

FAQ – FREQUENTLY ASKED QUESTIONS RELATING TO THE WHOLE SCHOOL RE-OPENING OF SETTLE AND KIRKBY MALHAM PRIMARY SCHOOL FEDERATION FROM SEPTEMBER 2020

Updated 15th September 2020

There are many questions that parents, staff and the wider school community may wish to ask regarding provision and arrangements for the new academic year. General guidance to schools was initially provided by the government prior to the summer break but the management of COVID-19 presents a fluid situation and in some cases initial advice may have been further adapted, reconsidered and in some cases changed depending on the developing national situation. Press and media coverage can also somewhat distort the situation and provide confusion.

The FAQ below relate solely to the Federation of Settle CE Primary and Kirkby Malham Primary Schools and is an attempt to provide some clarity or reference point for its parents and staff. It will be updated and published on the appropriate school website as and when government guidance or the national, regional, local situation changes or if new questions require answering and need to be covered.

I hope you find this document useful.

Mr Richard Wright

Executive Headteacher

Have all classes and children returned in September?

The government expect all classes and year groups to return and our intention is to ensure all pupils, including those with special educational needs, return at some point in September.

Is it safe to return?

The government advice is that it is safe to return if we adhere to government guidelines. Our primary school focus is the health and safety and well being of all our pupils and staff. If it is felt that circumstances are such that the school has become unsafe (e.g. a local or internal outbreak) then we will act with a view to safety first and as a precaution lockdown parts or all of the school if we deem it necessary to do so.

Is my child required to wear a mask in school?

As a general rule No.

Do you have a risk assessment?

Yes we have a whole school risk assessment and this has been added to the school web page and has been emailed out to parents. It will be further reviewed in September and updated in accordance with new government and Local Authority guidelines.

Are there any other risk assessments that might take into account Covid-19?

Yes, all risk assessments carried out at the school will need to take into account Covid-19 – this includes a separate class risk assessment which is written to take into account the specifics for your child's class.

Will I get a class newsletter and will you be keeping up with Tapestry or SeeSaw?

Yes parents will get regular newsletters from their class teachers and we will maintain communications as per lockdown with Seesaw and Tapestry as appropriate.

Does my child have to return to school?

The government expects all pupils to return, unless there are public or personal health reasons for them not to return. According to government guidelines parents may be fined, and an absence be considered unauthorised, if a child stays off school without justifiable cause or headteacher consent.

Is my child required to wear school uniform?

Yes they are. We ask that new uniform is ordered in advanced to avoid any problems with supply, during these Covid-19 times. Details for how to order are on the respective websites.

Are there staggered times for drop off and collection?

Not at Kirkby but Yes at Settle Primary. These have been communicated to parents prior to starting, but arrangements may change depending on how the situation evolves over the coming term, so please watch this space. We will however, endeavour to keep times as close to normal as possible.

At Kirkby Malham Primary who is responsible for keeping children safe and observing hygiene regulations on the bus?

The bus company.

All these changes and procedures indicate that there could be a lot of waiting around before I can drop off my child in the morning or collect them at the end of the day. I am a busy person. Do I have to spread out as well and social distance? Will all this make me late for work or my appointments?

Our first priority is the safety and well-being of pupils, staff and parents and we will do all we can to minimise the time spent for drop off and collection. We will endeavour to ensure all children at both schools are in by 9 am and on that basis there should not be too much difference to what would happen normally. We hope that parents will be patient and empathise with us. We are all doing our best with the situation we have been given. Yes, parents will need to maintain a social distance when coming to the school to meet their children.

Are children allowed to bring in school bags and water bottles?

Yes

What about items for show and tell and other matters relating to my child's class?

The class teacher will clarify specific class routines and expectations in their newsletter and communications with parents.

Will all the children be free to mix together between year groups?

As a starting point, children will be kept within their class bubble groups. For practicality purposes there may be some sharing of resources (such as the toilet facilities /outdoor equipment) within key stages.

Wraparound care groups for breakfast and after school club will form a sub group that will allow some mixing of children from different classes, but where possible we will try to keep groups separate via social distancing. Government guidance is that there are public health benefits in a primary school setting if we follow these measures.

Will Wraparound Care continue?

Yes, we will attempt to re-start all wraparound care provision subject to the differing staffing contexts at both schools, though the longer-term continuation of these services will be subject to parent take up and viability. They cannot run at a loss. The school will need to carefully monitor and review the use of the clubs to ensure they are viable and that activities can run safely.

Breakfast and After School Club will continue at Settle CE Primary and be available from the first week and will operate at the normal times (from 7.30am-9.00am in the morning for Breakfast Club and from 3.30- 5.30pm for after school club). In order to offer some social distancing, groups sessions may take place across multiple rooms as appropriate and as is practical to do so. Our focus will be to continue to provide a service to those parents who need it, with reference to government guidance, taking into account the staffing and premises limitations that we have.

Will after school clubs and evening classes continue?

We hope to resume as normal a service as we can, as long as what takes place complies with government guidance and our health and safety risk assessments.

Details as to when an after-school club or evening class will start will be issued as the term unfolds. In many instances it will depend upon the nature and context of the club itself and the completion and approval of an appropriate risk assessment signed off by the headteacher. The main focus of the school will be to have the school day operating as normal as possible for the children – everything else is a bonus and can only be re-introduced if it is safe to do so and it does not compromise the cleaning regime necessary to keep the school safe.

Will peripatetic music lessons continue?

This depends on the instrument that is being used – for example, initial government guidelines differ according to the instrument being practised and other premises considerations. The school will liaise with music teachers in the early autumn and peripatetic lessons will be re-introduced as and when we have clearance and are satisfied that it is safe to do so. Parents will be informed when a lesson is due to re-start.

Will dinners be provided by the school?

Yes. It is our intention to provide a normal school dinner service as usual with social distancing between bubble groups.

Will PE take place?

Yes, PE will take place – with reduced group cohorts and modified lessons that reduce contact between pupils, taking into account the premises and location being used. Contact sports will not take place for the foreseeable future.

Will my child go swimming?

Yes working with the local Settle Swimming Pool and in accordance with their risk assessment and health and safety protocols, we hope to continue swimming, more or less as normal this year.

Will the school go on trips and take part in local competitive sports events?

The government allow schools is to go on visits outside of the school premises if a suitable risk assessment is carried out to ensure appropriate safety measures, including social distancing, take

place. However, our school federation will not be authorising school visits during the autumn term as an additional safety precaution measure and we will not be partaking in competitive sports fixtures during the first term. We hope that this situation will be relaxed at some point in the New Year.

Will there be residential trips taking place?

At the current time of writing we are not allowed to go on residential trips, however, we are hopeful that this situation will change in the coming months and are optimistic that there will be residential trips taking place during the summer term 2021.

Will there be harvest festival and church services taking place?

At the time of writing we are making a firm decision not to host any public events with parents for the foreseeable future. This will affect any planned Church Service until further notice.

Will there be assembly gatherings in school and are visitors allowed to come into school?

We will be limiting wider group and whole school gatherings but this does not mean that we can not host collective worship or assembly themed sessions within classes. Visitors may also come into school if it is to directly support teaching and learning, as long as the required safety checks are in place and they have been authorised to do so by the headteacher. The headteacher will determine the timing for when the first visitors can come into school.

Who is allowed to come into school then? Are there any restrictions to parents or visitors?

Access to school is primarily restricted to staff and pupils and those who serve a direct function for the school – such as to aid teaching and learning or support services/designated contractors. Parents are unfortunately denied access to school and their presence on or near the site is to drop off or collect the children. Gatherings outside the school premises are to be avoided – times will be staggered as appropriate to safely facilitate drop off and collection times. Arrangements may change depending on what is practical or any unforeseen circumstances so please be patient with us as this is all new. Any changes to these circumstances will be communicated directly to parents by the school.

How will play and dinner times be managed?

Areas of the school will be divided to allow bubble groups to play together and have dinner together. There will be an ongoing review of the arrangements to ensure that they are as normal as possible, considering the circumstances, and comply with health and safety guidelines and the practical and ethical considerations for caring for young children.

What if my child is anxious and cannot cope in the adapted school environment?

Please address any issues directly to your child's class teacher and copy in the headteacher as well if your child is struggling. The care and well being of all our pupils are of paramount importance and we will endeavour to give special consideration and support to those families who are finding things difficult.

What happens if a child misbehaves or doesn't follow the school rules for keeping themselves and others safe?

Under the Health and Safety at Work Act 1974 the school management has a clear mandate to keep the school safe for all children and staff. During these unprecedented times it is going to be especially important that agreed rules for keeping everyone safe are followed. There will be a lower threshold for tolerating misbehaviour in the new academic year and we cannot allow any behaviour that puts

staff and children at risk, or compromises the effective running of the school. Disciplinary measures, including the use of exclusion, will be used if the situation determines that it is appropriate.

I'm worried about coughs and sneezes and pupils and staff getting ill with common colds and flu during winter time. What happens then?

Good question. A cough or sneeze by itself does not mean a pupil or staff member should necessarily stay off school. During winter time such a state of affairs would be unworkable and we would likely run out of staff. In anticipation of further government advice coming through, anyone coming into school who might be concerned they have symptoms for COVID-19 must seek a test. Any confirmed cases must then be reported directly to the school for further action. Staff and pupils may come into school with mild cold symptoms – but if there is doubt then a test must be sought. The tests are now coming back very quickly and it is only *confirmed cases* that require individuals to refrain from coming to school for public health reasons (see guidance on website relating to you or your family member having Covid symptoms). If there is doubt about an individual's health then the school will insist on a test being done before the individual can come back into school.

Will there be Covid testing or track and trace taking place at school?

Some test kits have been delivered to the school. These can be handed out for testing when required but note that they rely on being posted and sent to an authorised drop off and collection point as organised by the Royal Mail. There is no collection on a Sunday.

What if my teacher is ill? Who takes the class?

It is going to be harder to find suitable replacement teachers during these times and the flexibility normally on hand for covering staff absence will be compromised if we are keeping staff broadly in 'bubble groups'. We are fortunate to have a number of HLTA staff and very capable ATA/GTA staff who can step in to support when a teacher is absent. However, if significant numbers of staff are absent and we cannot find suitable cover for your child's class then in a worst-case scenario we would have to temporarily shut the class down. Meanwhile, if the reason for illness is Covid-19 related then the class group will need to go into lockdown as a precaution to limit the spread of infection to the wider school.

What if my child is ill? Just how bad do they need to be to be off school and how do I know if they need to get a test for Covid-19?

During the coming term we are expecting a lot of children to come into school with coughs, colds and sneezes. The answer to this question depends on (a) the severity of the symptoms and (b) the *type* of symptoms.

For example, if your child has a minor cold then they can come into school. If, however, they have a heavy cold, high fever, persistent cough then they should not be in because we want to reduce the spread of any infection during these times so as to keep everyone's immunity as high as possible and if a number of symptoms are on display then it is quite possible that some of these are shared by the coronavirus.

What are the symptoms for Coronavirus?

There are a number of symptoms for coronavirus and information on all of them can be found on the NHS website. However, our school is highlighting 6 very common symptoms to parents:

- If your child has a temperature above 37.8 degrees

- Your child has a fever or chills
- Your child has a sore throat
- Your child has a continuous cough
- Your child has muscle aches and a sense of fatigue
- Your child has a new loss of smell or taste

The current school position is that if your child has one of these symptoms then we may make a judgement to send them home based on our assessment of the child. It is important that if your child does have one of these symptoms that you let the school know. If your child has two or more symptoms then we strongly recommend that they do not come into school and that they are tested.

OK well what if both the teacher and parent can't decide whether my child is well enough to be in school? What happens then?

The matter will be referred to senior manager who will have the final say. Ultimately this is Mr Wright, or in his absence there will be Miss Thompson/ Miss Wright (at Settle) or Mrs Allen (at Kirkby Malham)

If my child has a fever shall I give them Calpol?

If they have a fever then it is best they stay off school and you may then of course give them Calpol if this is appropriate for your child. What we want to avoid is having children being given Calpol before coming to school to lower their temperature and then them deteriorating during the day and having to be sent home. Especially as fever is a key indicator of the virus. In this regard the symptom of having a fever or chills will indicate that the child would be best staying at home.

This is pretty inconvenient to me, I have work to attend and appointments to make. I need my child in school.

The health of all the pupils and staff is paramount and it is in honouring this obligation that we must closely follow the guidelines and the school Risk Assessment. It is on these terms that we have re-opened. There will be minor inconvenience but such are the times we are living in. We will do our best to manage the situation without unnecessary disruption or inconvenience but if your child is unwell and deemed not to be fit for school then we expect parents to support the school and keep them at home until they have recovered. If they are showing symptoms of Coronavirus then they should be tested.

So, are the children and staff going to be given flu jabs? Makes sense doesn't it?

Unfortunately, teachers are not part of the national flu programme as the focus is on children in year 7 and under plus vulnerable groups.

However, many teachers will be able to access the free vaccine through the national programme if they are in the eligible groups. These include pregnant women, over 65's and people with underlying health conditions.

This year the cohort has been extended to include over 50's, year 7's and the households of people who have been shielding – further information about eligibility can be found [here](#).

There is a link [here](#) to further information about flu vaccinations in schools that includes a paragraph on teachers. Some schools may choose to fund flu vaccinations through pharmacies which cost around £10.

How will my child catch up on all the school learning that has been missed?

Teachers will initiate a 'recovery curriculum' in the autumn term designed to recover lost learning, to look at gaps in understanding and to assess where the children are, compared to where they would otherwise be expected to be. We will allocate additional support to those children who we feel have the most to catch up on.

Has the school received any catch-up funding and how is this Catch-up Funding going to be used?

At the time of writing we are still awaiting confirmation of receipt for additional government funding for catch-up groups, which means the planning of any extra and above provision is difficult. While we await confirmation, we will utilise the staff we have available to meet need. Recover and catch up will be our key priority in the autumn and spring terms. Additional intervention groups will depend on the funding provided and the staff available.

When does school expect to get back to normality?

The government hopes that a normal curriculum will be resumed by the summer term. We hope to have as many aspects of provision back to near normality as soon as possible but timing as to when everything will be normalised is out of our hands. We are hoping that the government's assessment is correct and things will be normalised in time for the summer term (fingers crossed!)

Other local schools are doing things differently to you. Who is doing it right?

All schools are coming up with their own unique solutions to managing these difficult times. In that respect there is no right or wrong way of doing things and it is misleading to compare schools as each has their own staffing, pupil, resource and premises criteria to consider. All are doing their best based on the situation they have been put in and often there are hidden factors that dictate why one school is taking one course of action and another school is doing something different. So, let's not judge by who is doing things right or not – instead, if you have a concern or suggestion then raise it with the headteacher or class teacher for their consideration. The school may take your suggestion on board or be able to explain why the school is operating in the way it is. Some items will depend upon headteacher, staff or governor discretion and personal interpretation of circumstances. Please don't be judgemental. Everyone is doing the best they can!

Will there be any provision to support mental health and well-being?

Yes, there will be consideration of mental health and well being with sessions and lessons planned and delivered with this in mind. We also hope to access support from local support services if a child or family are particularly struggling. The key issue is to inform the school if you are aware of any particular concerns so that we are ready and forearmed to do our best to help support you.

The government guidance keeps changing and things seem so uncertain. Media reports are also causing concern. How do I know that your school is doing things right?

We are following the guidance as best we can and using our professional discretion in all things where clarity might be lacking. Our philosophy in managing the situation is 'safety of pupils and staff' is paramount. Ofsted will be visiting schools to inspect and check how the school is being managed during this difficult period. We will also send out regular surveys to parents so that we can gauge what is working and what could be further improved.

I have issues regarding my child's education and progress. If I am not allowed into school then how do I address these problems?

Address them to your child's class teacher via email – a phone meeting can then be organised if required. The use of Tapestry and SeeSaw will also facilitate close communication between home and school. If your concerns are not being met then contact the headteacher directly.

My child is genuinely ill and can not come into school – what do I do?

Normal circumstances apply. Contact the school directly as to the reason for your child's absence.

What if my child or I have Covid-19 symptoms?

If the reason for your child's absence is Covid-19 related then follow Public Health England/ Government Advice by seeking self-isolation and let the school know immediately. Similarly, if the parent has Covid-19 symptoms we ask that they inform the school and follow the national guidance and stay in isolation.

I am concerned that the school will be offering a reduced curriculum and may not be meeting expectations as outlined in the current Ofsted framework. How do I know that standards are being kept up?

As mentioned, Ofsted will be visiting schools in the autumn and will be giving feedback to schools as appropriate. The normal inspection process has been delayed until at least the new year as there is recognition that these are difficult and unprecedented times. There is though the expectation that schools narrow any gaps and be in a position to have a normal curriculum by the summer. Ofsted will likely judge schools on how they have managed lockdown, the re-opening in September and their readiness to meet expectations outlined in the current framework, when normal inspections eventually resume in 2021.

Ok, school has been open for a bit of time now. How are things?

Great – its lovely to have the children back and though we have had to change some of our rules and routines many aspects of school remain the same. The children are busy catching up on lost learning and hopefully have fun. It is great to see everyone back and we hope to stay open as much as we can and limit as far as possible any potential lockdown. If parents, children and school all work together and are patient and understanding of each other's needs, then this academic year should be a positive experience for everybody.

I have some questions that are not covered on this list. Where do I get more information?

This list will be updated as appropriate as new questions come through and as the situation changes/new advice is interpreted with the updated version emailed out to parents and posted on the website. If you have any specific concerns then please check to see that they have not already been addressed above. If they haven't been addressed then feel free to contact your child's teacher or the headteacher for further clarification.

Thank you