

COVID-19 Return to School Arrangements

Instructions and information

This document has been put together by a Lancashire school. Other schools may wish to use the document as template to assist in recording their own COVID-19 arrangements for the Autumn term.

Please ensure that you change the document as necessary to reflect your own arrangements.

This document complements the Lancashire County Council COVID-19 risk assessment template which is due to be published early September 2021.

Return to School in January 2022, guidance updated after DFE update 2nd January 2022.

As you are aware many school/ nursery restrictions were removed in the autumn term to allow a more 'normal' nursery session, with minimal disruption to children. In most cases this will continue. However, we need to be clear that the pandemic has not gone away and as per government guidelines, we now need to learn to live with Coronavirus. As such some measures will need to remain in place and have slightly increased from the autumn term. From time to time, our arrangements may need to be reviewed in the event of any increase in infections or changes in government guidelines.

As I am sure you are aware local and national rates are high. The Omicron variant is highly transmissible. Subsequently this has led to significantly high rates in Lancashire once again. Chorley's rates are currently 1,676.3 per 100,000.

As always, our main priority is to remain open to all children and deliver face – to face care and education to all. Our challenge lies in staff availability; therefore, it is essential we as a whole school community do everything we can to prevent staff, and children contracting Covid-19. There is a shortage of early years supply staff with this alongside very little room for manoeuvre with staffing ratios and flexibilities, as most staff are currently working full time, for these reasons it will be very difficult to cover staff if they are isolating. We will do everything possible to remain open to all children. As a last possible resort, we may need to reduce the number of sessions some children attend or close class groups for up to 10 days. **I stress this would be our last possible option and not one we would like to implement.** Staff shortages are our biggest challenge going into the spring term. If this was the case, we would do our utmost to remain open to vulnerable children and those of key workers.

In order to reduce the risk of transmission, we are asking parents to follow measures in the risk assessment consistently. We thank you for your understanding on this matter.

The School Day

Duke Street Nursery School

Morning session start time 8:45am children can arrive within a 15 minute period from 8:45am – 9:00am to prevent parents congregating in areas. **End time** session will end at 11:45am parents can start collecting their child from 11:30am.

Afternoon session 12:30pm children can arrive within a 15 minute period from 12:30 pm– 12:45pm to prevent parents congregating in areas. **End time** session will end at 3:30pm parents can start collecting their child from 3:10pm to support collecting from primary school and reduce congestion at exit doors.

Highfield Nursery School

Morning session start time 9:00 am children can arrive within a 10 minute period from 9:00am – 9:10am to prevent parents congregating in areas. **End time** session will end at 12 noon parents can start collecting their child from 11:50am.

Afternoon session 12:30pm children can arrive within a 15 minute period from 12:30 pm– 12:45pm to prevent parents congregating in areas. **End time** session will end at 3:30pm parents can start collecting their child from 3:20pm to support collecting from primary school and reduce congestion at exit doors.

Entrance and Exit Points

During Covid-19 pandemic we have used different ways of entering and leaving our nursery school site. These have been successful in many ways and we will be continuing with different entrance and exit points for some key groups. We would hope to return to inviting parents into nursery to drop their child off and collect their child in the future, however during high rates as we progress through the spring term we will continue with drop off and collection taking place from outdoors. **We will however treat this on an individual basis and if your child is struggling to settle, we will discuss options with you and allow your child to be brought in and settled by one parent / carer.** As with all school procedures, we will be evaluating this as we move through the spring term.

Entry and exit points / doors will continue as they were in the autumn term, I would like to strongly encourage all parents to keep a 1.5+ metre distance when dropping off and collecting children.

Collecting children at the end of the session. Parents should line up and wait at the relevant points to collect children in an organised and orderly way. Children will be handed over to the parents in an organised way and leave the school site

promptly. At this point we do not feel we can invite parents into nursery to collect their child

Lunchtimes

Children will be eating with their key group, alongside groups of other children. As always we like to ensure children eat in small groups to make it more personal and less of a daunting experience. This has always been the case and will continue, however this term children may mix in a room with other key groups.

Nursery School Events

Nursery School events have changed dramatically over the last 2 years, with many meetings taking place virtually and many usual events being unable to take place in the normal way. As we move through another term, we will be keeping you fully informed of any school events and parent meetings we are able to hold. I hope everyone understands that at this point we are not in a position to outline ***all events, courses and procedures for meetings throughout the year, but we will do so when we are clear as how we can hold them in the safest possible way. We are hoping to resume as many extra special days and events as possible now we are learning to live with Covid-19.***

Key Control Measures

During the last 2 years, nursery school has functioned incredibly successfully and is now confident and experienced in working in the pandemic. As nursery reopens in January 2022, we will continue to have key control measures in place to prevent transmission of the virus which are in line with Government guidance.

Key Government Advice on control measure	Key school control measures
1.Ensure good hygiene for everyone	
<p>Hand hygiene</p> <p>Frequent and thorough hand cleaning should now be regular practice. You should continue to ensure that children clean their hands regularly. This can be done with soap and water or hand sanitiser.</p>	<p>All children to clean hands on entry to school and at key points during the day including snack times and lunch times by washing with soap and water or using hand sanitiser.</p> <p>School ensures adequate supplies of soap and hand sanitiser are available.</p> <p>Hygiene rules to be discussed with children regularly and posters displayed around school.</p>
<p>Respiratory Hygiene</p> <p>The 'catch it, bin it, kill it' approach continues to be very important.</p>	<p>The 'catch it, bin it, kill it' approach is promoted in school and discussed with children.</p> <p>Tissues are available and all children are briefed on procedures for blowing noses and disposal of waste. Lidded bins are provided in each area for waste disposal.</p>

	<p>Nursery aged children struggle to follow this measure consistently however staff and parents to provide reminders and encourage further handwashing when required.</p>
<p>Use of personal protective equipment (PPE)</p> <p>Most staff in schools will not require PPE beyond what they would normally need for their work. The guidance on the use of PPE in education, childcare and children's social care settings provides more information on the use of PPE for COVID-19.</p> <p>From 2nd January 2022, face coverings should be worn in all communal areas in all settings by staff, visitors and parents unless they are exempt.</p>	<p>All staff in school have access to PPE as required and will use in line with government guidance. This will be used when changing children and if a child becomes unwell with covid-19 symptoms.</p> <p>Additional disposable face covering area available in the main entrance of nursery.</p>
<p>2. Maintain appropriate cleaning regimes, using standard products such as detergents</p>	
<p>You should put in place and maintain an appropriate cleaning schedule. This should include regular cleaning of areas and equipment (for example, twice per day), with a particular focus on frequently touched surfaces.</p> <p>PHE has published guidance on the cleaning of non-healthcare settings.</p>	<p>Each key group area has its own cleaning materials. All surfaces are cleaned at the start of each day, during the day, after each session and at the end of each day.</p> <p>Cleaning procedures are in place and monitored at start and end of the day and a daily evaluation of cleaning is carried out by SLT. Cleaning procedures include regular cleaning of touch points.</p> <p>A daily health and safety check is done with (Headteacher), (Site Supervisor) and (School Health and Safety Officer). These are done before the start of school each day to check all aspects of cleaning.</p> <p>Deep cleaning planned during school breaks and before wider reopening.</p>
<p>3. Keep occupied spaces well ventilated</p>	
<p>When your school is in operation, it is important to ensure it is well ventilated and that a comfortable teaching environment is maintained.</p> <p>Refer to Simple steps to Good Ventilation and the Ventilation Checklist</p>	<p>All rooms in the school have windows which are opened to create air flow and ventilation. Where possible windows will be left open during sessions, if this is not practical, windows will be fully opened when unoccupied to fully purge the air.</p> <p>At key points in the day ventilation is also improved through opening doors. At these times, increased consideration will be given to security of the building. C2o monitors are in place and help us to monitor ventilation and identify any areas of concern Areas of</p>

	poor ventilation will be addressed with the building surveyor. We will apply for a funded air cleaning unit if we meet criteria in any of our areas.
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4. Follow public health advice on testing, self-isolation and managing confirmed cases of COVID-19	
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Children, staff and other adults should follow public health advice on when to self-isolate and what to do. They should not come into nursery if they have symptoms, have had a positive test result or other reasons requiring them to stay at home due to the risk of them passing on COVID-19 (for example, they are required to quarantine). If anyone in your nursery school develops COVID-19 symptoms, however mild, you should send them home and they should follow public health advice.

The current guidance on contact tracing and isolation remains in place- which means that close contacts do not need to isolate unless they are over 18 and unvaccinated. **However, to reduce transmission parents are strongly advised to take their child for a PCR test if a member of their household has tested positive.**

School will continue to work within Government guidance regarding Covid-19. In particular the following procedures are in place.

- All staff will be strongly encouraged to complete a lateral flow the morning of our return on 5th January 2022.
- We encourage all parents who feel happy and confident to test their child prior to their return to nursery in January, this will help to protect children and staff at the start of the term.
- Staff will be asked to continue to test using lateral flows at least twice weekly.
- It is vitally important any child or staff member who develops symptoms of covid-19 are sent home, taken for a PCR test and isolate until a negative result is obtained. Or alternatively isolates for 7-10 days, following self-isolation guidance.
- Regular updates and reminders to parents of Covid-19 symptoms and school and government procedures will be reviewed and shared.
- We strongly advise parents to take their child for a PCR test if someone in the household tests positive. It is vitally important to help reduce transmission of the Omicron variant to maintain staffing levels required.
- Record all confirmed cases of covid-19 to the local authority and to Public Health England if a possible outbreak has occurred.

All staff or children who contract COVID-19 will be required to follow government guidance for self-isolation which is as follows:

“Since Wednesday 22 December, the 10 day self-isolation period for people who record a positive PCR test result for COVID-19 has been reduced to 7 days in most circumstances, unless you cannot test for any reason.

Individuals may now take LFD tests on day 6 and day 7 of their self-isolation period. Those who receive two

	<p>negative test results are no longer required to complete 10 full days of self-isolation. The first test must be taken no earlier than day 6 of the self-isolation period and tests must be taken 24 hours apart. This also applies to children under 5, with LFD testing at parental or guardian discretion. If both these test results are negative, and you do not have a high temperature, you may end your self-isolation after the second negative test result and return to your education setting from day 8.</p>
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Outbreak Management Plan

In the case of a Covid-19 outbreak in nursery, information will be shared with the local authority and if necessary, Public Health England. At this point it may be necessary to revert to a different school organisation once again. These procedures would be similar to those we have worked in during the height of the pandemic, so parents and children should feel confident and at ease with them. Any procedures within this aspect of our management plan would be adapted to meet the needs of our children following ongoing risk assessments and changes in government and DfE guidance.

If you have any questions or concerns about the information in this document, please do not hesitate to speak to Sue Conron, Executive Headteacher.

Covid-19 plan written August 2021, updated 2nd January 2022, shared with staff 5th January 2022, shared with parents via email 5th January 2022.

Written and updated by Susan Conron, Executive Headteacher.