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze
- put used tissues in the bin immediately and wash your hands afterwards

### **Further Information**

Further information is available at <https://www.nhs.uk/conditions/coronavirus-covid-19/>

### **Quarantine**

If you have recently travelled abroad, please ensure you have followed [government guidance](#) on self-isolation and inform the school if your child will be absent due to quarantine regulations.

### **Holidays**

You should plan your holidays within school holidays as usual. Avoid seeking permission to take your children out of school during term time. You should make sure any travel is in line with national guidance. Keep in mind that you and your children may need to self-isolate when you return from a trip overseas.

Please phone or email the school office if you have any queries regarding the information above. We will continue to carefully follow government guidance, therefore please bear in mind that these arrangements are subject to change.

**We are really looking forward to welcoming the children back to Southville Primary!**