



HALTON LODGE PRIMARY SCHOOL

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NEWSLETTER

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17th July 2020



It seems very strange to be acknowledging that it is the end of the school year – having not seen the majority of our pupils or their close family members for a considerable amount of time. However, as we say goodbye to those pupils who have been able to return to school over the last few weeks, we can also start to look forward to the start of a new school year – and a time when ALL of the pupils can return to our school.

Typically we would have been celebrating our pupils achievements this week – with each class also spending some time in their new class, with their new teacher. This would have been particularly important for our Year 6 pupils - who will all be moving on to high school in September – and also for our new Reception class; who will be looking forward to starting 'big school'.

Our Year 6 class have been amazing since the start of the year – when they were located in the mobile classroom (up on the car park). They have worked incredibly hard and deserved the opportunity to showcase their talents and skills; on stage in the end of year production and school pantomime, on Sports Day (as both competitors and also helping the younger children), representing the school in various ways and by completing all of their units of work. However, we know that they will go on to excel in many ways over the next few years – both at high school and in the local community.

We also say goodbye today to Mr Foster, who has done a fabulous job covering for Miss Eustace. As Miss Eustace will be back working at our school in September, this role has come to an end. However, we all wish Mr Foster well for the future – and I know he will be remembered fondly by the children in Year 1 especially (along with their family members who have got to know him well over the last few months).

Looking ahead to September, we have completed our recruitment of extra staff and I can confirm that Miss Murphy will be joining the team as our new Year 3 Class Teacher (working alongside Miss Eustace) and Miss Knight will be employed to cover during Mr Bradshaw's absence from school at the start of the new school year.

Looking ahead to September, we have a lot of information to share with you. *These are all subject to governor approval and may need to be revised in accordance with any changes to the guidance that is released over the summer holidays.*



What will be happening in September?

In order to comply with the guidance issued to schools by the Government, through the Department for Education, we will need to adopt staggered start and end times.

Our school opens to children on Thursday 3rd September – and attendance from this date will be mandatory for all pupils.

It is also absolutely essential for staff and children who are ill to stay at home – and for parents/carers to inform us that their *child is ill and unable to attend school BEFORE 8:30am (via the Studybugs App)* - and, for anybody who is displaying any of the Covid-19 symptoms, to be tested immediately and to inform the school of the outcome of the test as soon as they receive it. *For any families who are not able to book a test, the school is expecting to receive testing kits that can be used in such an event.*

Furthermore, if anybody in the same household has coronavirus (Covid-19) symptoms, then all members of the household must self-isolate and not attend school until they receive the outcome of a test. Equally, if you are contacted by NHS Track and Trace, you must follow the advice that you are given – and inform school if you need to self-isolate. All absences as a consequence of following the government guidelines will be authorised provided that we are informed.

The children in school will remain within year group 'bubbles'. This means that the areas of the school that they are able to use and access will be restricted – and all children **MUST** remain within the parts of the school that they have been allocated:

- Year 6 Year 6 Classroom, Year 6 Toilet and UKS2 Intervention Room
- Year 5 Year 5 Classroom, Year 5 Toilet and the 'Science & Technology Zone' of the school library (main corridor)
- Year 4 Year 4 Classroom, Year 4 Toilet and the 'Geography and History Zone' of the school library (main corridor)
- Year 3 Year 3 Classroom, Year 3 Toilet and the World Tables in the 'Languages Zone' of the school library (main corridor)

Year 2 Year 2 Classroom, Year 2 Toilet and the Nurture Room

The Fawns The Fawns Classroom, The Fawns Toilet, The Chill Out Room and Sensory Room

Year 1 Year 1 Classroom, Year 1 Toilet and the 'Storytelling (Fairy Tale)' section of the school library (main corridor)

Reception Reception Classroom, Reception Toilets and EYFS Outdoor Area

Access to the computers in the IT Suite, the two sets of ipads and all of school equipment will be restricted to the children in just one bubble at a time – with a thorough and deep clean of any equipment taking place before these are used by any children (or adults) from another bubble.

The children will also eat their lunch in their classroom and have staggered break times outside – so that children in one bubble do not mix with any other children whilst they are in school.

To manage the children's arrival and departure from school, we have devised the following plan. This is the most effective way that we can SAFELY get all of the children in and out of school; and we respectfully request that each family adheres to the times and procedures that have been put in place. *These will be evaluated and, if necessary, revised after the first few weeks.*

The start and end times are determined on the first letter of your child's surname – AND ONLY ONE ADULT SHOULD BRING/COLLECT YOUR CHILD EACH DAY.

Start Times:

8:40am for Year 1 (A to G) – via Hall
Year 6 (P to Z) – via Main Entrance
Year 2 & Year 4 (H to O) – via Playground

8:45am for Year 1 (H to O) – via Hall
Year 6 (A to G) – via Main Entrance
Year 2 & Year 4 (P to Z) – via Playground

8:50am for Year 1 (P to Z) – via Hall
Year 6 (H to O) – via Main Entrance
Year 2 & Year 4 (A to G) – via Playground

9:00am for Year R (A to G) – via Hall
Year 5 (P to Z) – via Main Entrance
The Fawns & Year 3 (H to O) – via Playground

9:05am for Year R (H to O) – via Hall
Year 5 (A to G) – via Main Entrance
Year 3 (P to Z) – via Playground

9:10am for Year R (P to Z) – via Hall
Year 5 (H to O) – via Main Entrance
Year 3 (A to G) – via Playground

There will be a one way system in operation on the playground – to maintain social distancing. Parents and carers are also asked to ensure they do not wait at the classroom doors (if they are using the playground to drop off/collect children) – as the entrance to the building and social distancing between adults MUST be maintained.

If your child brings a packed lunch to school, they (or you) will be asked to wipe the lunchbox down with an antibacterial wipe before placing it on the lunchbox trolley. Please ensure that these are washed thoroughly and cleaned before they are brought back to school the next day.

PARENTS WILL ONLY BE ABLE TO ENTER THE SCHOOL BUILDING BY PRIOR APPOINTMENT – AND APPROVAL BY THE HEADTEACHER.

End Times:

2:45pm for Year 1 (A to G) – via Hall
Year 6 (P to Z) – via Main Entrance
Year 2 & Year 4 (H to O) – via Playground

2:50pm for Year 1 (H to O) – via Hall
Year 6 (A to G) – via Main Entrance
Year 2 & Year 4 (P to Z) – via Playground

2:55pm for Year 1 (P to Z) – via Hall
Year 6 (H to O) – via Main Entrance
Year 2 & Year 4 (A to G) – via Playground

3:05pm for Year R (A to G) – via Hall
Year 5 (P to Z) – via Main Entrance
The Fawns & Year 3 (H to O) – via Playground

3:10pm for Year R (H to O) – via Hall
Year 5 (A to G) – via Main Entrance
Year 3 (P to Z) – via Playground

3:15pm for Year R (P to Z) – via Hall
Year 5 (H to O) – via Main Entrance
Year 3 (A to G) – via Playground

As the Catering Staff are not permitted to handle money for the foreseeable future, there will be no morning snack on sale for the children in the junior classes during the Autumn Term. All children in Year 3 to Year 6 are invited to bring a healthy snack into school each day instead.

We are hoping that the children in Reception, Year 1 and Year 2 will still have the option to have a drink of milk and a piece of fruit each day – so they will not need to bring a

snack to school. [The children in Reception will also continue to have daily snack – as part of their continuous provision – and parents/carers should have already received information about this – including the cost].

The only items that your child may bring into school are:

- Coat (including hat/cap, if the weather warrants this);
- Clean and filled Water Bottle – clearly labelled with your child’s name. These will need to be taken home each day, cleaned and refilled. Only water is allowed – no juice, no fizzy drinks;
- Reading and Homework Books;
- PE Kit (**ONLY** on the day that your child has PE) – You will be informed of this in September.

We are not able to permit children in Year 6 (or any other year group) to bring a mobile phone to school until further notice.

The school has significantly increased its cleaning and hygiene routines – and we now have a fulltime cleaner on site throughout the school day; in addition to a team of three cleaners after school. This means that the toilets get cleaned at least 4 times each day and all surfaces that the children are regularly in contact with are also cleaned on several occasions.

The children will need to wash their hands at regular intervals - including on arrival at school, before and after consuming food, when entering the classroom after break times outside and after handling any equipment.

The children will also largely have their own stationery equipment to use whilst they are in school. If they need to use any communal equipment (such as scissors, special maths equipment or counters, etc), these will be limited to those children on their table (or ‘pod’). This will limit the amount of contact between pupils. *They absolutely do not need to bring any bags to school – unless this contains their PE kit.*

IT IS ESSENTIAL THAT CHILDREN DO NOT BRING ANY TOYS OR OBJECTS FROM HOME EITHER – INCLUDING THEIR OWN HAND SANITISER OR PENCIL CASES – AS WE NEED TO SIGNIFICANTLY REDUCE THE RISK OF INFECTION FROM HOME TO SCHOOL (AND VICE VERSA).

Should your child get ill and display any of the coronavirus (Covid-19) symptoms – a new, continuous cough, a high temperature or has a loss of, or change in, their normal sense of taste or smell (anosmia) - they will be isolated from all of the other children in school – in the ELSA Room; supervised by a member of staff who will be wearing full PPE (eye protection, face mask, nitrile gloves and apron). We would have to ask for you to collect them from school immediately – THEREFORE, IT IS IMPERATIVE

THAT WE HAVE YOUR MOST RECENT CONTACT TELEPHONE NUMBERS FOR BOTH WORK AND HOME.

In order for us to have each child’s emergency contact details on record and available at the start of the new school year – and ensure that we do not have any old or obsolete information (as these may not have been updated for over 6 months) – we have included a Google Form for you to complete. Can you please do this as a matter of urgency and certainly by 31st July; so we can contact you in an emergency (and know who you give permission to collect your child from school at the end of the day).

We are aware that on some internet browsers that this often displays a MailScanner has detected a possible fraud attempt warning message. We can assure you that we have created this form and the information will only be accessed by our school. If you have more than one child who attends our school, can you please complete one form for each child. For those children who will be starting at our school in Reception in September, you will have completed this information already – so there is no need to do it again!

IT IS PARTICULARLY IMPORTANT FOR YOU TO LET US KNOW IF YOUR CHILD HAS HAD ANY NEW MEDICAL INFORMATION – INCLUDING DETAILS OF ALLERGIES AND MEDICATION. We can only administer medicine that is prescribed by a medical professional (GP, Dentist, Hospital, etc), if it is in the container with your child’s name clearly visible on it and it is in date. *If you need us to administer any medicine when your child returns to school in September, please email head.haltonlodge@halton.gov.uk to request a medical form.*

The Emergency Contact Google Form can be accessed by clicking on this link: <https://forms.gle/1co6rXEMZYWbCaWi6>

The guidelines clearly states that schools should have a process for removing face coverings when pupils and staff who use them arrive at school. In this respect, we will ask anybody who arrives at school to remove any disposable face coverings, to place these in a bin located on the school site and to either wash their hands (or, if there is no water or sink immediately available, to use hand sanitiser). *We have several hand santising stations around the school where we have no access to sinks and water – e.g. the main entrance and for those entering the school building via the hall gates.*

If anybody has a reuseable face covering, they will be given the option of placing this in a clean plastic bag (which must be brought from home) and to place this inside the plastic bag and tied the bag, rather than disposing of it. The plastic bag must then remain inside a coat pocket for the remainder of the school day.

Many of the procedures that we are proposing have been tried and tested over the last few weeks when we have had over 100 staff and pupils in school.

We appreciate that arriving at school at a set time each morning and afternoon can be a challenge – but is essential if we are going to limit any potential infection and keep our staff, pupils and families safe. If you arrive earlier, we ask that you wait on the other side of the road – away from the school – to allow those who need to get their children in school on time. Equally, if you are late, it is essential that you do not try to access the school building until you have spoken to the senior member of staff on duty who will try to coordinate this.

For those families with more than one child, you will need to drop off (and collect) each child in turn – as we do not have the capacity with 212 children arriving each day to escort siblings from one entrance/exit point to their classroom.

It is our intention to restart our Breakfast Club on Monday 14th September. This is on the proviso that we are given permission to reuse our school hall – as this will not be possible at the start of the school year (due to roof repairs that will still be being undertaken overhead at the start of the new academic year). Provided we are given the ‘green light’ from the Health & Safety Team to reuse the hall, we will invite children from up to four bubbles to access the Breakfast Club. This will be based on the bubbles that express the greatest demand. *We will ask you during the first week back to inform us if you would welcome utilising the school’s Breakfast Club – and from what time – to determine the maximum number of children that we can safely accommodate.*

Our plan is to have the children from each bubble to access activities in a different corner of the school hall – so we can ensure that the children do not mix. Therefore, it is essential for any child who attends the Breakfast Club to be able to strictly adhere to these rules. If we can accommodate all of the requests we receive safely, we will do!

The Government are also advising children to walk or cycle to school. Until the school project is completed, the children WILL NOT have access to the bike shed to store their bike during the school day – so any bikes will need to be taken home once the children arrive at school. *We appreciate that this will be inconvenient but the builders compound is surrounding the bike shed – making this inaccessible.* We will let you know as soon as this is in use.

If you have any concerns about your child returning to school – especially if they have experienced any trauma or bereavement, or have struggled to manage during the period of ‘lockdown’ and are apprehensive about returning to school – please detail this in an email to head.haltonlodge@halton.gov.uk so these can be shared

with your child’s new class teacher and a support package put in place.

All of the children will be given lots of emotional support and opportunities to talk when they return to school – sharing their experiences of lockdown, remote learning and how things have changed. They will also be supported to understand the new rules and routines that we have in place. *The amendments that we made to the school’s behaviour policy detailed below, will remain in force during the Autumn Term:*



Amendments to the Behaviour Management, Positive Handling and Child Restraint Policy due to the Covid-19 pandemic

Following the Covid-19 pandemic it has become necessary for schools to run in different ways and in light of the new risks we have written this document as an appendix to our current behaviour policy. This document was written following guidance from the DfE, issued on Thursday 14th May 2020, and has been approved and ratified by the full governing body. It has been reviewed and amended following the new guidance issued to schools on 2nd July, in advance of the schools fully reopening at the start of the new school year.

Every member of our school community will have experienced the pandemic differently and the return to school will be welcome to some and spark anxiety for others. The safeguarding of our children and families remains paramount. Staff and children may have experienced loss or trauma and their emotional wellbeing and mental health will be supported by their class teacher and the other adults who work in their bubble – with additional support provided by the senior leadership team, the school’s Mental Health First Aiders (Mrs Ellis, Mrs Farrar, Mrs Duckworth and Miss Little) and our Pastoral Support Worker (Miss Jones). *Further support from outside agencies will also be offered where necessary.*

We aim for school to be as safe as possible for staff and children and have made the following changes as necessary.

Upon return to school we will prioritise PHSE and the Social and Emotional aspects of learning for the children. Children will need time to re-establish their school routine and adjust to any changes to the school day.

School Rules

Ready
Respectful
Safe

Children now need to adhere to –

1. any altered routines for arrival and departure
 - Children will enter and exit the school through their designated gate at the set time (see timetable). Children that have not arrived on time will be asked to wait across the road until the current group has finished entering the building. After this a member of SLT will admit the child to their designated bubble.
2. school instructions on hygiene such as hand washing
 - Children will be expected to wash their hands upon entry, after visiting the bathroom, before and after eating, after break times or if they cough or sneeze.
3. instructions on who pupils can socialize with at school
 - Children will be made aware of the other children within their pod/bubble and will be expected to only socialize with these children at breaks and lunch times. This will be achieved by remaining within the designated area of the playground at all times.
4. new ways of moving around the school
 - Children will not be expected to move around the school at any time without an adult. They will use the external doors to enter and exit their classroom and will remain within this room at all times; unless they are escorted to their allocated 'break out' zone by a member of staff. Children should ask an adult if they wish to use the bathroom at any point during the day and staff members will ensure that only one child at a time uses the facilities. (A cleaner will be on hand, throughout the school day to keep these as clean as possible).
5. expectations of catching coughs, sneezes and tissue disposal
 - Children are asked to catch any coughs or sneezes using a tissue (or their elbow in an emergency). They are expected to place their tissue in the bin and wash their hands immediately following the 'catch it, bin it, kill it' rules.
 - It is also an expectation that children avoid touching their faces (mouths, nose and eyes) with their hands, at all times.
6. rules about the sharing of equipment
 - Children will not be required to share resources at this time. Children will be provided with all of the resources they require and if they need anything further they should ask their designated teacher.
7. amended break time expectations
 - Lunch will be served in the classrooms and these areas will be cleaned after use.
 - Break and lunch times will be staggered and each pod/bubble will have their own play equipment. The rules for 'perfect playtimes' will be adhered to as usual.
8. rules about coughing, spitting at or towards another person will be strictly enforced
 - The rules around coughing and/or spitting at or towards other people will require a more significant sanction. We reserve the right to impose more significant sanctions for behaviours that could endanger the health or wellbeing of members of our community (adults and children). These behaviours may include, but are not limited to coughing and/or spitting, and would be extended to any behaviours that cause harm or distress, such as biting, scratching, etc.
 - Dependant on the trigger and severity of the incident, a fixed term (or permanent) exclusion will be considered – in accordance with the DfE guidance and school policy. However, during this wider reopening of school period, it will most likely be considered appropriate for the child to be collected from school immediately (to wash and change their clothing) under these circumstances, and to not return to school until a reintegration meeting can take place. (This may need to take place remotely).
9. rules with regards to home learning
 - Any children who are not able to attend school due to Covid-19 symptoms and/or NHS Track and Trace for government approved reasons are expected to engage with home learning. This will mostly be through the usual communication apps, See-saw and Tapestry (and, in the event of whole year group closures, via Google Meet too). *Parents and carers are requested to ensure they have access to Studybugs – so they can be informed of any key information regarding their child (and their bubble) swiftly.* Paper packs may also be available for collection for those families who are unable to gain internet access.

Children will be expected to wear full school uniform from 3rd September onwards – including polishable black school shoes.

Rewards and sanctions: Rewards and sanctions will remain unchanged at this time.

Recognition Board - to be used for those children that are supporting others with social distancing and/or entering school as outlined in point 1, above.

Perfect Playtimes – children will be rewarded with house/dojo points for remaining on the correct playground and remaining with their designated group.

Golden Spatula – children will still be expected to use appropriate table manners at lunch time and this will be highlighted as appropriate during lunch time by all staff including midday assistants.

It is important that children are encouraged to adhere to new rules and guidelines. Some leniency may be needed whilst children become familiar with the new routines.

Physical intervention: If a child poses a risk to themselves or others it may be necessary to physically intervene. Every measure should be taken to avoid this, as stated within the Behaviour Management, Positive Handling and Child Restraint Policy. However, if the need does arise, staff are fully trained to use the minimum force required. Only SLT and SEMH staff will be asked to undertake physical restraint during the Covid 19 pandemic and facilities will be provided for them to change (i) into PPE (if appropriate) prior to a change of adult, or (ii) to wash their hands thoroughly and change their clothing (if desired) before/after the incident.

As detailed in the documentation on the use of physical restraint, staff are strongly encouraged to alert SLT members (namely Mr Hilldrup and/or Mrs Ellis) if they feel that a child is beginning to work their way towards a point of crisis, where a physical intervention may be necessary, so the appropriate staff can make use of PPE to protect themselves should this situation arise.

Holiday Dates for 2020/21

	First day of term	Last day of term
Autumn Term	Thursday 3 September 2020	Friday 23 October 2020
	Monday 2 November 2020	Friday 18 December 2020
Spring Term	Monday 4 January 2021	Friday 12 February 2021
	Monday 22 February 2021	Thursday 1 April 2021
Summer Term *	Monday 19 April 2021	Friday 28 May 2021
	Monday 7 June 2021	Friday 16 July 2021

* Includes May Bank Holiday: Monday 3 May 2021

INSET Days

Wednesday 2 Sept 2020	Monday 19 July 2021	Tuesday 20 July 2021	Wednesday 21 July 2021	Thursday 22 July 2021
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Please remember, these dates are always available on the school website.



A Few Brain Teasers

Can you name an English word of more the 2 letters that both begins and ends with the letters 'he' (in that order)?

Take me and scratch my head. What once was red, is black instead. What am I?

What always murmurs but never talks, always runs but never walks, has a bed but never sleeps, has a mouth but never speaks?

You have a cube made of 10 x 10 x 10 smaller cubes, so there is a total of 1000 smaller cubes all together. If you take off one layer of cubes, how many remain?

What walks all day on its head?

500 is at my end and my start, yet 5 is at my heart. The first letter and the first number make me complete. My name is that of a king. Who am I?

When is 1500 plus 20 and 1600 minus 40 the same thing?

What are the next two letters in the following sequence and why? WATNTLITFS _ _

What type of words are these: madam, civic, eye, level, Hannah?

How much dirt is there in a hole 3 metres deep, 6 metres long and 4 metres wide?

The Answers

Headache / Heartache
A match
A river
If you take a layer from all sides of the cube, this would reduce the dimensions by two, not one. So the answer is 512 – 8 x 8 x 8
A nail in a horseshoe
DAVID – D = 500, V = 5 and I = 1 (the first number). 'A' is the first letter of the alphabet
24 hour clock (15:20)
A W – What Are The Next Two Letters In The Following Sequence (A)nd (W)hy?
They are palindromes – they read the same forwards and backwards
None – it's a hole