



Headteacher: Miss L Sellars
Penygarn Community Primary School
Penygarn Road
PONTYPOOL
Torfaen NP4 8JR

Telephone: 01495 742090
e-mail: head.penygarncps@torfaen.gov.uk

1st September 2020

Dear Parents/Carers,

From the Friday 4th September we will start to welcome back learners on a staggered basis. This will be implemented as follows:

- Friday 4th September: Nursery and Reception children will be welcomed back (Reception morning only)
- Monday 7th September: Year 5 & 6 will start back
- Tuesday 8th September: Year 3 & 4 will start back
- Wednesday 9th September: Year 1 & 2 will start back
- From Thursday 10th September: All year groups are back in school.

Below you will find an updated version of our re-opening plans for September. You will be made aware of any amendments prior to your children returning to school.

I once again thank you and your children for the continued cooperation and support during the last few months. I wish you all a great summer and look forward to seeing you all in September.

Yours sincerely

L Sellars
Headteacher

M Ford
Chair of Governors

Key Messages	
Attendance	<ul style="list-style-type: none"> ○ All learners will return to school in the autumn term unless they have a medical/health reason not to. This will include learners who are still shielding, if the government advice at the time is that they should attend school.
Travelling to School	<ul style="list-style-type: none"> ○ Where possible you should not be arriving in groups to school, to drop off or collect your children. ○ Ideally the person dropping off and collecting the children should be the same person. If the person dropping off/collecting is different you must notify the school. ○ You must ensure you stick to the designated entry and exit points, and times, for your children's classes. ○ No parents to enter school building at any time, this includes the reception area.
Breakfast Club & After School Club provision	<ul style="list-style-type: none"> ○ At some point in the autumn term Breakfast and After School club provision will start again. However, the dates for this have yet to be confirmed by the LA.
School Meals / Lunchtime Provision	<ul style="list-style-type: none"> ○ Canteens and lunch provision will be up and running in the autumn term. However, this may only be a cold lunch option at the start of term (to be confirmed at a later date). ○ Current guidelines mean we will have to stagger our lunchtimes. This means that your child may either eat lunch earlier or later than usual (see table below). ○ LSAs who work with each 'Contact Group' will staff the lunchtimes alongside the MDSAs. Class teachers to have their lunch break during this time. ○ When the children return from lunch the class teacher completes a whole class activity for 30mins while the LSAs have their lunch.
School Resources	<ul style="list-style-type: none"> ○ There should not be the sharing of resources / items between households and school. E.g. children should not bring in their own equipment nor should they be taking home completed learning etc. ○ Pupils will only be required to bring a coat and bag with their own drinks bottle and food (snack or packed lunch) into school (please ensure all items are labelled with the child's name). ○ Every pupil will be provided with their own 'Learning Pack'. This will contain all the equipment they will need during their time in school, including any resources to support children with ALN. ○ These packs will be collected in at the end of each day; wiped clean and stored for the next time they return. ○ Each classroom has been allocated a number of Chromebooks to be used in school. Each Chromebook will be wiped clean and sanitised each day.
Hygiene	<ul style="list-style-type: none"> ○ Handwashing will be prioritised over the use of hand sanitisers. ○ Hand sanitisers will not replace handwashing. ○ There has been an identified wash area for each cohort or 'Bubble'. ○ An infectious control clean will happen at the end of each day so that each 'Bubble' is entering into a clean area. ○ Air flow and ventilation should be increased where possible: windows opened to allow fresh air to circulate.
Safety	<ul style="list-style-type: none"> ○ The latest published evidence in relation to the transmissibility in learners under the age of 12 seems to be particularly low. Children under the age of 18 make up 22 to 25 per cent of the population, but consistently make up <2% of the total COVID-19 caseload in every country. Minimising contacts and mixing between people reduces

	<p>transmission of COVID-19.</p> <ul style="list-style-type: none"> ○ Pupils split into cohorts or 'Bubbles' of learners spending the day together in 'Contact Groups' ○ The younger each groups will be split into the individual classes for 'Contact Grouping' e.g. 2 x 27 groups apart from lunchtimes. However, they will be allocated a table per class to ensure social distancing from another contact group. ○ 'Bubbles' will access their own classroom and will not move around the building. ○ Note that lunch time has been shortened. This is due to shortening the school day from 6.5 hours to 6 hours in order to stagger the start and finish times. ○ Staggered start, finish and break times. ○ One way systems to enter into and exit the learning spaces. ○ Strict Social Distancing guidelines must be followed by all stakeholders at all times (don't be offended if someone asks you to step back). ○ Two metre measurements marked on floors for social distancing where necessary.
Illness	<ul style="list-style-type: none"> ○ If a child or staff member displays symptoms: two isolation rooms have been identified: Medical room in the KS2 building; Hedgehogs in the Foundation Phase Building (two additional rooms have been identified as backups: The Glade (Meeting Room) and Beehive). ○ Areas of the school that the learner or staff with symptoms have been working in will be closed and prioritised for a deep clean. Surfaces that learners or staff with symptoms have come into contact with should be carefully cleaned. ○ This may affect our capacity to provide provision for the cohorts who are due to use that space the next day as learners and staff within that 'Bubble' will have to self-isolate for 14 days if a positive test is returned. ○ Anyone displaying symptoms should stay at home for 7 days and should arrange to be tested. Anyone who lives with someone displaying symptoms but remains well should stay at home for 14 days from the day the first person became ill. ○ The present advice is that it is not necessary to screen temperatures. Learners' parents/carers can check for signs of a high temperature. In any case, screening will not identify all cases of COVID-19 and the means of checking temperature may put staff at greater risk of transmission. Staff will of course be vigilant for changes to children's temperatures and signs of fever.
Learning Offer	<ul style="list-style-type: none"> ○ Initially the learning offer will be focused on: Digital Learning, Literacy, Numeracy and Wellbeing (this will include Physical activities such as PE). ○ Outdoor Learning. ○ Remote / Distance learning to continue for those children unable to attend school due to the shielding. ○ There will be regular timetabled opportunities throughout the day for children to access outside spaces for learning and free play.
Uniform	<ul style="list-style-type: none"> ○ It is expected that all children will wear the appropriate school uniform.
Communication	<ul style="list-style-type: none"> ○ If parents are needing to speak to staff they are to make contact with their child's class teacher via Class Dojo.

School Re-opening Plans: September 2020 – The New Normal

Cohort (Bubble)	Contact Group
A	Nursery
B	Reception
C	Year 1
D	Year 2
E	Mynydd Maen
F	Twmbarlwm
G	Sugar Loaf

Staggered Provision

Cohort	Contact Group	Start Time	Lunch Time	End Time
A	Bumblebees (Nur AM)	9:30		11:30
	Bumblebees (Nur PM)	12:30		14:30
B	Bats	9:00	11:15 – 11:45	15:00
	Foxes	9:15		15:15
C	Badgers	9:00	11:15 – 11:45	15:00
	Woodpeckers	9:15		15:15
D	Barn Owls	9:00	11:55 – 12:25	15:00
	Moles	9:15		15:15
E	Dragonflies	9:00	11:55 – 12:25	15:00
	Red Squirrels	9:15		15:15
F	Twmbarlwm	8:45	12:35 – 13:05	14:45
G	Sugar Loaf	9:15	13:15 – 13:45	15:15

- **Reception will enter and exit via the thoroughfare leading passed nursery and in through the fire escape**
- **Y1 will use classroom doors and entry and exit will be via the car park**
- **Y2 will use classroom doors and entry and exit will be via thoroughfare leading passed nursery. We will be operating a 'One Way System' here. It is important that parents do not approach class room doors but wait at designated markers**

- **Y3 will use classroom doors and entry and exit will be via the gate next to Red Squirrels Dragonflies and Water Voles will use classroom door but access will be via gate off driveway**
- **Twmbarlwm & Sugar Loaf landing will enter and exit via the door next the PPA room. Access will be via the driveway leading up to kitchen**
- **Nursery timings will be reviewed at the end of September and if possible, increased to 2.5 hours per session**

PREPARING FOR AN INCREASE IN OPERATIONS

Current Guidelines which are subject to review over the coming weeks. The following, currently, outlines those learners who should not attend school

Risk	Actions
Those showing symptoms	<p>Under no circumstances should learners or staff attend schools/setting if they:</p> <ul style="list-style-type: none"> • feel unwell, have any of the three identified COVID-19 symptoms (a new continuous cough, a high temperature or loss of taste or smell) or they have tested positive for COVID-19 in the past 14 days • live in a household with someone who has symptoms of COVID-19 or has tested positive for COVID-19 in the past 14 days.
Extremely vulnerable' or shielding staff or learners	<p>This includes children, who are extremely vulnerable and at high risk of developing serious illness if they are exposed to coronavirus (COVID-19) because they have a particular serious underlying health condition. These individuals will have received a shielding letter from the Chief Medical Officer. Staff and learners in this category must not attend schools or settings but should be supported to work or learn from home.</p>
Clinically vulnerable' staff or learners	<p>In the context of COVID-19, clinically vulnerable individuals are at greater than average risk from COVID-19. This category includes people aged over 70, those who are pregnant and those who have a range of chronic health conditions. Pregnant women are specifically advised to work from home after 28 weeks' gestation.</p> <p>People in this category can go out to work but they should work from home if possible. If staff or learners do attend, extra care must be taken to ensure vulnerable individuals, and those around them adhere to strict social distancing guidelines. In the case of learners, we would only expect these to attend where parents/carers consent to this.</p> <p>If in doubt about whether their health condition means they should be shielding, staff, parents and carers should take advice from their GP or hospital doctor. Schools should work with local authorities (Occ Health) in clarifying queries relating to staff attendance.</p>
Living with a shielding or vulnerable person	<p>If a learner or staff member lives in a household with someone who is vulnerable or extremely vulnerable, they should only attend a school or setting where they can adhere to social distancing and the learner is able to understand and follow those instructions. This may not be possible for very young children and older children without the capacity to adhere to the instructions on social distancing. In those instances, we do not expect those children to attend and they should be supported to learn at home. Likewise, we would not expect any staff who are vulnerable and attending to be placed with children who cannot reasonably adhere to social distancing.</p>
Learners and staff staying at home	<p>Where children are not attending, provision should be made to ensure that they can continue to learn remotely. This is supported through Stay Safe, Stay Learning. Where staff are unable to attend, it is expected that they would support planning and remote learning. If a staff member is able to work from home, there should be a discussion between the employer and the employee about what the shielding adult can reasonably do and what support the employee requires.</p>
Learners or	<p>Schools and settings should have clear procedures if learners or staff begin to</p>

Staff Showing Symptoms on Site	show symptoms on site. These need to be fully understood by both staff and parents/carers. Those showing symptoms should be kept separate until they can be collected and taken home. Ideally, this should be in a separate room, supervised at a distance of two metres. If they need clinical advice, they (or a member of staff or their parent/carer) should go online to 111 Wales (or call 111 if they don't have internet access).
---------------------------------------	---