

4 March 2021

Dear Parent/Carer

We are delighted to have the go-ahead to 'reopen' fully for our pupils and look forward to them returning to school in line with the phased arrangements highlighted in my last letter:

[https://springfield.uk.net/images/files/correspondence/recent/Letter\\_to\\_All\\_Parents\\_re\\_Phased\\_Reopening\\_of\\_Springfield\\_School\\_dated\\_010321.pdf](https://springfield.uk.net/images/files/correspondence/recent/Letter_to_All_Parents_re_Phased_Reopening_of_Springfield_School_dated_010321.pdf)

Returning to school is vital for children's education and wellbeing and we will be working to ensure that pupils are well supported as they transition back into their school routines.

Ensuring the safety and safeguarding of all members of our school community is of paramount importance. We will continue to have in place a system of protective measures which include:

- a requirement that people who need to self-isolate do not attend school
- the wearing of face masks in recommended circumstances
- robust hand and respiratory hygiene
- enhanced cleaning arrangements
- procedures to reduce contacts and maximise distancing between those in school so far as is reasonably practicable
- good ventilation
- asymptomatic testing using lateral flow devices
- engagement with the NHS Test and Trace process
- the management of any confirmed case of COVID-19 in keeping with local health protection team advice

We intend to maintain our broad and ambitious curriculum with pupils being taught their full range of subjects by subject specialists. To accommodate this, we will be keeping our system of year group 'bubbles', and our timetable of staggered start/end times to the school day and break/lunch times. The structure of the school day is available to review on our website:

[https://springfield.uk.net/images/files/documents/Timetable\\_-\\_Spring\\_Term\\_2021.pdf](https://springfield.uk.net/images/files/documents/Timetable_-_Spring_Term_2021.pdf)

We will, of course, remind pupils of school expectations and routines as they return. However, I would politely ask that you review the school day diagram with your child such that they are clear on when and where they should arrive at and depart from school.



All pupils should:

- attend school wearing clean uniform
- arrive at school only at their time shown and via the correct entrance
- bring their own essential equipment to school and not share equipment with others
- carry tissues and alcohol sanitiser gel with them
- wash their hands thoroughly when they arrive at school and then frequently during the school day
- not attend school if they, or a member of their household, has any symptom(s) of COVID-19
- take care to maintain a safe distance from others, in particular pupils from other year groups and staff

I enclose some further information for your reference and would again be grateful if you would take a moment to discuss this with your child and encourage them to take sensible steps to keep themselves and others as safe as possible.

If you do have any specific queries regarding your child, please do get in touch with your child's Head of Achievement or Pastoral Manager via [contact@springfield.uk.net](mailto:contact@springfield.uk.net)

Yours sincerely

Ms S F Spivey  
CEO, Headteacher



## INFORMATION FOR PARENTS/CARERS – MARCH 2021

### Guidance for Parents

The government has updated its guidance, 'What parents and carers need to know about schools ... during COVID-19'. This can be accessed via:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak>

### Self-Isolation Requirements

We are asking parents/carers to ensure that their child does not come into school if:

- they have one or more COVID-19 symptoms
- a member of their household (including someone in their support bubble or childcare bubble if they have one) has COVID-19 symptoms
- they are required to quarantine having recently visited countries outside the Common Travel Area
- they have had a positive test for COVID-19

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

They must immediately cease to attend 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

<https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works#part-1-people-who-develop-symptoms-of-coronavirus>

### Pupils Who Become Unwell

If a pupil develops symptom(s) of COVID 19 during the school day they will be isolated and sent home as soon as possible. Please ensure that you are able to collect your child within 30 minutes (or make appropriate arrangements for them to go home) when they attend school in case this is needed. In these circumstances, parents/carers should follow Government guidance on self-isolation and book a test for their child.

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

<https://www.nhs.uk/conditions/coronavirus-covid-19/self-isolation-and-treatment/when-to-self-isolate-and-what-to-do/>

(Similarly, if a pupil receives a positive lateral flow device test, they will be sent home immediately to self-isolate.)



## Face Masks

In keeping with revised Government recommendations, pupils, staff and visitors will be required to wear face masks in classrooms, corridors and other communal areas where social distancing cannot easily be maintained. Face masks do not need to be worn outside or in circumstances where they would impact on pupils' ability to take place in exercise or strenuous activity e.g. PE.

(The Government will be reviewing its new recommendation for face masks to be worn in classrooms at Easter.)

Pupils should bring their own face mask to school each day with a sealable plastic bag in which to keep it; they are advised to take care to put on and remove their face mask correctly. (The school does keep a supply of spare face masks in school for which there is a nominal charge of £1.)

Some individuals are exempt from wearing face masks, including those with a physical impairment or disability. If this applies to your child, please contact the school's welfare team.

<https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

<https://www.gov.uk/government/publications/face-coverings-in-education>

## School Attendance

School attendance will be mandatory for all pupils from 8 March in keeping with the school's published phased return arrangements.

The usual rules on school attendance apply, including:

- parents' duty to secure their child's regular attendance at school
- the ability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

## Extremely Clinically Vulnerable Pupils

The advice for pupils who have been confirmed as clinically extremely vulnerable is to shield and stay at home as much as possible until further notice. They are advised not to attend school while shielding advice applies nationally. They should access their remote tasks via Google Classrooms.

## Travel to/from School

We are asking staff, pupils and parents/carers to walk or cycle to school and avoid public transport, where possible. You can refer to the Government's safer travel guidance:

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

If you bring your child to school by car, please drop them off at a sensible distance from the entrance gate to support social distancing from others.



<https://www.gov.uk/government/publications/transport-to-school-and-other-places-of-education-autumn-term-2020/transport-to-school-and-other-places-of-education-autumn-term-2020#part-b-guidance-for-dedicated-transport-to-schools-and-other-places-of-education-for-the-2020-to-2021-academic-year>

## **Effective Hygiene**

We are asking parents/carers to support the school by emphasising the importance of good hygiene to their child, including thorough and frequent hand washing, the use of alcohol sanitiser gel and the 'catch it, bin it, kill it' approach. Please ensure that your child carries alcohol sanitiser gel and tissues with them each day.

## **Equipment**

Pupils should refrain from sharing and borrowing each other's equipment. Therefore, we are asking parents/carers to ensure that their child always brings the correct equipment to school, including pen, pencil, rubber, ruler and calculator. (Shared resources such as sports and science equipment are cleaned or quarantined for an appropriate length of time between 'bubbles'.)

Pupils and teachers can take books and other shared resources home. However, we will work to avoid unnecessary sharing and contact with exercise books and other resources. Teachers will be using a variety of methods to feed back to pupils including via Google Classrooms, post-it notes and verbal modelling/feedback. Teachers will adapt their approach to best suit their subject. Consequently, the 'traditional' marking of exercise books will be minimal.

## **Canteen**

A canteen service will be available ('grab and go' style) for pupils at their designated lunchtime. Free school meals (FSM) provision will continue, with support available for pupils eligible for FSM should they need to self-isolate. Please advise your child not to share snacks, sweets etc with friends/others.

## **Uniform / Ventilation**

Usual school uniform expectations apply; it is obviously important that uniform and outerwear are washed frequently. During colder weather we advise that pupils wear extra layers underneath their uniform or bring an additional plain black jumper or cardigan (not hoodie) to wear in class as staff are required to keep windows open to promote natural ventilation in classrooms/work areas. Other than in very wet / extreme weather, pupils will be outside at break and lunchtime and so will need suitable outerwear, please.



## **Behaviour**

Good conduct is expected from pupils at all times and this extends to cover the school's expectations regarding hygiene, social distancing and movement around the school. Due to a lack of appropriate space and the requirement that year groups do not mix, the school's isolation room will remain out of operation this term. The school reserves the right under its behaviour policy to send a pupil home (exclude) if their conduct does not meet expectations. We would ask parents/carers to support the school by reinforcing behaviour expectations with their child and emphasising the importance of following the new routines, including those relating to good hygiene, social distancing and the wearing of face masks.

## **Visitors**

Visitors, including parents/carers, are not allowed on site other than in exceptional circumstances and by appointment only. Communication with families will continue to be by telephone, video-call, email and via the newsfeed/website.

## **Events / Trips**

'Gatherings' such as parents' evenings, assemblies, extra-curricular trips will not take place until further notice.