

**The
Laurels
Primary
School**



Parent Handbook

March 8th 2021

**believe
achieve
succeed**

Attendance

- All children are expected in school full-time from [8th March 2021](#).
- The attendance and lateness policy will be reinstated in full.
- Current Government guidance advises that children with parents who are clinically extremely vulnerable, can attend school.
- If rates of the disease rise in local areas, children (or family members) from that area, and that area only, may be advised to shield during the period where rates remain high and, therefore, they may be temporarily unable to attend.

If you have any concern about your child returning to school, or if your child expresses concern about coming back, please contact Mrs Collins to discuss how the school can support you. Please also refer to the school website for advice and guidance on supporting young people through the pandemic.

Food and Drink

- All children eligible for a free school meal can receive one, including universal free school meals for KS1. **Vouchers for Free School Meals will no longer be issued** as the children will be eating in school.
- Children in Key Stage 2 can order meals from Chartwells. Menus can be found [here](#).
- Staff will not be able to open packets for children so please ensure your child has lunch items they can manage on their own.
- Please ensure water bottles are full on arrival.
- Anyone arriving without a water bottle will be provided with one by the school and parents will be asked to cover the £2 cost.
- **Fruit** will be available for Reception, Years 1 and 2 under the governments' 5 a day scheme. Key Stage 2 are encouraged to bring a fruit or vegetable snack daily.
- There continue to be **NO MAGIC BREAKFASTS** so all children must have breakfast before attending school.



Uniform Expectations

- All children are expected to return to school in full school uniform, with the exception of school ties for Key Stage 2. Children do not need to wear ties currently.
- Please ensure that your child has natural coloured hair on their return.
- On the day when your child is having PE (see below) we ask that they wear their PE kit for the entirety of the day, instead of changing into it. It is essential that their PE kit is in line with the school's policy, including any jumpers and tracksuit bottoms you provide.



KS1 Uniform



KS2 Uniform



Any tracksuits provided as part of the PE kit must be plain and must not have large logos or text.

PE Days

Monday Y2

Tuesday Y1 and Y3

Wednesday Y4

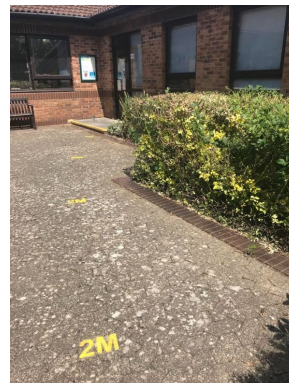
Thursday Y5

Friday Y6 and Reception

Arriving on site

- There will be staggered start times for the bubble groups organised by surnames so family groups are not affected - please refer to your the timetable below for your arrival time. Staggered starts and finished will not affect the overall teaching time your children receives.
- All the children will go through supervised hand-washing on entry to the site.
- It is important that you arrive on time at the beginning and end of the day to support us with the social distancing measures we have put in place. **IT IS IMPORTANT THAT YOU DO NOT ARRIVE EARLY TO AVOID GROUPS CONGREGATING AT THE GATE.**
- To reduce the number of people on site, **ONLY ONE ADULT** will be allowed on site to drop your child off in the morning.
- Outside the school gate there are marks to help you social distance.
- There are arrows on the school grounds to remind parents and children to walk on the left-hand side around the site.
- Please support your children to practise hand-washing and 'Catch it, Kill it, Bin it' at home.
- We are only accepting visitors who have pre-arranged appointments.
- Online meetings can be arranged at a mutually convenient time.

Surname	Start Time	Finish Time
A-F	8.30-8.35am	2.50-2.55pm
G-M	8.35-8.40am	2.55-3pm
N-Z	8.40-8.45am	3-3.05pm



The School Day

Curriculum

Our teachers have worked hard to continue to deliver the curriculum through lockdown and families have worked very hard to support children with accessing this. This means we are in a good position to ease children back in to school life with minimal disruption to their education. When the children return to school the children will work on a Belonging Project to help them reconnect with their friends and school life.

Break Times

Children will have a morning break, a slightly shorter lunch time additional afternoon break. This will enable us to stagger the time need to use shared areas and will reduce the contact between groups of children.



Breakfast Club

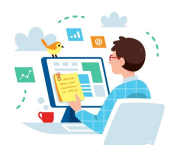
Breakfast Club will be available to all pupils but must be booked in advance. A booking form will be sent out to all families. Children will remain in their bubble groups during breakfast club and we are asking parents and carers to drop children off at the door to the school hall.

Clubs

Clubs will not run after school in the Spring term. We will keep this under review.

Remote Access

The school has the capacity to return to remote access in the unlikely event of a further whole school closure or the need for a group of pupils to self-isolate. You will be sent home learning tasks if you tell the school that you need to self-isolate.



Behaviour Expectations



Good behaviour will keep us safe!

- The school's behaviour policy has been updated to reflect the current circumstances. The entirety of the policy remains in place.
- Teachers will 'teach' the new behaviour expectations to all children once the school has opened in full.
- Our priority is working together to minimise risks and keep everyone safe, however if a child repeatedly breaches the behaviour expectations and this puts other people at risk of coronavirus, sanctions will be applied in accordance with our behaviour policy.

Keeping Everyone Safe!

Pupils and their families **MUST NOT ATTEND SCHOOL** if:

- **they have one or more coronavirus (COVID-19) symptoms**
- **a member of their household (including someone in their support bubble or childcare bubble if they have one) has coronavirus (COVID-19) symptoms**
- **they have had a positive test**

Parents, carers and children must immediately stay at home and not attend for at least 10 days from the day after:

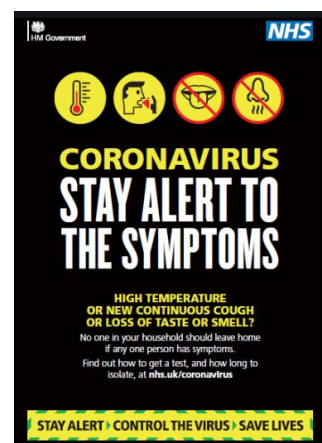
- the start of their symptoms
- the test date if they did not have any symptoms but have had a positive test (whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test).

Anyone told to isolate by NHS Test and Trace or by their public health protection team has a **legal obligation** to self-isolate, but you may leave home to avoid injury or illness or to escape risk of harm.

If anyone at school develops a new and continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), the school will:

- send them home to begin isolation - the isolation period includes the day the symptoms started and the next 10 full days
- advise them to follow the guidance for households with possible or confirmed coronavirus (COVID-19) infection
- advise them to arrange to have a test as soon as possible to see if they have coronavirus (COVID-19)

Other members of their household (including any siblings and members of their support or childcare bubble if they have one) should self-isolate. Their isolation period includes the day symptoms started for the first person in their household, or the day their test was taken if they did not have symptoms, whether this was a Lateral Flow Device (LFD) or Polymerase Chain Reaction (PCR) test), and the next 10 full days. If a member of the household starts to display symptoms while self isolating they will need to restart the 10 day isolation period and book a test.



Testing

Primary schools will not be testing pupils and we are unable to supply tests to families.

Please use this link to obtain a free Coronavirus test if a member of your household is displaying symptoms:

<https://www.gov.uk/get-coronavirus-test>

From 1 March 2021, if you're a member of a household, childcare bubble or support bubble of a pupil you can get a twice-weekly test:

- through your employer if they offer testing to employees
- at a local test site
- by collecting a home test kit from a test site
- by ordering a home test kit online



Get a test through your employer

Your workplace may offer rapid lateral flow testing to you. Contact your employer to find out more.

Take a test at a rapid lateral flow test site

You can take a rapid lateral flow test at a local site. Testing at these sites is assisted, which means you will swab yourself under the supervision of a trained operator. You may need to book an appointment.

Collect test kits

You can collect 2 packs of home test kits at a local collection point. Each pack contains 7 tests. Anyone 18 or over can collect. You can check online if the location is busy before you go.

Order home test kits online

If you cannot get tested at your workplace, or are unable to go to a test site or collect test kits, you can order a home test kit online.

Do not order online if you can get a test through other methods. This frees up home delivery for those who need it most.

Test Results

After the Test

1. If someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
2. If someone tests positive, they should follow the [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#) and must continue to self-isolate for at least 10 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 10-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

The School will take swift action if they become aware that a member of the school community has tested positive for Coronavirus.

The Health Protection Team will work with schools in this situation to guide them through the actions they need to take. Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. If schools have two or more confirmed cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, they will work with the local Health Protection Team to take protective action.

Personal Possessions

The virus can live on surfaces so it is vital that children do not bring toys, games, books or their own hand gel in to school. **Children can continue to use the pencil cases and stationary they purchased last term as these have remained in school.**

Hand Hygiene

Classrooms have supplies of hand gel, tissues, lidded bins and water/soap.

Face Coverings

Public Health England does not (based on current evidence) recommend the use of face coverings for pupils in primary schools. Face coverings are required at all times on public transport (for children over the age of 11) or when attending a hospital as a visitor or outpatient. If you choose to supply a face covering for your child's journey to school, you will need to remove this (as per the guidelines for safe use of face coverings) prior to entering the school grounds. Face coverings must not be brought into or stored in school. Staff in school will wear face coverings when social distancing between adults is not possible. It is not advised that they wear them when teaching.



HOW TO WEAR A NON-MEDICAL FABRIC MASK SAFELY

Do's →



Clean your hands before touching the mask



Inspect the mask for damage or if dirty



Adjust the mask to your face without leaving gaps on the sides



Cover your mouth, nose, and chin



Avoid touching the mask



Clean your hands before removing the mask



Remove the mask by the straps behind the ears or head



Pull the mask away from your face



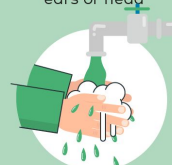
Store the mask in a clean plastic, resealable bag if it is not dirty or wet and you plan to re-use it



Remove the mask by the straps when taking it out of the bag



Wash the mask in soap or detergent, preferably with hot water, at least once a day



Clean your hands after removing the mask

A fabric mask can protect others around you. To protect yourself and prevent the spread of COVID-19, remember to keep at least 1 metre distance from others, clean your hands frequently and thoroughly, and avoid touching your face and mask.

Preparing your child for coming back to school

We are really looking forward to seeing you all again soon but we understand that coming back to school after lockdown is going to be a big adjustment for families.

Here are some tips for preparing your children, and the wider family.



Talk Time

Talk with your child about what they have enjoyed and what has been hard about lockdown. They might have very different feelings from the adults in a household. This is a very good starting point for working out how to support them.

Bedtime routine

Establish a good bedtime routine again so that your child can prepare for getting up early and being ready to learn.



Mealtime Routine



Some children have been used to having lots of snack food throughout the day so begin to set mealtimes so they are ready for the school routine.

Independence

Provide them with opportunities throughout the day to be independent again as they may have become used to people doing things for them.

Understanding the Pandemic



Use social stories to explain what has happened and why life at school is going to be different. When children understand the reasons for changes in their lives, they are more accepting of them. This is also an opportunity to remind them of the new routines which will keep them safe, such as handwashing and social distancing. (social stories available on the school website)