

# EDWARD PEAKE MIDDLE SCHOOL

## REOPENING GUIDE FOR FAMILIES

### MARCH 2021

*"I will instruct you and teach you in the way you should go; I will  
counsel you with my loving eye on you"*

*Psalm 32.8*

"God is our refuge and strength, an ever-present help in trouble."

Psalm 46:1

As a leadership team, we have always tried to do what is right for our school community and we will continue to do so to the best of our abilities

We will do our very best to keep our community safe and that, whatever we decide, will be the best we can do.

This booklet is hopefully a comprehensive overview of the procedures that will help us all to keep safe. Further information and guidance will be sent out as and when we receive it.

We hope that you will see that we have planned with safety and protection of all at the centre of our thinking.



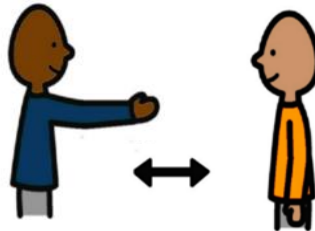
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We have been inside because of Coronavirus. Coronavirus can make people feel very unwell.



To make sure we can help people stay safe, we have to be socially distant from others unless they live in our houses.



Social distancing means we have to stay two metres away from people when we are out in public.

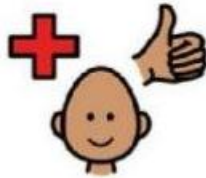


When we go back to school, we will still have to practise social distancing when it is possible and we will need to wash our hands more often.

Social distancing will help to keep



us safe

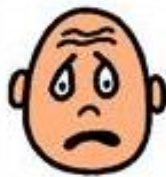


It will feel strange because I cannot hug, high five or touch anyone who does not live in my house

don't touch



Things may feel different for a while; this might make me feel sad or worried



If I feel sad or worried I can talk to my parents or my teachers and they will help me feel happy and calm



Social distancing may be strange but it will help keep everyone happy, healthy and safe.

## **Introduction**

### **Section 1: What if someone gets the virus in school?**

If your child is experiencing symptoms associated with COVID19 please do not send them into school:

- 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.

As a reminder, pupils should self-isolate and not come to school if they:

- Have coronavirus symptoms or have tested positive
- Live with someone who has symptoms or have tested positive
- Are a close contact of someone who has tested positive

A bubble will be asked to isolate for 10 days if someone tests positive within the bubble.

## **Section 2: Communication**

We want to keep you updated with all the latest information that we need you to know.

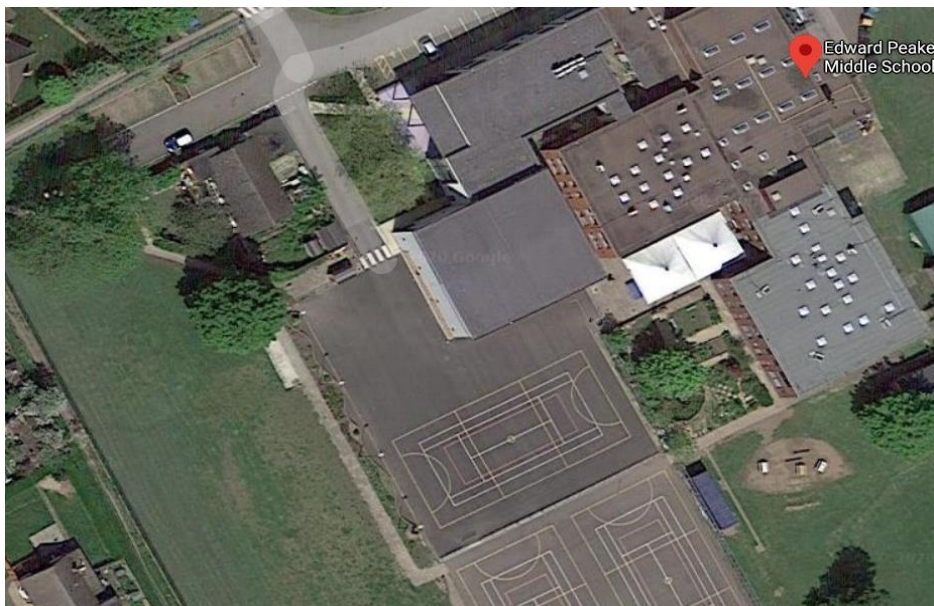
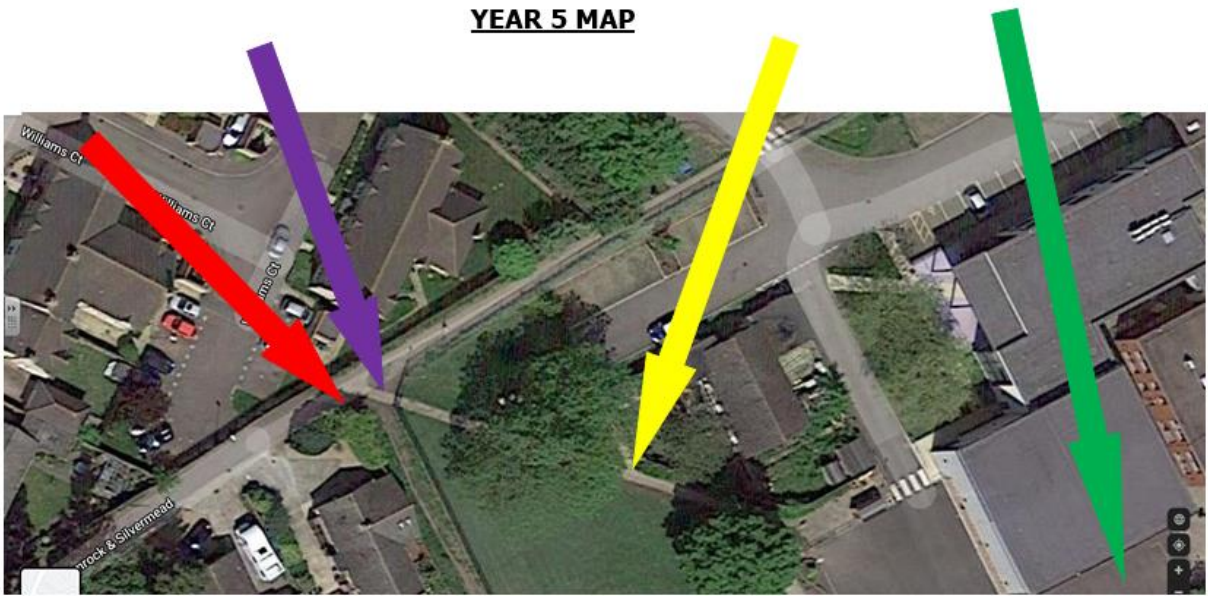
We will do this in the following ways so make sure you ask your parent/carer to check their emails and the following platforms for school news on a regular basis (it is also worth checking that they have given school their up to date email address and phone number);

- Bulletin/Newsletter
- School website
- Letters
- School comms email
- Twitter

**Section 3: My first day**  
**Monday 8 March: Year 5 and 6**

<b>Arrival time</b>	8.30 - 8.40am
<b>What do I need?</b>	My equipment, water bottle, break time snack and lunch.
<b>Entry location in to school</b>	
<ul style="list-style-type: none"><li>● KS2 pupils should line up at the following points ready to come in to school YEAR 5-Lining up along the wooden fence on the main public footpath. YEAR 6-Lining up along the green fence running alongside the main school field.</li> <li>● KS2 pupils will enter from the pupil gate.</li><li>● The pupil gate is located on the public footpath which can be accessed from Potton Road.</li><li>● Parents and carers will be asked to wait on the far side of the concrete bollards to protect all members of our community.</li><li>● pupils will walk along the single track towards the playground. They will not access the field area. They will walk in single file along the path.</li><li>● They will be met on the lower playground by form teachers.</li></ul>	

**YEAR 5 MAP**



<b>Purple arrow</b>	KS2 pupils should enter here
<b>Red arrow</b>	Parents/carers should enter here.
<b>Yellow arrow</b>	KS2 pupils should walk along the single track pavement.
<b>Green arrow</b>	KS2 form tutors will collect pupils from the lower playground



**Monday 8 March 2021: Year 7 and 8**

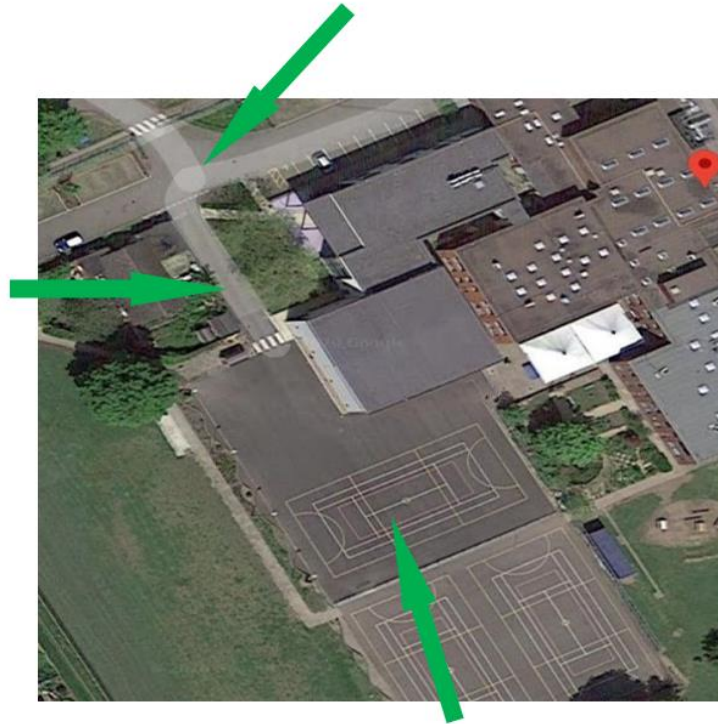
<b>Arrival time</b>	8.40am-8.50am
<b>What do I need?</b>	My equipment, face covering, water bottle, break time snack and lunch.

**Entry location in to school**

- Year 7 and 8 pupils will enter from the main gate.
- The footpath can be accessed via Potton Road.
- Parents and carers will be asked to wait on the Potton Road and not enter the school site.
- Pupils will walk along the single footpath towards the main gate. They will not access the turning circle area. They will walk in single file along the path.
- They will be met by a member of staff.
- They will walk across the main playground towards the upper playground.
- They will be met on the upper playground by form teachers.




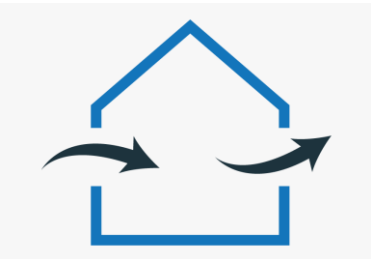






<b>Purple arrow</b>	KS3 pupils should enter here
<b>Red arrow</b>	Parents/carers should wait here
<b>Yellow arrow</b>	KS3 pupils should walk along the single track path next to the railings. Cross on the zebra crossing to the pedestrian gate.
<b>Green arrow</b>	KS3 pupils will walk down to the upper playground. KS3 form tutors will collect pupils from the upper playground

## **Section 4: Protection for all**

The safety and wellbeing of all members of our community remains our highest priority.

<p><b>Cleaning</b></p> 	<p>Surfaces and equipment will be cleaned regularly. Extra bins will be around the school site. You will be expected to use tissues and hand sanitiser. The school will have lots of hand sanitiser stations around the building.</p> <p>Classrooms will be deep cleaned every day to ensure all members of the school community are protected.</p>
<p><b>Ventilation</b></p> 	<p>Windows and doors will be open to ensure classes have lots of fresh air.</p> <p>Pupils will have the opportunity to go outside at break and lunchtimes.</p>
<p><b>Handwashing</b></p> 	<p>All children: frequently wash their hands with soap and water for 20 seconds and dry thoroughly.</p> <p>All members of the school community will clean their hands on arrival, before and after eating, and after sneezing or coughing.</p>
<p><b>Touch</b></p> 	<p>Pupils are encouraged not to touch their mouth, eyes and nose.</p> <p>Hand sanitiser stations will be set up for staff and pupils entering the building and in classrooms.</p>



**CATCH IT.**



**BIN IT.**



**KILL IT.**

**Outside spaces**



For exercise, break and lunch only.  
The PE department will provide guidance on non-contact games.

The field will be fenced off into different areas. Groups should remain in their designated areas.

**Parents/carers**



Parents/carers will be required to book telephone appointments with staff.

No parent/carer vehicles will be permitted on the school site or front drive. The school will actively promote walking/cycling in line with government recommendations.

Parents should not gather in the waiting areas or on the public footpath immediately outside the main gates.

**Transport**



Parents and pupils should, wherever possible walk or cycle between home and school, or travel by private car.

You will have to wear a face covering if you travel by bus.



Only come to the front office if you arrive late for school.

You will not be permitted to go to the front office for any other reason. If you need first aid or feel unwell, you should tell your class teacher or a midday supervisor.

### Personal Protection Equipment



### Face coverings

KS3 will be expected to wear a face covering in the following areas:

- Classrooms, HIVE, PEAKE
- Corridors
- Shared spaces (megahall/sports hall if a bubble briefing takes place)
- Entering and exiting the school site to ensure protection for all.



Pupils will not be expected to wear face coverings when eating lunch in the megahal or classrooms. Face coverings will not be worn during PE lessons and some practical lessons. You will not be expected to wear a face covering outside during break or lunch.





The guidance regarding face coverings may change after the Easter holidays. We will update families once we receive further guidance.

KS2 pupils are not expected to wear a face covering at all. A pupil in KS2 may select to wear a face covering in the same areas as KS3. The school will actively support families who wish to do this.

Teaching and support staff will be wearing face coverings on the school site.

First aid staff will wear a mask when they provide treatment. Please don't be worried about this. They will still be very friendly and kind.

<p style="text-align: center;"><b>Bubbles</b></p> 	<p>Pupils will be placed in bubbles. Resources will be shared across key stages after a comprehensive risk assessment.</p> <p>Teaching, pastoral and support staff will move across bubbles in order to facilitate the timetable.</p>
<p><b>Lunchtimes and break times</b></p> 	<p>All pupils will eat in their classrooms. When the weather improves KS3 will be able to eat outside.</p> <p>A reduced hot lunch menu will be provided. Pupils will be asked to order in the morning.</p> <p>We have moved to a cashless system so payments for school dinners and other expenses are to be made via the school gateway.</p> <p>Until further notice we are unable to provide our break tuck service - pupils should bring their own if requiring one.</p> <p><b>No food</b> can be shared with friends.  You must bring a water bottle and labelled lunch bag/box.  Water bottles can be filled up at the water fountain.  You will still be able to go outside for break and lunchtime. Each key stage has a designated space on the field and playground.</p> <p>The climbing frames and wall are out of bounds.  The PE department will give you lots of ideas for non contact games!  You might not be with your friends at lunch and break times if they are not in your year group.</p> <p>Playground equipment will not be available at the moment, items are not to be brought from home to play with until further notice.</p> <p>Remember we are doing this to keep you safe.</p>

<p style="text-align: center;"><b>Toilets</b></p> 	<p>Toilets will be allocated to specific bubble groups. You will use hand sanitiser before and after.</p> <p>Make sure you flush with the toilet lid down!</p> <p>You will be allocated a specific toilet block. Form tutors will show you which toilets to use.</p>
<p style="text-align: center;"><b>Staircases and entry/exit points</b></p> 	<p>Pupils will then use different entry points and staircases to reach their classrooms.</p> <p>All pupils will visit different hand sanitiser stations under the pupil canopy when they arrive in school.</p> <p>Your teacher will tell you which staircase/entry/exit points to use.</p>
<p style="text-align: center;"><b>Assemblies</b></p> 	<p>Assemblies will be delivered electronically.</p> <p>Opportunities for collective worship with your bubble.</p> <p>No whole school assemblies or collective worship in the megahall due to social distancing.</p>
<p style="text-align: center;"><b>Signs and floor markings</b></p> 	<p>Signs showing the different routes around the building.</p> <p>Social distancing posters will be displayed in key areas.</p> <p>Floor markings or signs are used, where necessary, to indicate any two-metre spacing, e.g. where queues are likely to form.</p>





**All** members of the school community will be expected to walk on the left hand side.

### Equipment



Every pupil is asked to provide the following basic items of equipment for every lesson

- Face covering (KS3)
- Black/blue handwriting pen (not a biro or cartridge pen)
- Pencil
- 30 cm ruler (non-bendy)
- Pencil eraser
- Pencil sharpener
- Colouring pencils/fine fibre tips
- Calculator
- A4 plastic wallet for homework
- Water bottle - clearly labelled with name
- Reading book





### Mobile phones



Mobile phones will be collected by form tutors during morning registration. Mobile phones must be turned off and clearly labelled. The phones will be securely stored in the main office.

KS2 mobile phones will be returned to pupils in the afternoon by their lesson 5 teacher.

KS3 mobile phones will be returned to pupils in the afternoon by their form tutor.

<p><b>Classrooms</b></p> 	<p>Desks and chairs will be arranged in rows, facing the front wherever possible. There will be a distance between pupil and teacher desks.</p> <p>Teachers will be delivering lessons from the front of the classroom.</p> <p>Removal of soft furnishings like cushions and blankets.</p> <p>Windows will be open to get as much fresh air as possible.</p> <p>You will not be able to go into other classrooms that have other bubble groups in.</p>
<p><b>First aid</b></p> 	<p>You will still be given first aid treatment for injuries or illnesses.</p> <p>Teachers will remind you of the process for first aid.</p> <p>The first aid will be still very friendly and kind to you.</p>
<p><b>Fire safety</b></p> 	<p>Fire drills are still happening before you arrive on the school site. Fire exits will be used as normal.</p> <p>The fire muster point will remain on the playground due to spacing restrictions around the site. Your class will be given a fire line number.</p> <p>Social distancing may not be followed during the evacuation process. The priority is to get all people safely out of the building in a given timeframe.</p>
	<p>Seven bells will be called in the event of lockdown/intruder concern.</p> <p>All pupils and staff should take cover underneath a desk to ensure safety.</p> <p>Doors should be closed and locked if possible.</p> <p>Social distancing will not be adhered to in the event of a lockdown/intruder concern.</p>


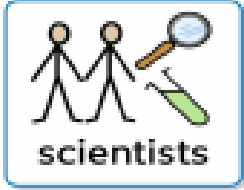





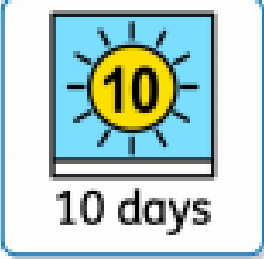

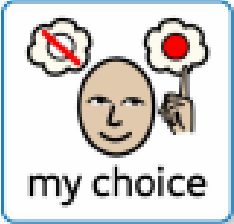


**Uniform and PE kit**

Children will be allowed to wear the school PE kit on their designated PE lesson day.

You won't be allowed to use the changing rooms.

## Having a Covid test in school

 <p>PPE</p>	<p>Testing in schools is one way to find out if people have the COVID virus even if they do not have symptoms. If someone knows they are negative they can carry on coming to school.</p> <p>I can talk to my teachers and parents to plan what I am going to do. Staff will be wearing PPE during the test.</p>
 <p>scientists</p>	<p>A lateral flow test is one that can be done in school and the results are given quickly. Scientists have developed this, aren't they amazing!</p>
 <p>nose swab</p>  <p>throat swab</p>	<p>Posters and videos will show me what will happen when I am asked to go for a test. There will be people dressed in PPE who will help me. I will swab my nose and mouth.</p> <p>Swabs are pieces of cotton wool on a stick that collect mucus from my throat and nose. I can put the swab in the tube and follow the instructions from the staff.</p>
 <p>30 minutes</p>	<p>It takes 20-30 minutes for the results to be known. I don't have to wait in the clinic for my results.</p>

 <p>10 days</p>	<p>If I have some COVID virus they will be detected. I may not feel ill at all. This is good. But I will have to go home. Then after 10 days of staying away from people, I should be able to go back to school.</p>
 <p>helpful</p>	<p>Having a test is about helping everyone. It is a good thing even if it feels a little uncomfortable.</p>
 <p>my choice</p>	<p>The test is very quick. It is voluntary. No one will make me have a test, but they will help me understand it and try my best to feel comfortable.</p>
 <p>teachers</p>  <p>help</p>	<p>Every time I am be asked to do a Lateral Flow Covid test, my teachers will go through the information with me and help me feel safe.</p>

## Section 5: The school day

### Year 5

Arrival at school	08:30-08:40
Registration and Collective Worship	08:40-09:10
Breaktime	11:10-11:25
Lunchtime	12:40-13:20
Afternoon Registration and Community Circle	12:25-12:40
Departure from school	15:20

### Year 6

Arrival at school	08:30-08:40
Registration and Collective Worship	08:40-09:10
Breaktime	11:10-11:25
Lunchtime	12:25-13:05
Afternoon Registration and Community Circle	13:05-13:20
Departure from school	15:20

### Year 7

Arrival at school	08:40-08:50
Registration	08:50-09:10
Breaktime	11:10-11:25
Afternoon Registration and Collective Worship	12:25-12:40
Lunchtime	12:40-13:20
Community Circle	15:20-15:30
Departure from school	15:30

## **Year 8**

Arrival at school	08:40-08:50
Registration	08:50-09:10
Breaktime	11:10-11:25
Afternoon Registration and Collective Worship	12:25-13:05
Lunchtime	13:05-13:20
Community Circle	15:20-15:30
Departure from school	15:30

*\* Pupils who use the school bus will arrive on site at approximately 08:30. KS2 pupils will be sent to the designated area on the playground and KS3 pupils held back outside the gates until 08:40. All pupils who go home via school bus will leave the site at 15:20*

## **Section 6: Safeguarding**

If you have any concerns about the safety or wellbeing of yourself or another member of our community you can ask to speak to our Designated Safeguarding Lead - Miss Butchard; or one of our Deputy Designated Safeguarding Leads - Mrs Jeffs, Mrs Rowley or Miss Linington.



## **Section 7: Behaviour**

### **Our Behaviour and Attitude to Learning in response to Covid-19**

This is a strange time and we must put in place a wide range of processes so that everyone within our community is kept safe.

*"Do to others as you would have them do to you" (Matthew 7:12)*

The safety of all of our community matters and is valued, we have an even higher expectation of how you conduct yourselves during this time.

Everything we do is in the best interests of individual pupils and the school community in terms of safety, wellbeing and expectation.

On your first day you will be taught the new expectations in terms of conduct in school and how we must all work together to keep us all safe. You have a key role in all of this. Below you will find the consequence and rewards staircases for Edward Peake from March 2021. As government guidance is released we will review our procedures always with our community safety as our first priority.



## Safe Caring Learning

**Behaviour and Attitude to Learning** - The school policy will be followed as it stands with the following amendments:

**Social distancing** - It is not possible for pupils to observe 2m distancing in a school context. Where possible all adults will maintain 2m distancing from each other and pupils

**Physical Contact** - Is not acceptable within school and pupils will maintain the 'bubbles' and will not share any equipment unless it has been sufficiently cleaned. Lunchtimes will be staggered with individual year groups having specified outdoor 'pods', supervised by members of staff. There will be no contact games and the PE dept will issue guidance on appropriate activities to keep everyone safe.

**Movement around school** - Pupils keep to the left and will move around school following the one way systems where signposted, the staggered lunchtimes and the markers around school to indicate distancing and direction.

Where any pupil puts themselves or others safety at risk or instigates anxieties in others related to Covid-19 they may be required to remain at home.

**Toilets and hygiene** - Toilets will be able to be used by year group bubbles. Hand sanitisers will be stationed outside for use on entry and exit of toilets. Frequent hand washing, and use of hand sanitisers is the new norm.

**Spitting or coughing** - Deliberately spitting or coughing at or towards any member of our community is unacceptable, the safety of our community is important.



# CONSEQUENCE STAIRCASE

*Restorative practice underpins each section.  
Values-based discussions underpin each section.*



- \*Prohibited items 1 – blu-tak, energy or canned drink, pressurised liquid container e.g. deodorant spray**
- \*Prohibited items 2 - tobacco, cigarette papers, lighter/matches, illegal drug related items, alcohol, fireworks, offensive weapons, pornography, stolen items.**

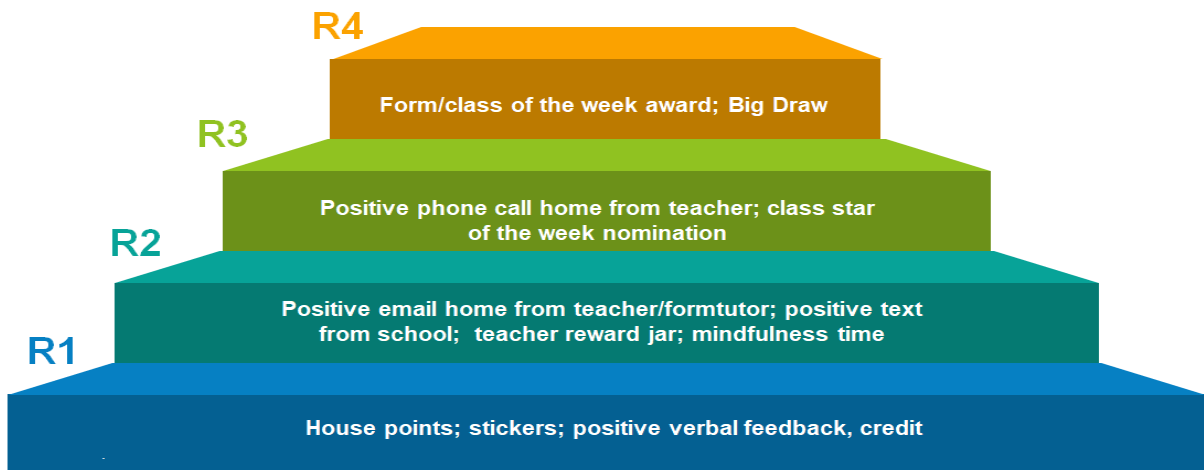


## **REWARDS STAIRCASE**



*Restorative practice underpins each section.*

*Values-based discussions underpin each section.*



*Both staircases will be adapted as we learn to live and work together with the 'new normal' in full discussion with our Edward Peake community.*

## Section 8: Pastoral support

It is very important to us that you feel supported during this tricky time. The HIVE and inclusion team will provide lots of opportunities for support and advice when you return to school.



### HIVE team

Mrs Rowley, Mrs Horwood, Mrs Pearce and Mr Dunne

Any support provided will be given observing the social distancing expectations.

### What happens if something goes wrong?

Type of incident	What could happen?	Who will deal with the situation?
<p><b>Low level/amber incident (C1-C3)</b></p>	<p>Advice from my teacher regarding my behaviour and expectations.            Reflection time to consider choices in lesson.            Move seats            I might have to stop using some of the ICT equipment.            Restorative conversation with my teacher and pastoral support.            Socially distanced walk to reflect on my behaviour.            Detention issued            Parents/carers contacted</p>	<p>Class teacher, teaching assistant or member of pastoral staff</p>
<p><b>Red level incident (C4 on the staircase)</b></p>	<p>Discussion with SLT            Parents/carers contacted            Loss of technology use in school            C4 detention            Fixed term exclusion</p>	<p>Pastoral support            SLT</p>

## **Section 9: Lessons in School**

It is important for all pupils to have access to a full broad and balanced curriculum and will therefore be running all lessons although there may be some adjustments in how they are taught to ensure everyone is safe.

The adults in school have been told that they need to stay two metres from pupils whenever possible and that if they need to be closer than this to help with work or to help you with anything else that they should not do this for longer than fifteen minutes. They may also wear a mask whilst doing this.

It is important that pupils bring all their equipment to every lesson as staff won't be able to give spare equipment out. Specialist equipment such as science and music equipment will be thoroughly cleaned and disinfected between each group.

We have adapted our school curriculum to reflect that many of our pupils have not been in school since January and may have completed different amounts of learning at home. Our approach will be broken down into three stages:



**Map**



**Master**

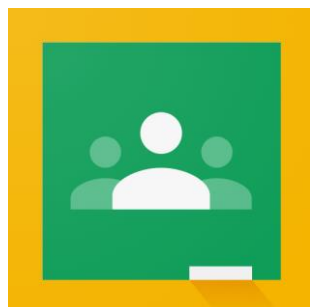


**Move Forward**

Staff will spend the first few lessons mapping where pupils are currently and checking what they need to work on next. They will then ensure that pupils have mastered the essential learning from the previous school year and then help them to move forward with new learning.

We will be focusing on rebuilding relationships and our school community, making the learning journey clear to pupils, helping them to understand how they will be learning and giving them the space to readjust to being back in school.

We will be using homework to embed and recap on essential skills and knowledge in different subject areas. Homework will be shared via Google Classroom. There is a guide for parents in the 'General Letters' page of our school website.



## **Section 10: Home Learning**

# **HOME LEARNING**

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We hope that all pupils will be able to attend school full time but in the event that individuals or a group of pupils have to isolate at home, work will be provided for pupils in line with your Remote Education Arrangements Guidance which can be found on our website here: <https://www.edwardpeake.beds.sch.uk/parents/supporting-learning/>

We will teach the same curriculum online as we do in school although some alterations will need to be made for practical subjects such as Art, DT and PE. All pupils will receive the equivalent of five hours learning, following the usual allocation for subjects in school. All pupils work at different speeds and therefore extension activities will be available for pupils who complete any work quickly. No pupil is expected to spend more than five hours on work each day. If your child is routinely spending longer than this, please contact your child's teacher who will be able to provide support or adapt work as required.

We recognise that some pupils may not have suitable online access at home. We take the following approaches to support those pupils to access remote education:

We have a number of devices that can be loaned to pupils if they do not have suitable devices with which to access online work. If you feel your child would benefit from this you should contact the school office on 01767 314562 or [info@edwardpeake.beds.sch.uk](mailto:info@edwardpeake.beds.sch.uk) to request a device. The demand for devices can sometimes be greater than the number of devices we have. If this occurs, we will allocate devices in the following order:

- Pupils identified as vulnerable as they have special educational needs, are in receipt of pupil premium, are a looked after child or have been identified as vulnerable by the school.
- Pupils who have no suitable device to access
- Pupils who are struggling to access work as they are sharing devices with other family members

We use a combination of the following approaches to teach pupils remotely:

Recorded teaching- we will utilise videos recorded by teachers to support your child's understanding of the lesson being taught. We will also use videos produced by groups who specifically produce resources for remote education for example Oak Academy and The Greenshaw Trust. These will only be used if they support the teaching of our in-school curriculum.

Video resources provided by White Rose Maths. These will support the teaching of Maths in all year groups. These will be aligned to our school curriculum as we follow the White Rose programme.

Google Meets will be used to check in with pupils, provide feedback, give pupils the opportunity to ask questions about the work completed so far and for teachers to teach pupils a particular skills or concept. These may take place with the whole class or with smaller groups depending on the need as assessed by the teacher.

These approaches allow us to ensure that as many pupils as possible can access learning regardless of when in the day they are completing the work. This is particularly important where families are sharing devices.

Staff will stay in regular contact with pupils working at home and will raise any concerns with engagement with parents/carers.

## **Section 11: Key information**

### **Removal of items from school**

Staff and pupils should aim to limit the items taken to and from school. Books and folders used by children should not be removed from the school site. Items travelling to and from school will be limited.

### **Food**

Pupils **must** bring their own food in a sealed and labelled bag or box. Items should not be shared with other members of the community. The shared use of snacks, drinks and other refreshments is **not** allowed. **No** celebration cakes or sweets will be permitted in school during this time. The school kitchen will be offering a reduced hot menu and packed lunch.

### **Walking/cycling/using a scooter**

Pupils can store bicycles and scooters safely at school, it is advised that they lock their belongings securely. The school has designated areas for storing bicycles and scooters. Pupils should ensure the designated area is vacated as quickly as possible. The school is following government advice regarding public transport and cars.

## **Section 12: Wellbeing and support**



Although we are beginning to move towards a 'new normal' and everyone is returning to school it is vitally important that you are kind to yourself.

What can help your mental health and wellbeing?

- All pupils are members of the EPMS Wellbeing google classroom.

### **Class code: 4jpsrz6**

Here you will find many activities and websites that have been sought out to help support your wellbeing.

- You will have received emails reminding you of the email facility we have set up;

[worried@edwardpeake.beds.sch.uk](mailto:worried@edwardpeake.beds.sch.uk)

This is being looked after by Mrs Jeffs; Miss Butchard; Mrs Rowley; Mrs Pearce and Mrs Horwood only. They will respond to your email as soon as possible.

- Bedfordshire Health Visiting and School Nursing Service provide a confidential texting service offering advice and support ChatHealth Text: 07507 331450.
- If you are at school speak to a member of staff, observing social distancing about your concerns. Talking is good.



- **Kooth** is a web based confidential support service available to young people. Kooth provides a safe and secure means of accessing mental health and wellbeing support designed specifically for young people.

**Kooth** offers young people the opportunity to have a text-based conversation with a qualified counsellor. Counsellors are available from 12noon to 10pm on weekdays and 6pm to 10 pm at weekends, every day of the year on a drop-in basis. Young people can access regular booked online counselling sessions as needed. Outside counselling hours' young people can message our team and get support by the next day.

To find out more visit [www.kooth.com](http://www.kooth.com) where young people can register and others can find out more about the service.

You can also view a short video about the service at: <https://vimeo.com/318731977/a9f32c87de>.

### **5 steps to wellbeing:**



- **Connect** – connect with the people around you: your family, friends, teachers and neighbours. Spend time developing these relationships.
  - **Be active** – you don't have to go to the gym. Take a walk, go cycling or play a game of football. Find an activity that you enjoy and make it a part of your life.
  - **Keep learning** – learning new skills can give you a sense of achievement and a new confidence. So why not sign up for that cooking course, start learning to play a musical instrument, or figure out how to fix your bike? Find out more in
  - **Give to others** – even the smallest act can count, whether it's a smile, a thank you or a kind word. Larger acts, such as volunteering at your local community centre, can improve your mental wellbeing and help you build new social networks.
  - **Be mindful** – be more aware of the present moment, including your thoughts and feelings, your body and the world around you. Some people call this awareness "mindfulness". It can positively change the way you feel about life and how you approach challenges.
- Ensure that you are managing your time and balancing continued school work with personal time - time spent on yourself, whether that be reading, going for a walk, video conference a friend/s, physical exercise; time with family; eating well; sleeping well.
  - Whilst we are reliant on technology more than ever at this time, try to give yourself a break from screens, particularly in the hour before bedtime.
  - Appreciate the time we have in school to see and chat to people but remember to be mindful of the anxieties of others too by observing the new protocols put in place to support our community and keep us all safe.

## **Appendix 1: Useful websites and resources**

<https://www.gov.uk/coronavirus>

<https://www.gov.uk/guidance/travel-advice-novel-coronavirus>

<https://www.gov.uk/government/publications/guidance-to-educational-settings/about-covid-19>

<https://www.nhs.uk/conditions/coronavirus-covid-19/common-questions/>

### **Department for Education Coronavirus helpline**

The Department for Education has a new helpline to answer questions about COVID19 related to education. Staff, parents and young people can contact the helpline as

follows:

Phone: 0800 046 8687

Email: [DfE.coronavirushelpline@education.gov.uk](mailto:DfE.coronavirushelpline@education.gov.uk)

Opening hours: 8am to 6pm (Monday to Friday)

### **Wellbeing sites and resources:**

<https://student.kooth.com/>

<https://www.childline.org.uk/get-support/1-2-1-counsellor-chat/>

<https://www.studentminds.org.uk/coronavirus.html>

<https://mailchi.mp/successatschool/looking-after-your-mental-health-during-lockdown>

<https://www.mind.org.uk/information-support/for-children-and-young-people/coronavirus/coronavirus-and-your-wellbeing/>

5 steps to wellbeing: <https://www.nhs.uk/Conditions/stress-anxiety-depression/Pages/improve-mental-wellbeing.aspx>:

If you give them a try, you may feel happier, more positive and able to get the most from life.

<https://www.annafreud.org/coronavirus-support/support-for-young-people/>

<https://www.childline.org.uk/info-advice/your-feelings/mental-health/taking-care-of-yourself/>

<https://www.childline.org.uk/get-support/message-boards/>

<https://www.childline.org.uk/info-advice/friends-relationships-sex/friends/helping-friend/>

<https://www.childline.org.uk/info-advice/your-feelings/anxiety-stress-panic/managing-your-anxiety/>

## Online Learning Websites to support your continued education

- Oak National Academy - <https://www.thenational.academy/online-classroom>
- BBC Bitesize Daily Online Lessons - <https://www.bbc.co.uk/bitesize/dailylessons>
- Audio books Online - <https://stories.audible.com/start-listen>
- Classroom secrets home learning packs - <https://classroomsecrets.co.uk/free-home-learning-packs/>
- Elevenses - World of David Walliams - <https://www.worldofdavidwalliams.com/elevenses/>
- English Mastery - <https://www.englishmastery.org/>
- Literacy Shed - <https://www.literacyshedplus.com/browse/free-resources>
- Poetry by heart - <https://www.poetrybyheart.org.uk/>
- Childrens Poetry Archive - <https://childrens.poetryarchive.org/>
- Maths Mastery - <https://www.mathematicsmastery.org/free-resources>
- Bowland Maths - <https://www.bowlandmaths.org.uk/>
- Nrich Maths - <https://nrich.maths.org/solvingtogether>
- White Rose Maths Home Learning - <https://whiterosemaths.com/homelearning/>
- STEM Learning - <https://www.stem.org.uk/>
- Fitness Blender - <https://www.fitnessblender.com/>

## Appendix 2: FAQ for parents/carers

<p>Will my child have to attend school in March?</p>	<p>Our aim is to have all children back on 8 March so it is important all safety control systems are put in place ready for this. Do not send your child into school if he/ she is showing Covid-19 symptoms in the last week 01-07 March..</p>
<p>My child is clinically vulnerable/extremely vulnerable and has been shielding. Can he/she return in March?</p>	<p>Yes. We now know much more about coronavirus (COVID-19) and so in future there will be far fewer children and young people advised to shield whenever community transmission rates are high. Therefore, the majority of pupils will be able to return to school. You should note however that:</p> <ul style="list-style-type: none"> <li>• a small number of pupils will still be unable to attend in line with public health advice because they are self-isolating and have had symptoms or a positive test result themselves; or because they are a close contact of someone who has coronavirus (COVID-19).</li> <li>• Pupils who have received <b>their own</b> shielding notification due to being clinically extremely vulnerable (CEV) will continue to be supported by school with remote education.</li> </ul> <p>Children who have a CEV household member shielding are expected in school to continue their education. Parents/carers should contact the main office to discuss their concerns regarding children who have been shielding.</p>
<p>What if my son/daughter requires medication in school?</p>	<p>Medication procedures will continue to be followed as per the normal school procedure. Parents/carers should contact the front office to discuss prescription medication only.</p>
<p>My child is showing anxiety about coming back to school. What can be done to help?</p>	<p>On the school website and in this document we have signposted you to quality websites and resources to support your child. In school we will be inducting the pupils regarding what the 'new normal' will look like in school. We will also complete a range of wellbeing activities around turning negatives into positives and understanding what is happening and the importance of talking. We will also be continuing with our community circles so that as a community we are able to air our concerns and support each other.</p>
<p>What if there is a local outbreak of coronavirus?</p>	<p>We will follow guidance from Public Health England should there be any requirements to change our opening and will keep all families informed.</p>
<p>Will there be routine temperature checks?</p>	<p>No, this is not a reliable method for identifying Coronavirus.</p>
<p>What classroom resources will be available?</p>	<p>For individual and very frequently used equipment, such as pencils and IT equipment, it is recommended that staff and pupils have their own items that are not shared. Classroom based resources, such as books and games, will be used and shared within the bubble; these will be cleaned regularly, along with all frequently touched surfaces. Resources that are shared between classes or</p>

	bubbles, such as sports, art and science equipment will be cleaned meticulously between bubbles, or rotated to allow them to be left unused for a period of 48 hours (72 hours for plastics) between use by different bubbles.
What happens if my child shows Covid symptoms?	If anyone in the setting becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they must be sent home. They must self-isolate for 10 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 10 days from when the symptomatic person first had symptoms. This may also result in school partial or full closure dependent on bubble access if they then subsequently test positive.
What if someone in my child's bubble shows symptoms?	Any members of staff who have helped someone with symptoms and any students who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive, or they have been requested to do so by NHS Test and Trace. This may also result in school partial or full closure dependent on bubble access if they then subsequently test positive.
My child does not understand how the virus may spread, how will he/ she be supported to keep safe?	We are modelling the "Catch it, Bin it, Kill it" approach and staff will use a range of communication methods to reinforce this as required. We are looking to establish a positive environment where children do not feel overwhelmed by the strict hygiene regimes but can take part as if it is a simple, familiar routine.
My child has a behaviour plan and may need adults to keep him/ her and others safe. How will this happen?	We will always use visual and verbal communication to help calm a child. In the event that he/she does need physical intervention to prevent harm to self, others and property this will be carried out by as few staff members as necessary for the shortest possible time.
My child has seen the news and lots of sad stories, how will you support him/ her to work through this?	Wellbeing sessions will be offered to individual pupils. The needs of the individual will be reviewed by the inclusion team.
Our family has suffered a bereavement during lockdown, how can school support my child to manage feelings around this?	Our curriculum aims to build feelings of safety, reconstruct relationships, give routine, structure and a rediscovery of the flow of learning where this may have been lost. This will help those experiencing the consequences of loss: anxiety; attachment; bereavement and trauma. We will have access to professional agencies who can offer personalised support as required.