



Deame Street, Great Houghton,  
Barnsley, S72 0EQ  
Tel. 01226 345030

**Head of School: Mr David Hickey**

**sandhilloffice@ecmtrust.co.uk**

Friday 22<sup>nd</sup> May 2020

Dear Parents and Carers

We would like to thank you for your response to the reopening of school for pupils in FS1, FS2, Y1 and Y6 on the 1<sup>st</sup> June and I am writing to share how we are going to do this in the safest possible way.

### **Classroom Social Distancing**

As set out in government guidance all pupils will be kept in groups of no more than 15 pupils and will remain in these groups throughout the school day to enable us to keep social distancing wherever possible. At Sandhill we have undertaken a risk assessment and we can only fit nine pupils in each room so that pupils can be kept apart safely.

In foundation years it will be difficult to maintain social distancing with children so young. This has been taken into consideration and government advice will be followed to ensure that the children, wherever possible, do not have contact with anyone outside their group or with symptoms.

Everyone will wash their hands frequently and correctly with adult supervision. Every room will be well ventilated at all times and the classroom, furniture and equipment will be cleaned regularly throughout the day and thoroughly cleaned once the children have left. Alongside this we will ensure that each group of children does not mix with any other group during their time in school. Any unnecessary furniture and equipment will be removed from class to allow for more movement and provide more space, each group of children will be with two staff members. All staff will be wearing masks in order to give further protection to the children.

Year 1 and Year 6 pupils (as well as Y2–Y5 key workers) will be sitting at individual desks as close to 2 metres apart as possible, unnecessary furniture will be removed to allow for this. The groups will not mix at any time. Each child will have their own pack of equipment which they will use every day. These will include; pencils, pens, rules, paper to complete work on to ensure no cross contamination. Their rooms will be cleaned throughout the day and again once the children leave.

Obviously as classes are mixed into smaller groups we cannot ensure that your child will have their regular teacher or teaching assistant. They will be in mixed groups and we will endeavour to have friendship groups where possible.





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## **Moving Around School**

The times we are planning at the moment are below, but may change in which case we will keep you informed.

- Children attending the key worker group will start at 8.30 and finish at 2.30
- Children in EYFS should arrive to school at 8:45 and will finish at 2:45.
- Children in Year 1 and Year 6 should arrive at 9.00 and will finish at 3.00.

It is important that children don't arrive any earlier or later where possible.

If you have more than 1 child in different groups you can arrive at the earliest time and drop all children off together as well as collecting children at the earliest time at the end of the school day. You may be asked to take children to different entrances but this will be explained on the individual letters sent next week.

Each group will have an individual timetable which will clearly state when they will move around school. This will include a phased time for arriving into school, using different doors, playtimes, lunchtimes and home times. Each individual child will be sent a copy of their group's timetable explaining times, the classroom they will be in and the staff who will stay with them. The school will not be holding any assemblies during this time and we will ensure at playtimes children are supported with the social distancing.

## **Hygiene**

Children will be expected to come into school without any belongings other than where necessary their packed lunch box and coat. They will wash their hands on arrival at school and at home time. They will always wash their hands before they leave and re-enter the building for playtimes, lunch etc. All classrooms have been deep cleaned, walls have been cleared, all equipment that can be thrown away has been and the resources have been wiped and disinfected. School has also purchased all pupils a new water bottle.

School has also purchased PPE (Personal Protective Equipment). This will mean that all staff will be wearing face masks all day, we have aprons and gloves for personal care and when administering first aid and digital thermometers which will be used for staff and children should they say they are unwell. Each classroom has soap and antibacterial hand gel. The staff will also hand wash upon entry and throughout the day. Any adult, should they need to enter due to deliveries or emergencies, will be expected to use the hand gel, wear masks and ensure 2m distancing wherever possible. It will be important to share these routines with your child and the fact that staff will be wearing face masks so not to alarm them.

Each group will have allocated toilets and they will use only these to reduce cross contamination. They will use the same coat pegs each day.

## **Lunches**

Children can bring sandwiches from home or purchase a cold lunch from school. If your child is entitled to free school meals they will be provided with a cold meal replacing the vouchers that are currently being received. Lunches will be brought to the children's group base and will be eaten here. Children will wash their hand thoroughly before and after lunch.





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### **Home-school learning for pupils not in school**

There will still be a number of pupils learning from home. School will continue to set learning activities each week/day for these pupils. We value your continued patience and support as the management of the school continues to change.

### **Strict Guidelines for those displaying symptoms and those who test positive**

All of the school community must follow strict guidelines to protect the whole school community. Anybody who feels unwell must contact the school via phone to discuss their symptoms. If anyone has a temperature, new persistent cough or a loss of taste or smell they must not enter the school grounds. If a member of staff or child in a group were to display symptoms during school, they will be immediately removed from the classroom and taken to an isolation room. All children in this group will be sent home immediately via the office and all parents and carers of this group will be contacted via phone. The classroom/learning area will be deep cleaned immediately. The person displaying the symptoms will have a test as soon as possible. During this time no one in that learning group, either adults or children, will be allowed back to school until the test results have been received. If the test result comes back negative, then the children and adults in the group can come back. If the test result is positive adults and children from this group will have to quarantine at home for the next 14 days. School will keep in contact with you should this event take place.

### **Thank you and Appreciation**

It just leaves me to say an enormous thank you to each and every member of the Sandhill community. Parents/carers, pupils and staff who have continued to support each other during these challenging times to ensure that school remains open to some of our pupils and for those at home learning continues to happen. Your support, kind words, patience and care during these times have really made this extremely difficult and new situation bearable and as positive as it can be. As we know, these times are still far from the normal we are used to but as a team we will continue to work together to keep our community safe and educated in the best possible way. From the bottom of our hearts we truly appreciate all that you have done for the school, staff and your children, please continue to do this as it is priceless and definitely needed in these continuing uncertain times.

Further information for each teaching group will be shared in the near future to provide more detail about day to day organisation for individual children. Please keep looking at the school website for future updates.

Take care and keep safe,

David Hickey  
(Head of School)

