

13<sup>th</sup> May 2020

Dear Carers and Parents,

The Government has released new guidance in regards to children and young people returning to school from the 1<sup>st</sup> June. This will only happen if the Government says it is safe for us to do so which is dependent on the rate of infection over the next few weeks. Unlike mainstream schools we are not required to consider specific year groups returning from 1<sup>st</sup> June, instead guidance says we 'may want to prioritise attendance based on key transitions and the impact on life chances and development, and to consider creating part-time attendance rotas so that as many children as possible can benefit from attending their setting.' To help support our part-time attendance rota we will be running morning and afternoon sessions. Initially, learners may only attend 1 or 2 sessions per week, the morning sessions will run from 9.30am-12.00pm and the afternoon sessions will run from 13.00pm-15.00pm. This means we can clean learning spaces, stagger breaks and ensure that pick up and drop off times are staggered.

As a school, we have decided our priority is to focus on staggering the return of our Year 6s to support them with their transition to Secondary. The aim would then be to support our Year 14s with their transition for post-Kennel Lane this will allow them to say goodbye as some of these young people have been with us since they were 3 years old. We would then look to add in additional sessions for Year 9 and Year 2 learners, if appropriate, as these are also Key Stage transition years.

All learners currently have a risk assessment. Initially, places will only be offered to those learners who can adhere to social distancing and will cope with the new school environment in the specified year groups above.

### Medically Vulnerable

- All learners (and colleagues) with a shielding letter (clinically extremely vulnerable) **must not** attend school.
- All clinically vulnerable colleagues will not be required to attend school they will continue to work from home.
- All learners and colleagues who live with someone with a shielding letter (clinically extremely vulnerable) **should not** attend school.

### School Environment

- The maximum class size will be 4 learners to allow for the safe social distancing of both learners and colleagues. Desks will be 2 metres apart. To enable this to happen your young person may be in a different classroom to the one they are currently in.
- In order to practise social distancing and prevent learners coming together, the following communal areas are no longer in use:
  - Sensory room
  - Soft Play
  - Cookery Room
  - Splash room
  - Swimming pool
  - Computing rooms
  - Libraries
  - Art and DT Room
  - Support and Intervention Building
  - Science Room
  - Safe Spaces
  - Sixth Form Common Room

### Class Groups

- Learners will be assigned to the same group for the remainder of the school year, they will be supported by members of the Kennel Lane School team but this may not necessarily be members of their current class team, although where possible we will try to facilitate this.

## Equipment

- Learners can no longer share equipment. We kindly request that all carers and parents now provide their young person with a pencil case, labelled with their name. The pencil case should contain two pencils, a sharpener, two writing pens, colouring pencils and a ruler.
- Learners will need to bring a drink bottle containing water or sugar free juice and a snack to each session.

## Transport

- We are asking that all carers and parents consider bringing their own young person to school. Where appropriate the Local Authority transport team will reimburse your mileage. If it is not possible for you to do this, we would need you to let us know so that we could notify the transport team who will put appropriate arrangements in place.

## Illness

- If your young person or any member of your household has a temperature, cough or cold then you **must not** send your young person into school. You will be asked these questions when you drop your young person off at school and if you answer yes, you will be requested to take them home. If your young person develops a temperature or cough whilst in school, they will be taken to our designated isolation room and you will be called to collect them. We expect you to collect them immediately if this is the case.
- If there is a suspected case of Covid-19 during the school day of either staff or learners, all other learners will be moved to another classroom and following government guidelines, the room will remain closed for 72 hours before being cleaned and re-opened.
- If a case of Covid-19 is confirmed within a class group or teaching team then the class group and teaching team will have to self-isolate for 14 days.

## Hygiene

- Colleagues and learners will wash their hands as soon as possible on entry to school.
- Colleagues in classrooms will wipe high contact points in the classroom as a minimum 2 x per session.
- Cleaners and colleagues will clean communal areas, hand rails etc 3 x a day
- Colleagues and learners will be handwashing with soap as often as possible during each session. Hand sanitiser will be available in all classrooms.
- If your young person's clothes need to be changed they will not be washed at school but will be returned to you in a sealed bag.
- We also recommend that you change and wash your young person's clothing on their return from each school session.

## Personal Protective Equipment

- Colleagues will be wearing certain items of PPE. The degree of PPE will vary depending on learners' needs. As time passes we will have a number of learners accessing school who require a greater level of support where social distancing may not be possible due to supporting with personal care, medical needs and behaviours. Colleagues may then wear full PPE. Learners are not expected to wear PPE.

We recognise that you will all be worried about your young person returning to school and we hope that the measures we are putting in place above will help to reassure you. Although, despite all the above, we are unable to **guarantee** a socially distanced environment due to the nature of our learners and the staffing ratios required. If you would like your young person to be considered for a school place for the remainder of this term, if it is safe for them to return, please could you notify us by sending an email to [Covid-19@kennellaneschool.com](mailto:Covid-19@kennellaneschool.com), stating your young person's name, class, that you will be able to provide them with a pencil case containing the equipment listed above and whether you can transport them to and from school by Wednesday 20<sup>th</sup> May. As outlined above, specific year groups will be considered for a place first. This is to gauge how many of you would like places when it is your young person's year group's turn to safely return to school. For those carers and parents of learners in Year 6 who would like a place, we will notify you of your young person's proposed sessions by Monday 25<sup>th</sup> May. We would aim to give all other carers and parents a week's notice before their young person's start date. Social stories will be provided to support your young person's transition back to school. Currently, Government guidance states that any carer or parent choosing not to send their young person back to school this term, will **not** receive an absent mark and will **not** be issued with a Fixed Penalty Notice.

The provision that is being offered to the children and young people of our critical workers and those with a Social Worker will continue as it currently is.

If you have any questions in relation to the above please do not hesitate to contact me through the [Covid-19@kennellaneschool.com](mailto:Covid-19@kennellaneschool.com) email address.

Best wishes and stay safe,

Jenny