



Shevington Vale will open for Reception, Y1 and Y6 pupils on Monday 1st June. We shall continue to provide key Worker childcare provision for any pupils who require this. This plan has been constructed using the guidance available here:

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

This is a draft plan of a return to work document. It outlines the school day and requirements from entry to school through until the end of day. It will change with feedback from all staff and further updates from Local and National Government.

I have entered all staff names onto the plans who may be available by the end of term. We still have staff shielding and until I've had those individual conversations I don't fully know what the staffing will look like on day one. There is room for movement on this in all classes and welfare coverage so please make sure you communicate with me your personal situations in writing when you receive this document and I can edit where possible.

The initial plan works for the first two weeks but as it stands the DFE are looking to increase pupil numbers by mid June so we may need to increase staffing inline with this. Again, this is all open to change so we will simply continue to monitor the situation closely.

Please read the FAQ section within the Government document as this covers many questions on sickness, PPE and other areas that I know you'll have. We will continue to provide home learning for classes not attending. We will only be using the linked learning. This is Oak Academy, BBC Bitesize, Mathletics and purple Mash. This is so pupils can access all learning online without the need of too much teacher input as all of you will be teaching in some capacity. Anyone working from home will support further in home learning for all classes too.

I fully understand the anxieties and worries that you all will have. Regardless of personal circumstance it's a very worrying time for us all. I wanted to produce a plan that showed what the school could look like. It is by no means definitive and we still have a window of time available for change.

I've spoken to many people regarding the Government guidelines on staying safe in a childcare environment. There is risk. There will be in all walks of life for a very longtime it seems. We can control a lot of the risk ourselves. So if PPE is something that would make you feel safer at work then that is what shall be worn. We will limit class sizes for as long as possible and maintain social distancing measures for all. We will all limit the contact element of our jobs.

The school is going to look and feel very different. No cafe, clubs or celebration assemblies for a start. It's going to be very much a formal education environment with pupils in seats for as long as possible. Where weather is suitable lessons outside are encouraged. EYFS and KS1 will obviously suffer the brunt of this but we will make as much equipment available as possible but the sharing of certain things will not be safe.

My role here is to do all I can to reassure everyone and make everything as safe as possible for our workers, learners and the community. Please read through this plan and send feedback to me along with any questions you may have. I will collate these and then respond accordingly.

Covid Return Plan

Entrance

School will open doors from 08:45

Classes will have a staggered arrival time to reduce adult contact. Only 1 adult is allowed to accompany their child/children into school.

08:45 School opens to Y6. Pupils need to enter school from the Runshaw Avenue entrance and enter school via their classroom door. Parents must follow one way system, drop at the Stay and Play gate and exit back onto Runshaw Avenue via the car park.

08:45 School opens to Y1. Pupils need to enter school via the Newgate Avenue entrance and will enter school via the Y3 classroom door. Parents will then need to follow the one way system and exit back onto Newgate Avenue.

09:00 School opens to Reception. Pupils need to enter school via the Newgate Avenue entrance and will enter school via their classroom door. Parents will then need to follow the one way system and exit back onto Newgate Avenue Social distancing measures in place. All children will use antibacterial solution before entering school. Pupils will go straight to class.

09:00 School opens to Key Worker children. Pupils need to enter school via the Runshaw Avenue entrance and enter school through the main entrance. Parents must drop at the main entrance and then exit school via the car park back onto Runshaw Avenue.

Staff will be placed at each gate to provide gel for children's hands. Each gate will have a box where letters, money and items for the office can be collected.

One way system

There will be a one way system around school which will be clearly marked by signs on the floor. Distant measures will also be put in place.

Classroom

For the last half term classes will be split to help with social distancing measures.

Upon entering the classroom pupils will hang coats, bags and then proceed to wash their hands before taking a seat at their tables.

Reception - Split between R/1 and Outdoor area

Y1 - Split between Y2 and Y3

Y6 - Spread out over the West Wing.

Y4/Y5 Classrooms will be for key worker children

Children must stay in the groups they are assigned to. They cannot swap groups nor classrooms. They will work, eat and play in these groups. It's important the groups do not mix as much as this is possible.

We have 6 class teachers available daily - 2 will be assigned to each class (R,1 + 6) TA's who are not supporting 1-1 will be assigned areas to work in daily.

Teachers who do not have classes in will continue to set home learning each Wednesday. They will use Oak Academy and our subscription links only. This will help make the workload manageable. All staff will receive a 2 hour PPA slot as a minimum. Parents in these classes will

still be able to contact teachers on See-Saw but teachers will only be able to respond between 3:30 and 4:00pm daily.

Each classroom will have a disinfectant spray and wipes available for every day use. A box of gloves and aprons will be provided. Antibacterial Gel and hand soap for both teacher and pupils will be available at every class sink. Pupils will sit on their own tables and will be provided their own resources. These are theirs to use only.

Possible School Day Timetable

Time	Monday	Tuesday	Wednesday	Thursday	Friday
08:45 - 09:00	Handwriting	Handwriting	Handwriting	Handwriting	Handwriting
09:00 - 09:15	Social Distancing Recap	Social Distancing Recap	Social Distancing Recap	Social Distancing Recap	Social Distancing Recap
09:15 - 09:45	Spellings	Spellings	Spellings	Spellings	Spellings
09:45 - 10:15	Reading	Reading	Reading	Reading	Reading
10:15 - 11:00	English	English	English	English	English
11:00 - 11:15	Break	Break	Break	Break	Break
11:15 -12:00	Maths	Maths	Maths	Maths	Maths
12:00 - 12:30	Lunch In Class	Lunch In Class	Lunch In Class	Lunch In Class	Lunch In Class
12:30 - 13:00	Break	Break	Break	Break	Break
13:00 - 13:15	Reading	Reading	Reading	Reading	Reading
13:15 - 14:15	Topic	Topic	Topic	Topic	Topic
14:15 - 15:00	Topic	Topic	Topic	Topic	Topic
15:00 -15:15	Break	Break	Break	Break	Break
15:15 - 15:30	Share a Story	Share a Story	Share a Story	Share a Story	Share a Story

Break time

This will be staggered so only one group on the playgrounds at one time. Teachers and TA's to rotate cover. Again it's important the groups don't mix as much as is possible so classes need to adhere to the timings.

Reception Group 1 10:15 - 10:30 Infant Yard
Reception Group 2 10:15 - 10:30 Junior Yard

Y1 Group 1 10:30 - 10:45 Infant Yard
Y1 Group 2 10:30 - 10:45 Junior Yard

Y4 Key Worker 10:45 - 11:00 Infant Yard

Y5 Key Worker 10:45 - 11:00 Junior Yard

Y6 Group 1 11:00 - 11:15 Junior Yard
Y6 Group 2 11:00 - 11:15 Infant Yard

Lunchtime

Lunchtime sittings will be staggered. All lunches will be eaten in their classrooms or outside if weather permits. Hot dinners will be provided in the hall at staggered intervals listed below:

Hot dinner/infant meal service times

Please be at the Hall door for the time listed below:

Reception (1) 11:45
Reception (2) 11:50

Y1 (1) 12:00
Y1 (2) 12:05

Y4 Key Worker 12:10
Y5 Key Worker 12:15

Y6 12:20

Lunch Break

Once all children have finished eating pupils will take their break in the following areas:

Reception Class - EYFS Outdoor Area

Y1 Class - Infant Playground

Y6 Class - Junior Yard/Field

Key Worker Provision Junior Yard/Field

The field should be open (weather permitting) and classes should be split between the Field and the Junior yard in good weather and the Junior and infant yard during bad weather.

Afternoon Break KS1

Reception Group 1 14:15 - 14:30 Junior Yard
Reception Group 2 14:15 - 14:30 Infant Yard

Y1 Group 1 14:30 - 14:45 Junior Yard
Y1 Group 2 14:30 - 14:45 Infant Yard

Key Workers - 14:45 - 15:00 Infant Yard

Y6 14:45 Mile a Day

End of Day

School will open gates from 15:15

Classes will have a staggered collection time to reduce adult contact. Only 1 adult is allowed to collect their child/children from school.

Both Newgate and Runshaw gates will be open. Parents must wait on Infant Yard if pupils are in Reception or Y1 and Junior Yard if pupils are in Y6. Social distancing measures must be adhered to. Parents must not gather at the doors, pupils will be released one at a time safely to their parents.

Key worker parents must collect from the main entrance again maintaining social distancing measures.

PPE

This is a personal decision and we will make gloves, aprons and masks available for all staff who wish to wear them. Government guidelines suggests PPE is not needed in child educational settings as long as distancing and appropriate hand washing takes place. However, we fully understand if staff wish to wear personal protection and will provide this for all that do.

1-1 Pupils

Staff working in close contact with 1-1 pupils must wear full PPE. They will socially distance where possible. This will be communicated to all eligible parents.

Staff Room

Only 6 people to be in the staff room at any one time. Please leave appropriate space between each chair. We encourage staff to eat outside where possible. We will also make the sunflower room and offices available.

Extras

Parents must phone in for any queries rather than grab class teachers at the door

Zoom Assemblies and Reflections replace whole school assemblies (in time)

Chris E to collect registers

Children to remain in classrooms where possible at all times

All children will walk on the left

Reception Outdoor area equipment to be reviewed for transmission.

One in and one out at toilets. Pupils must try to maintain social distancing measures where possible.

Staffing

*Subject to change

EYFS (1)	EYFS (2) (Y1 Class)	Y1 (1) (Y2 Class)	Y1 (2) (Y3 Class)	Key (1) Worker Y4	Key Worker Y5 (2)	Y6 (1)	Y6 (WW) (2)
Lydia Power	Emma Porter	Nic Bowden <i>M/T/W</i>	Jenna Willet	Jayne Salloum <i>* Subject to numbers</i>	Carol Banks <i>* Subject to numbers</i>	Matthew Macdonald	Helena Dixon*
Charlotte Arpino	Sarah Mapple	Marie Farnworth	Sharon Wilson				Denise Murphy
	Jannette Keegan						

Lunchtime Rota - Staff Breaks

Time	Monday	Tuesday	Wednesday	Thursday	Friday
11:30 - 12:00	Emma Porter Sarah Mapple Jayne Salloum Coach Mark Marie F	Emma Porter Sarah Mapple Jayne Salloum Coach Mark Marie F	Emma Porter Sarah Mapple Jayne Salloum Coach Mark Marie F	Emma Porter Sarah Mapple Jayne Salloum Coach Mark Marie F	Emma Porter Sarah Mapple Jayne Salloum Coach Mark Marie F
12:00 - 13:00	Teaching Staff Denise Murphy Carol Banks Sharon W	Teaching Staff Denise Murphy Carol Banks Sharon W	Teaching Staff Denise Murphy Carol Banks Sharon W	Teaching Staff Denise Murphy Carol Banks Sharon W	Teaching Staff Denise Murphy Carol Banks Sharon W
13:00 - 13:30	Debbie Speakman Jannette Keegan Charlotte Arpino	Debbie Speakman Jannette Keegan Charlotte Arpino	Debbie Speakman Jannette Keegan Charlotte Arpino	Debbie Speakman Jannette Keegan Charlotte Arpino	Debbie Speakman Jannette Keegan Charlotte Arpino

Reading Time Rota

Time	EYFS	EYFS	Y1	Y1	Y6	Y6
13:00 - 13:15	Lydia Power	Sarah Mapple	Nic B <i>M/T/W</i>	Jenna W	Matthew Mac	Denise M

Lunchtime Duty Rota - Children to eat in Class - Hot dinners to be collected from the Hall

Position	Monday	Tuesday	Wednesday	Thursday	Friday
Eyfs (1)	Sarah M	Sarah M	Sarah M	Sarah M	Sarah M
Eyfs (2)	Charlotte A	Charlotte A	Charlotte A	Charlotte A	Charlotte A
Y1 (1)	Marie F	Marie F	Marie F	Marie F	Marie F
Y1 (1)	Emma P	Emma P	Emma P	Emma P	Emma P
Y6 (1)	Mark L			Mark L	Mark L
Y6 (2)	Andy H	Andy H	Andy H	Andy H	Andy H
Key Workers	Jayne Salloum *Supervise lunch then assist on yard	Jayne Salloum *Supervise lunch then assist on yard	Jayne Salloum *Supervise lunch then assist on yard	Jayne Salloum *Supervise lunch then assist on yard	Jayne Salloum *Supervise lunch then assist on yard

PPA Rota

School will close to pupils from Friday at 13:00. All teaching staff will have Friday afternoon for PPA. NB PPA cover provided by Coach Mark

PE Rota

Time	Monday	Thursday	Friday
09:30 - 10:30	EYFS (1)	EYFS (swap each week)	Y6 (1)
10:30 - 11:30	EYFS (2)	Y1 (swap each week)	Y6 (2)
13:15 - 14:30	Y1 (1)	Y6 (1)	
14:30 - 15:30	Y1 (2)	Y6 (2)	

