

**YSGOL GYNRADD GYMUNED
PENYRENGLYN
COMMUNITY PRIMARY SCHOOL**

Baglan Street, Treherbert, Rhondda Cynon Taf, CF42 5AW

Tel / Ffôn: 01443 772433 Fax / Ffacs: 01443 773510

Website / Gwefan: <https://hwbpluse.wales.gov.uk/en/6742371/Pages/home.aspx>

Email / Epost: Admin.PenyrenglynPrimary@rctcbc.gov.uk

HEADTEACHER / PENNAETH: MRS K JACOBS B.Ed (Hons) NPQH

21st June 2020

Dear Parents/Carers,

First of all, can we thank you for your tremendous support and acknowledgment for our efforts during these very difficult times. You have been Home-schooling your child/ren since schools closed on March 20th (10 school weeks) and you, as well as your child/ren, deserve praise and recognition for that. As a little thank you to our wonderful children and supportive parents, pupil well-being packs and parent/carer thank you cards will be available for pick up from our school main entrance from 9:30am-12:30pm Tuesday-Friday this week. When collecting your pack/card, you could add to our 'Penyrenghlyn Pathway of Hope' by placing a decorated pebble on our path ready for pupils return to school **from** June 29th.

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Penyrenghlyn Community Primary School's Plan for reopening from Monday June 29th to Friday 24th July.

The safety of children and staff is of utmost importance. The aim of this plan is to support the safe return of our pupils and staff.

Class Organisation

- Each class/bubble will have 2 members of staff and the children have been split into 3 groups/bubbles (*Group 1, Group 2 or Group 3*) based firstly on families and then on friendship groups.
 - Mrs. Roberts & Mrs. Pickens will be teaching FP children.
 - Mrs. Sprague & Mrs. Tasker will be teaching Year 3 & Year 4 children.
 - Mrs. Hanly & Miss Cross will be teaching Year 5 children.
 - Miss. Thirb/Miss. Terrell & Miss. Sheppard will be teaching Year 6 children.
- Children will remain in their 'bubble' for every visit as changing the membership could potentially increase the risk of transmissions.
- Our timetable allows the children to visit school for a **total of 4 days over the four week period** (3 consecutive days in Week 1, 2 **or** 3 and a single day in week 4).
- Each class will have a staggered start and finish time and pupils will enter and leave school from their individual classroom doors that open onto the playground. **Please follow the Drop off/Pick Up Procedure at the end of this letter in order to ensure everyone's safety.** There will be markings on the floor to help you ensure a 2 metre distance.
- The table below shows your child's class start & finish time and which week they will be in school depending on their group number (***This information will be given to you today when your child's class teacher contacts you via telephone.***)

CLASS	START/FINISH time	Week 1: Monday 29 th June Tuesday 30 th June Wednesday 1 st July	Week 2: Monday 6 th July Tuesday 7 th July Wednesday 8 th July	Week 3: Monday 13 th July Tuesday 14 th July Wednesday 15 th July	Week 4: Monday 20 th July Wednesday 22 nd July Friday 24 th July
Mrs. Roberts Mrs. Bluck	<u>START:</u> 8:50am <u>FINISH:</u> 2:50pm	Group 1	Group 2	Group 3	Mon 20 th July: Group 1 Wed 22 nd July: Group 2 Fri 24 th July: Group 3
Mrs. Sprague Mrs. Tasker	<u>START:</u> 9:00am <u>FINISH:</u> 3:00pm	Group 1	Group 2	Group 3	Mon 20 th July: Group 1 Wed 22 nd July: Group 2 Fri 24 th July: Group 3
Mrs. Hanly	<u>START:</u> 9:10am <u>FINISH:</u> 3:10pm	Group 1	Group 2	Group 3	Mon 20 th July: Group 1 Wed 22 nd July: Group 2 Fri 24 th July: Group 3
Miss. Thirb/ Miss Terrell	<u>START:</u> 8:50am <u>FINISH:</u> 2:50pm	Group 1	Group 2	Group 3	Mon 20 th July: Group 1 Wed 22 nd July: Group 2 Fri 24 th July: Group 3

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ALN

- Children with a statement will access their 1:1 support, two metres apart.
- There will be provision for pupils who receive additional support, e.g. language support.
- Individual risk assessments will be in place for children who may pose additional risk, e.g. behaviour.

Safety

- Children, parents, carers or any visitors should not enter the school grounds if they are displaying any symptoms of coronavirus;
- Staff will be consistently encouraging the 2 metre distancing.
- There will be one child to each table and tables will be two metres apart.
- Entering & leaving the school will be via a one way system.
- Children will not work in their books and reading books will not be used/changed.
- Children will be provided with their own tray of paper and resources.
- Every child will have their own writing equipment and they will not be expected to share with others.
- No bags will be allowed in school, only lunch bags (they will be kept under their table).

Hygiene

- Staff will ensure that all children (and themselves) regularly wash their hands. They will be washed with soap and water for at least 20 seconds, following effective handwashing techniques.
- Children and staff will use hand sanitiser before entering and leaving the school.
- Handwashing will be encouraged before and after lunch, toilet breaks, handling objects and equipment that may have been used by others and after blowing their nose, sneeze or cough.
- Children and staff should cough into their elbow.
- Staff and children, insofar as it is possible, will be encouraged not to touch their face, especially when using a tissue or elbow to cough.

Cleaning

- The school will be cleaned daily by SOLO contractors.
- Cleaners will be in school during the school day. Their job will be to clean toilets, handles and tables (high touch objects/areas and surfaces) often.
- An additional clean will be carried out when pupil cohort is changed.

Toilets

- Each bubble will be allocated a toilet to use
- 1 in and 1 out policy will be followed.

Playtime and lunch

- Break time and lunch will be staggered.
- Pupils will eat their lunch in the classroom, on their desk, two metres apart
- There will be different areas for each 'bubble' on the yard.

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Catering

- Breakfast club provision will not be provided.
- Grab and go lunch will be provided at lunchtime for free school meal children.
- Non free school meal children will need to bring a packed lunch to school.
- All children should bring a filled water bottle to school that can be refilled during the day.
- The eating area will be cleaned before and after eating.

Attendance

- A record of school attendance will be kept and reported to Welsh Government.
- Parents/carers will not be judged or issued with fixed penalty notices for poor school attendance.

Home Schooling

- For children who remain at home, distance learning will continue.
- A task a day will be shared online as usual, via Facebook, App message & Email, and those accessing school that day will have teachers support to complete that task. Staff will respond to home learning tasks on a Thursday & Friday (in weeks 1, 2 & 3) and on a Tuesday and Thursday in week 4.

School uniform

- Uniform is an option but not essential.
- Children are encouraged to wear something that is comfortable and appropriate depending on the weather as many activities will be organised for the outdoors (timetabled).
- We ask parents to wash clothes following a day at school.
- Door and windows (except for security doors) will be kept open. Drafts may cause children to feel cold therefore additional jackets/jumpers may be required.

Parents

- One parent to drop off and collect children.
- Parents will not gather closely outside or enter the school (unless they have a pre-arranged appointment)
- Parents are asked kindly to communicate with myself (Headteacher) or staff via telephone or HWB email.

Hub within the school

- Provision will continue to include **emergency** childcare for essential workers and vulnerable learners in our school.
- Hub childcare hours will be 8:00 - 17:00 **for essential workers only**.
- Staffing will be managed on a shift basis by our very dedicated Learning Support Assistants (LSA's)
- Hub children will enter and leave school via the main entrance. ***Please follow the Drop off/Pick Up Procedure at the end of this letter in order to ensure everyone's safety.***

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Symptomatic Learners and Staff

We have clear procedures if children or staff begin to show symptoms on site.

- A room has been allocated if a child/staff member are symptomatic
- The symptomatic child/staff will be kept separate until they can be collected and taken home.
- Surfaces that learners or staff with symptoms have come into contact with will be cleaned thoroughly with the staff member wearing gloves and aprons.
- Gloves, aprons, a fluid-resistant surgical mask and possibly eye protection will be worn if a child becomes unwell with symptoms of COVID-19 and needs direct personal care.

Thank you for reading our plan carefully and for your continued support during these unsettling times.

Kind regards,



Acting Headteacher