

Oakgrove Integrated Primary and Nursery School



RETURN TO SCHOOL PLAN AUGUST 2020

Celebrating Diversity, Learning Together for Life

Oakgrove IPSN, Rectory Field, 19 Limavady Rd, L'Derry, BT47 6JY

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Dear Parent/Carer,

The Education Minister, Peter Weir announced that children will all return to school on a full-time basis in whole class ‘bubbles’. The Department of Education (DE) have published their re-opening guidance ‘New School Day’ for primary schools on 13th August. In response to this document, Oakgrove IPSN have planned for our pupils to start the new 2020/21 academic year in a safe and welcoming school environment.

Pupils and staff at Oakgrove IPSN will return to school according to Plan C. We’ll carefully monitor the Covid-19 situation and amend the return to school plan accordingly.

Possible scenarios for August 2020	Risk Factor	Impact	Oakgrove IPSN Response
Scenario A	Covid-19 rate is high and there is an increased risk from the virus in a second wave or cluster.	DE may direct further restrictions, lockdown or school closures.	While we hope that this will not be the case, we will follow DE direction if further restrictions or possible lockdown is required.
Scenario B	Covid-19 continues at the current rate with a low risk factor.	DE guidance requires social distancing of 1m between pupils and also staff. Increased hygiene measures. Schools can create safe ‘bubbles’. Implement blended learning strategies.	In this case, Oakgrove IPSN can safely accommodate half class groups with 1m social distancing. Half class groups work within specified ‘Oak Bubble’ or ‘Grove Bubble’. We would possibly return with a blended learning approach and a mix of 2 days in school/3 days remote learning. We will ensure that families attend school on the same days. Oak Bubble: Mon/Tues Grove Bubble: Thurs/Fri
Scenario C	Covid-19 is little or no risk and the government has lifted restrictions.	DE guidance states that all children will return to school within full classes ‘bubbles’. Continue increased hygiene measures.	Oakgrove IPSN will re-open to full classes working safely within a whole class ‘bubble’.

1) Restart Aims

Oakgrove IPSN Restart framework aims:

- a) Oakgrove IPSN is a safe place for pupils and staff.
- b) Oakgrove IPSN is a welcoming, friendly and nurturing school environment for pupils and staff.

2) Starting School

We ask that:

- All pupils know and understand the importance of **washing their hands regularly** throughout the day (wash hands while singing the 'happy birthday' song twice).
- Pupils know to follow the '**Catch it, Bin it, Kill it**' virus control measures, use tissues or inside of an elbow to sneeze and cough into.
- Pupils know and understand the need to **avoid touching their face**, in particular eyes, nose and mouth as much as possible.
- Pupils are aware of and can follow **2m social distancing** from other pupils and staff as much as possible.
- All pupils must be able to **use the toilet independently** and clean themselves properly after bathroom breaks.
- P1-7 pupils must **bring their own individual water bottle** as we are unable to provide shared drinking cups.

3) Equipment Required

- All pupils will wear the Oakgrove IPSN school uniform. We recommend that this is either washed or hung up and aired overnight in preparation to wear it again the next day.
- P1-2 Pupils will not need a school bag or pencil case.
- All stationery for Nursery, P1 and P2 will be provided by the school.
- On the first day of school, each child from P3-P7 will be asked to bring in a named pencil case which will be kept in school.
- Pencil cases should be able to be washed or wiped down easily. No furry, fluffy or material pencil cases allowed.
- Equipment cannot be shared between pupils, between teachers and pupils or brought in and out each day.
- Please **DO NOT** send in any school bags, PE Kits or any other item from home.

Necessary Equipment	Other Essentials
2 pencils	Water bottle (named)
Rubber	Mid-day fruit snack
Sharpener	Packed Lunch (Free school Meals will be provided with a packed lunch)
Colouring pencils	Coat
Ruler	Pack of tissues daily per pupil
Glue stick	
One box of tissues per child for classroom use	

4) Key Dates

Timeframe	Arrangements	Times
Week Beginning 17th August	Office staff, non-teaching and teaching staff will be on site to prepare for the new school year.	
Wednesday 19th August	Confirmation service for 2019/20 P7 classes. 3.30pm, St Oliver Plunkett's Church, Strathfoyle.	3.30pm
Friday 21st August	Leavers Lunch We'd like to invite all of our P7 Leavers to a socially distanced outdoor BBQ lunch with their year group friends and staff.	12.30-1.30pm
Week Beginning 24th August: 8.50am-11.45am Pupils return to school through a phased return and reduced timetable to help them settle back into learning after a prolonged break.		
Monday 24th August Last year's Nursery and this year's P7 2020/21 class pupils only	2019/20 Nursery classes return to Nursery in small groups with Mr Keenan & Mrs Ross. Mr Holly and Mrs Sargent will visit the Nursery groups to introduce themselves to the children.	9.30-10.30am morning class session 1.00-2.00pm Afternoon class session
	P7 classes are invited back to their 2019/20 P6 classroom with Mrs Williamson & Mr McGurk and classroom assistants.	8.50am-11.45am EA bus or taxi transport will not be available
Tuesday 25th – Friday 28th August	All P7 pupils attend school in their new P7 classes with Mr Collins and Miss Breslin. P2-P6 Pupils with Stage 5 SEN Statements will be invited for a class visit on Tuesday 25 th August.	8.50am-11.45am EA bus or taxi transport will not be available
Thursday 27th P2-7 pupils only	First day back for our P2-P6 pupils. Children will spend this session in their old class with last year's teacher and CA.	8.50am-11.45am EA bus or taxi transport will not be available
Friday 28th August P2-7 pupils only	P2-P6 pupils will start in their new classroom with their new class teacher.	8.50am-11.45am EA bus or taxi transport will not be available
Monday 31st August	Bank Holiday No pupils in school	
Tuesday 1st September	Nursery pupils start school in a phased intake New P1 pupils are invited in for individual Induction sessions with Mrs Sargent and Mr Holly P2-P7 pupils attend school full-time	Refer to Nursery Induction Pack Further details and times for P1 new pupil Induction will be posted out to families. P2: 8.50am-2.00pm P3-P7: 8.50am-2.40pm.

		<p>School bus and taxi transport starts</p> <p>All pupils should bring a packed lunch to school, Free School Meals will have lunch provided</p>
Week beginning 14th September	We aim to have our Acorn Activity Club (3.00-4.50pm) in operation by this week, depending on the Covid-19 situation.	

5) IMPORTANT HEALTH AND SAFETY:

If your child has been unwell within the last 24hours, it is imperative that they DO NOT attend school until they have fully recovered. Should your child display any signs and symptoms of any illness, they must remain at home until they have fully recovered. It is common, on starting school that germs, bugs and illnesses may be passed around. In order to keep everyone as safe as possible, we are asking that children presenting with any ailment should be kept at home.

6) Suspected case of Covid-19

If a child presents with any of the following three symptoms (as identified by the Public Health Agency), they will be removed from their class 'bubble' immediately and taken directly to a designated isolation room where they will be supervised. If this happens, a parent will be contacted to collect their child from school immediately.

- Elevated temperature
- Continuous cough
- Change in taste/smell

After each use of the isolation room, a deep clean will take place.

7) Pupils with medical needs

Parents of pupils with medical needs will be required to provide detailed information about each individual circumstance which will become part of an individual risk assessment. In this situation, parents will be invited to a consultation with Mr Gill (VP) to discuss and agree the risk assessment. Further consultation with external agencies may be required.

8) School Day

New Nursery pupils and new Primary 1 pupils will receive information regarding induction sessions separately. Check the school website password protected areas for updates.

- ❖ All pupils should clean their hands before they leave home each morning.

9) Arrival at school:

- The school gates will remain locked until 8.45am each day.
- Oakgrove IPSN school day will start between 8.50-9.10am as a staggered intake.
- **For health and safety reasons, parents will not be able to enter the school playground areas, building or access classroom areas.**
 - Parents with children in P3-P7 should drop their children off at their designated school gate, pupils will walk independently to their own entrance door.
 - Parents with pupils in Nursery, P1 and P2 may drop their children off at their designated door entrance for their year group.
 - To help keep everyone in the school community safe, we ask that families avoid congregating in groups and follow social distancing at all times.
- **Parents are encouraged to park in Ebrington Square and Foyle Arena car parks, then walk your child (ren) into school (Park and Stride).**
- Pupils will be assigned a specific gate to enter the premises and a specific door to enter the building.
- During September, we will not be able to open breakfast club to pupils.
- We ask that all children come into school between 8.50-9.10am. This will allow for the children to filter into school while maintaining social distancing and avoid groups congregating together.
- There will be hand sanitiser stations at each entrance door and a member of staff present to supervise. Please explain to your child (ren) that they will have to sanitise their hands before entering the building.

10) In-school Hygiene:

- We will provide pupils with the opportunity to wash their hands regularly throughout the day and provide hand sanitiser in locations where hand washing facilities aren't readily available.
- Classrooms will have additional cleaning supplies, tissues and hand sanitiser to use regularly throughout the day.
- Each Key Stage will have a remote digital thermometer provided. This may be used if a child presents with a suspected temperature or feels unwell during the school day.

11) Break and Lunch time

- School meals will operate within safe bubbles in classrooms.
- Pupils are asked to bring in a packed lunch, free school meals will have a packed lunch provided.
- Pupils will learn, play and eat together within a specified classroom and playground area.
- Break times and lunch times have been organised in a manner that will ensure that just members of that class bubble are playing together in the playground.

12) Home time

- At home time, parents are asked to remain outside of the school grounds.

- At pick-up time, parents may form a socially distanced queue at your designated gate to collect your family. This will operate as a one way system.
- Once you have collected your child (ren), please exit the school grounds immediately.
- During the week beginning 24th August, pupils will finish school at 11.45am.
- From 1st September, P2 pupils will finish school at 2.00pm, P3-7 pupils can be collected between 2.40-2.50pm.
- Families with surnames starting with A-L may be collected from the P1/2 playground gate between 2.40-2.50pm.
- Families with surnames starting with M-Z may be collected from the main staff car park gate between 2.40-2.50pm.
- Entrance points, collection points and exit gates to be used are shown as photographs later in this booklet.

13) Transport

Please note that there will not be any home to school bus or taxi transport for the week beginning 24th August. Home to school transport services start on 1st September.

The Department of Education guidance recommend that:

- ❖ Children showing any symptoms of COVID-19 **should not travel** to school.
- ❖ Home to school transport, either on public bus services or on school bus services, should only be used where there is no alternative available.
- ❖ Families are encouraged to travel to and from school by walking and cycling, where possible and if it is safe to do so.
- ❖ Parents arriving by car should not enter school grounds. Cars may be parked at a safe location close by and families walk to school following the identified safe crossing points e.g. Park and Stride from Ebrington Square or Foyle Arena.
- ❖ For those children who have no alternative but to use home to school bus service **“It is strongly recommended that all pupils regardless of age should wear a face covering on all buses, trains or taxis for the journey to school where it is appropriate for them to do so and they are able to handle them as directed.”** We are aware that due to the nature of some medical, physical, mental health reason or disability, some children may not be able to wear a face mask.
- ❖ Pupils are responsible for looking after their own individual face covering. When not in use, we recommend that face coverings are kept in a small clear plastic bag, clearly labelled with the child’s name.
- ❖ On the school bus service, pupils should sit with children from the same year group and carry their own supply of tissues.
- ❖ All pupils should clean their hands before they leave home each morning.

14) Visitors to school

Oakgrove IPSN is open to pupils and staff only. For health and safety reasons, all non-essential visitors will not be permitted to enter the building. Any essential visitors and/or delivery drivers will have to adhere to PHA guidance, social distancing and wear a face

mask. Please refer carefully to the visitor/delivery signs displayed for further information.

15) Bubble Safety:

Pupils will be kept as safe as possible within a protected ‘bubble’. Each bubble will have five designated areas that children will use while in school. Each bubble will be the only group of children accessing these areas and they will not have contact with children or classes outside of their bubble group.

Each class bubble will have:

- 1) Designated entry gate to use daily
- 2) Designated door to enter and exit the building
- 3) Designated classroom which will also be used at break and lunch times.
- 4) Designated toilets
- 5) Designated playground area

16) ENTRY POINTS

	Entrance Gate	Entrance Door
Nursery	 <p>Enter via Nursery gate</p>	 <p>Enter/exit via Nursery double doors</p>
Primary 1	 <p>Enter via P1/2 playground gate</p>	 <p>Enter/exit via P1/2 resource area double doors</p>

Primary 2



Enter via P1/2 playground gate



Enter/exit via P1/2 resource area double doors

Primary 3



Enter via main pedestrian gate



Enter/exit via P3/4 resource area double doors

Primary 4



Enter via main pedestrian gate



Enter/exit via P4 door

Primary 5



Enter via P1/2 playground gate



Enter/exit via P5 door

Primary 6



Enter via delivery gate



Enter/exit via P6 door

Primary 7



Enter via main pedestrian gate



Enter/exit via P7 door

17) EXIT/COLLECTION POINTS

At the end of the school day, collection points will be organised alphabetically so that families can all leave together from the same collection point. Parents are asked to form a socially distanced queue following a one way system.

2.40-2.50pm

Families with surnames ending in the letters A-L can be collected from the P1/2 Playground Gate. Parents can stand socially distanced from the gate in a line going back towards the Nursery.



2.40-2.50pm

Families with surnames ending in the letters M-Z can be collected from the Staff Car Park Gate. Parents form a socially distanced queue down the middle of the staff car park and leave via the main pedestrian gate in a one way system.



This information is correct as of 14th August and will be subject to change.

OAKGROVE IPSN FAMILY HOLIDAY CALENDAR 2020/21												
	August	September	October	November	December	January	February	March	April	May	June	July
Mon		31		2			1	1			31	
Tue		N-P7 Pupils 1		3	1		2	2			1	
Wed		2		4	2		3	3			2	
Thu		3	1	5	3		4	4	1		3	
Fri		4	2	6	4	1	5	5	2		4	

Mon	3	7	5	9	7	4	8	8	5	3	7	
Tue	4	8	6	10	8	5	9	9	6	4	8	
Wed	5	9	7	11	9	6	10	10	7	5	9	
Thu	6	10	8	12	10	7	11	11	8	6	10	
Fri	7	11	9	13	11	8	12	12	9	7	11	

Mon	10	14	12	16	14	11	15	15	12	10	14	
Tue	11	15	13	17	15	12	16	16	13	11	15	
Wed	12	16	14	18	16	13	17	17	14	12	16	
Thu	13	17	15	19	17	14	18	18	15	13	17	
Fri	14	18	16	20	18	15	19	19	16	14	18	

Mon	17	21	19	23	Half Day 21	18	22	22	19	17	21	
Tue	18	22	20	24	22	19	23	23	20	18	22	
Wed	19	23	21	25	23	20	24	24	21	19	23	
Thu	20	24	22	26	24	21	25	25	22	20	24	
Fri	21	25	23	27	25	22	26	Half Day 26	23	21	25	

Mon	N + P7	24	28	26	30	28	25		29	26	24	28
Tue	P7	25	29	27		29	26		30	27	25	29
Wed	P7	26	30	28		30	27		31	28	26	Half Day 30
Thu	Old Class	27		29		31	28			29	27	
Fri	New Class	28		30			29			30	28	