



CHELLASTON JUNIOR SCHOOL

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Chellaston
Derby
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Head teacher – Mr Alex Smythe

Together we are **stepping to success**. Together we are **working to achieve our best**

Friday 10th July 2020

Starting back at CJS in the Autumn



Dear parents/carers,

As promised, we have put together a plan for the return of pupils from the start of the Autumn Term. Children will be back at CJS from Monday 7th September.

We have worked closely with Chellaston Infant School and Homefields to put together a plan bearing in mind the following constraints placed on us by the government:

- Children are to remain in class bubbles and mixing of bubbles will be minimized
- However, it may be necessary for us to bring some year group bubbles together in the outdoor space or hall space in order to enable us to plan lunchtimes (both eating and play). We cannot fit the school day in with 16 separate lunchtime sittings!
- All of the social distancing required now and at the time (dependent on any changes to government guidance) must be in place
- Everything we have learnt over the last 4 months about keeping children safe in school will still be in place (there are far too many processes to list here but you can refer to my previous correspondence about this)
- Staggered start and end times must be in place

We have also accessed the latest research into the impact of the lockdown on children and have applied this to our planning. You can find more details at <https://www.evidenceforlearning.net/recoverycurriculum/>

Our research has led us to conclude the following:

- Children will need a phased return to school, as we would if we were not at work for 6 months
- Children will need to be helped to 'recover' and thrive by us following the steps of our 'recovery curriculum' (see the image at the top of this letter)

As our planning for a child-centred re-introduction to school has been incredibly in-depth and would take up far too much space in a letter, we have put together a video for you to describe what our 'recovery curriculum' looks like.

Please take some time to view the video here https://www.youtube.com/watch?v=dUeYv_vRDQ

It's now time for you to digest the initial information about the phased return to CJS in the autumn and you'll find further details of this on the following page. For your reference, **you will find the group number for your child in the version which comes out by email and in the post over the next few days**. After Thursday 10th September, children will be in their whole class 'bubbles'. We have considered many options for this and have shortened this time down considerably from our original plans in order to try to minimise the inconvenience for parents. Please understand that it would not be safe, or in the pupils' best interests, to admit everyone at the same time, for full days, from day one..

On page three, you will find the times for each group for the first 2 weeks of term (and then for the rest of term). We appreciate that some of you will require childcare for some parts of the day when the children are not at school so we will continue to provide this through the **wrap-around care at the Zone**. Once you have digested the implications for you, and if you subsequently feel you'll require childcare, please contact Sarah Woolley (The Zone Manager) on 07910 225 663.

The Zone will then continue as normal for before school and after school care from Monday 21st September 2020.

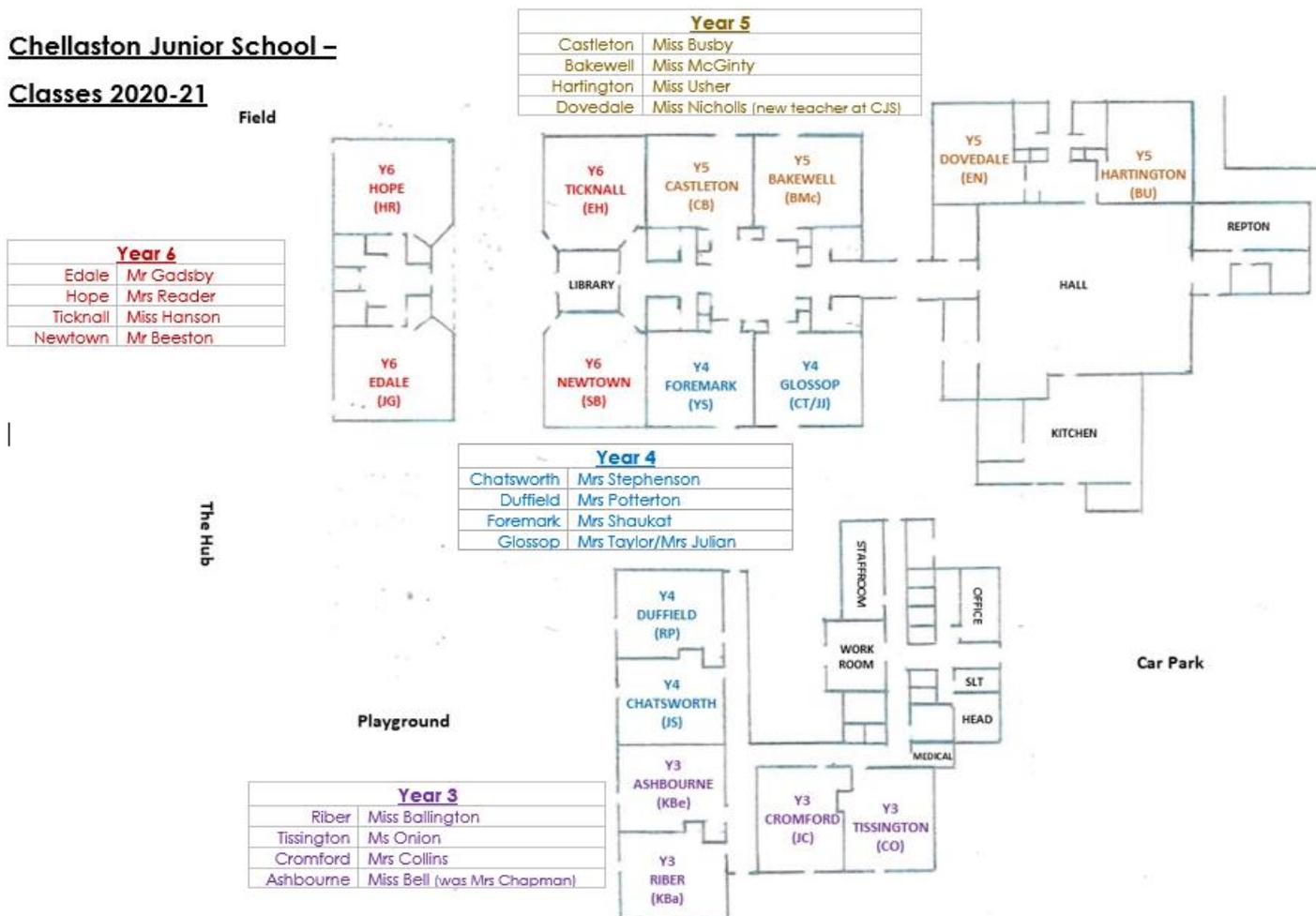
On the upcoming pages, you will find the following information to help you and your child(ren) to plan for the start of the Autumn term (I appreciate it's a long letter so you might like to focus on **page 3** as a priority):

1. Plan of the school showing the class teachers and year groups
2. Children's timings and groups for returning to school
3. The overarching principles of reopening schools fully
4. Preparing for the new classes
5. Engaging with test and trace
6. Lunchtimes
7. School Uniform
8. PE kits
9. Swimming Lessons
10. Items passing between home and school
11. Items to stay in school from the first day back
12. Snack
13. What happens if we're late to school
14. The curriculum
15. How will school policies be applied

1. Plan of the school showing the class teachers and year groups

Chellaston Junior School –

Classes 2020-21



2. Children's timings and groups for returning to school) **Week One**

Phased-Return 1 half classes*	Year 3	Year 3	Year 4	Year 4	Year 5	Year 5	Year 6	Year 6
	9.15am to 11.15am	12.45pm to 2.45pm	9.05am to 11.05am	12.55pm to 2.55pm	8.55am to 10.55am	1.05pm to 3.05pm	8.45am to 10.45am	1.15pm to 3.15pm
Monday 7 th Sept to Thursday 10 th September	Y3 Group 1	Y3 Group 2	Y4 Group 1	Y4 Group 2	Y5 Group 1	Y5 Group 2	Y6 Group 1	Y6 Group 2

*Siblings have been organised to be in the same numbered groups (i.e. either morning for group 1 or afternoon slots for group 2), We have done all we can to coincide this with Chellaston Infant school as well. Pupils entitled to Free School Meals will bring a packed lunch home with them.

Phased-Return 2 Almost full day NOTE LATER FINISH TIMES	9.15am to 2.00pm	9.05am to 2.10pm	8.55am to 2.20pm	8.45am to 2.30pm
Friday 11 th Sept	Whole class	Whole class	Whole class	Whole class

The start of school

- Children are starting in bubbles of 16 children
- All pupils will enter via the top playground gates
- Please arrive no earlier than 5 minutes before the allotted time
- We ask that parents do not come onto the school site when dropping off. Whilst waiting, please maintain social distancing,
- Teachers will meet children inside the gates and take the class in together

The end of school

- Please observe social distancing when waiting to collect your child
- The parents collecting children at allotted times will be able to come and wait on the playground in designated areas (which we will make very clear to parents when they arrive)
- Parents will enter through the normal top playground gate, collect their child and exit through either of the two side playground gates. This will all be made very clear to parents so do not worry about having to remember all of the detail.

Please try to park away from the school and walk a little way to bring your child to school and to collect them

Week Two

Phased-Return 3 Longer full days*	Year 3	Year 4	Year 5	Year 6
From Week 2	9.15am to 3.00pm	9.05am to 3.10pm	8.55am to 3.20pm	8.45am to 3.30pm
Monday 14 th September to Friday 18 th September	Whole class	Whole class	Whole class	Whole class

*We will still need to stagger start and end times due to government guidance

The start of school

- All pupils will enter via the top playground gates
- Please arrive no earlier than 5 minutes before the allotted time
- We ask that parents do not come onto the school site when dropping off. Whilst waiting, please maintain social distancing,
- Now familiar with their class location, children will come in through the gates and make their way straight to their classes

The end of school

- The arrangements for collecting at the end of the school day will not change from week 1

Week Three onwards (From Monday 21st September)

The new 'normal'	Year 3	Year 4	Year 5	Year 6
From Week 3	End time 3.00pm	End time 3.10pm	End time 3.20pm	End time 3.30pm
From Monday 21 st September 2020	Whole class	Whole class	Whole class	Whole class

The start of school

- The gates at the top of the playground will open at 8.35am
- **All children** can arrive from between 8.35am and 8.50am – this is a 'window' for arrival which should allow for a steady flow of pupils into school and to ease congestion
- All other morning arrangements remain the same as week two

The end of school

- The arrangements for collecting at the end of the school day will not change from weeks 1 and 2

3. The overarching principles of reopening schools fully (keeping adults and children safe)

The Government has now set out a system of controls.

This is the set of actions schools must take. They are grouped into 'prevention' and 'response to any infection' and are outlined in more detail in the sections below.

Prevention:

- 1) minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- 2) clean hands thoroughly more often than usual
- 3) ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- 4) introduce enhanced cleaning, including cleaning frequently touched surfaces often, using standard products such as detergents and bleach
- 5) minimise contact between individuals and maintain social distancing wherever possible
- 6) where necessary, wear appropriate personal protective equipment (PPE)
 - o Numbers 1 to 4 must be in place in all schools, all the time.
 - o **Numbers 1-6 are already in place at CJS and have been working well since we welcomed more children back to school on 1st June 2020.**
 - o Number 5 must be properly considered and schools must put in place measures that suit their particular circumstances.
 - o Number 6 applies in specific circumstances only (such as dealing with medical emergencies).

Response to any infection:

- 7) engage with the NHS Test and Trace process
 - 8) manage confirmed cases of coronavirus (COVID-19) amongst the school community
 - 9) contain any outbreak by following local health protection team advice
- Numbers 7 to 9 must be followed in every case where they are relevant.

4. Preparing for the new classes

Communicating

- o Within the next few weeks, we will have set up all of the new classes on Class Dojo. This will enable your class teacher to communicate with you in writing from the start of the autumn term.
- o Please ensure that we have your most up to date contact details
- o Please complete and return all of the consent forms which will accompany this letter in an envelope. This should reach you in the week beginning 13th July 2020.
- o Please complete the 'return to CJS questionnaire' if you have not already done so at https://docs.google.com/forms/d/e/1FAIpQLSctnXXgeuY9GCblkKyZhhfLBoxMgc-7Lh6jMRtBVIGF6NigLA/viewform?usp=sf_link If you are able to complete this as soon as possible, your child's new class teacher may be able to find time to contact you before the end of term. Please be aware that they are all teaching full time also.
- o In the meantime, please keep up the brilliant communication via class dojo.

Classrooms

- Over the summer break, the classrooms will be set up to ensure seating facing the front of the class and maintaining as much distance between pupils as is practical. I'm sure you'll all appreciate that this distance will, inevitably, be a lot less than 2m so we will be relying on the children to try their best to keep their hands and feet to themselves. This has worked extremely well for the 170 child who have been in school for the last few months.

5. Engaging with test and trace

"Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to:

- book a test if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit
- provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace
- self-isolate if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website, or ordered by telephone via NHS 119 for those without access to the internet. Essential workers, which includes anyone involved in education or childcare, have priority access to testing.

Schools should ask parents and staff to inform them immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- if someone tests positive, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection' and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

A positive test in school:

Based on the advice from the health protection team, schools must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. Close contact means:

- direct close contacts - face to face contact with an infected individual for any length of time, within 1 metre, including being coughed on, a face to face conversation, or unprotected physical contact (skin-to-skin)
- proximity contacts - extended close contact (within 1 to 2 metres for more than 15 minutes) with an infected individual

6. Lunchtimes

- School Meals and Packed Lunches will begin as normal from Friday 11th September
- School meals must be paid for on Parent Pay, **in advance**. Like a restaurant, we cannot provide a 'tab' system which provides meals which have not been paid for. Please contact the school office if this causes you any problems
- For the first 4 days of the term, children who are entitled to a free school meal will be provided with this to bring home at the end of the morning session
- For the first 4 days of the term, children will not be in school over the lunchtime period
- Class bubbles will need to be combined (within year groups) at CJS over the lunchtime period because we do not have enough time in the day to have 16 sittings for lunchtime (i.e. for the 16 individual classes).
- We will continue to try to help the children to ensure the social distancing over lunchtimes and at break times
- Each class will have an individual set of play equipment which will be cleaned at the end of the lunchtime period each day
- Hot dinners will be in the school hall
- Packed lunches will be in the Hub hall (Zone building)
- We will have a new dinner menu which will be updated on a half termly basis

7. School Uniform

Normal school uniform standards resume from September and children are expected to attend school in full school uniform. There is one exception to this. See the paragraph below about PE kits.

The current guidance states:

"Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal."

Basic items of clothing:	Colour:
Jumper or Cardigan with/without school logo	Bottle Green
Polo shirt with/without school logo	White
Plain shirt or blouse	White
Plain school trousers or shorts	Grey or black
Plain pinafore dress, or plain skirt	Grey or black
School-type summer dress	Green and white (Gingham)
Shoes	Only black sensible school shoes
Socks/tights	<ul style="list-style-type: none">• Plain socks in grey or black• Tights in grey, black, cream, white or dark green

8. PE kits

BREAKING NEWS We do not require children to bring PE kit into school from the beginning of the Autumn term. There should be no PE bags in school. Instead, **children should come to school on their PE days, dressed in their outdoor PE kit** so that changing for PE and storage of PE kit is not required.

The class teachers will inform you of your child's PE day(s) before the beginning of the autumn term. In order to maintain the excellent standards of presentation at CJS, please ensure that your child's PE kit is washed each week so that they still look very smart when coming to school on their PE days.



9. Swimming Lessons

Unfortunately, half of the Year 4 children could not complete their swimming lessons this school year. As such, we will be taking them swimming in Year 5 instead. It is currently unclear when we'll be able to restart the swimming lessons, due to the availability of the pool at Repton Pool. We will let you know, as soon as we know.

10. Items passing between home and school

"It is still recommended that pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, books, stationery. Bags are allowed."

Your child may need bring the following to and from school if necessary

- water bottle,
- suncream,
- sun/woolly hat,
- coat,
- lunch box (where appropriate),
- A breaktime snack (see paragraph 12),
- Home-school diary

As they should require very little else in school we do not expect children to need to bring a bag to school. Reading books, for the foreseeable future will be online on BUG CLUB. Your class teachers will give you details of this.

11. Items to stay in school from the first day back

- Children may bring a small to medium sized pencil case which will fit in their desk drawer.
- We will, however, provide a set of stationary equipment for everyone. These items will be named and not shared with other children.
- Pencil cases and associated learning equipment must stay in school. There is no need for it to be taken home.
- If your child requires regular medication in school (epipen, inhaler, other) please complete the consent form (which you will have received in the envelope with this letter) and ensure it is returned to school on the first day back, along with the medication with your child's name clearly written on.

12. Breaktime Snacks

The school understands that snacks can be an important part of the diet of young people and can contribute positively towards a balanced diet. We would strongly recommend that you send your child into school with a breaktime snack each day. The school discourages the consumption of snacks high in fat and sugar at break-time. Any snacks that are brought from home will be restricted to fruit or vegetables unless recommended by a doctor on medical grounds (e.g. dietary need, diabetes etc.)

Parents **must** remember that CJS is a **nut-free school** when considering the snacks their child brings to school.

13. What happens if we're late to school

If you miss the slot for your child to come into school, do not worry, please bring your child to the front office and we will ensure they get safely to their class.

Please remember that attendance at school becomes **compulsory** from the start of the autumn term.

14. The curriculum

The government have stated that: for pupils in key stages 1 and 2, school leaders are expected to prioritise identifying gaps and re-establish good progress in the essentials (phonics and reading, increasing vocabulary, writing and mathematics), identifying opportunities across the curriculum so they read widely, and developing their knowledge and vocabulary. The curriculum should remain broad, so that the majority of pupils are taught a full range of subjects over the year, including sciences, humanities, the arts, PE/sport, RE and RHE (Relationships and Health Education)

Please see our presentation about our Recovery Curriculum at

https://www.youtube.com/watch?v=dUeYv_vRDQ (the same link on the first page of this information).

15. Behaviour at CJS (keeping everyone safe)

The behaviour of pupils at school during lockdown has been excellent. During the last few months, we have updated our Behaviour Policy. It's a far more proactive policy which looks to support children who find it difficult to behave safely whilst respecting the rights of everyone to feel safe when coming to school and protecting children from harm from others.

We have also written our school rules which we will be helping the children to follow when they return to school. Please spend a short time sharing these with your children before they come back to school. Children who have already been in school during lockdown have already been following these; very well indeed!

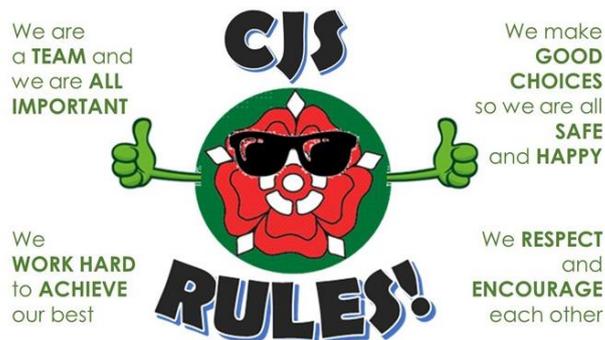
You can see our updated behaviour policy at <http://www.cjs.derby.sch.uk/page/policies-and-documents/23511>

Our Behaviour and Restraint Policy will be followed as usual and will be characterised by a positive, assertive and proactive approach.

Some things to share with your child before they return:

If children have a particular worry which they don't feel confident to speak to an adult about in the first instance, they are

encouraged to complete a **'Something to Say?' slip** and put it in the class 'Something to Say?' box. Children can indicate which member of staff they would like to talk to. In order to avoid the 'Something to Say' box creating negative perceptions, it can also be used for children to let us know something they are happy about. The box is checked on a regular basis in each class and notes are passed to relevant members of staff in the Pastoral Support Team.



- **R**espect everyone's rights, property and feelings
- **U**nkind words, feet and hands are kept to ourselves
- **L**isten carefully and follow instructions from adults at the first time of asking
- **E**veryone looks out for each other
- **S**afely walk when we're inside the building

Something to say? – helping our pupils to talk about their feelings

My Name	My Class	Today's Date

I'd like to tell you that I'm...

please tick:

- I am worried about something
- I am happy about something



Please tick below to tell us who you would like to talk to

Mrs Deane- Robson			
Mrs Dainith	Mrs K Chapman	Mr Smythe	
My class teacher		Mrs Price	
	Someone else... Write their name here		

Please tell us what you want to say in the box below

The school staff will write below when they have chatted to you (date, details, sign, hand to JDR)

If you have a concern about anything which has happened during the school day when you pick up your child, please try to find a suitable space and time to approach the class teacher at a distance on the playground and ask them for a few moments of their time to discuss the concerns.

We will be explicit about how children can seek support if they are unhappy at school

If someone is being unkind to you Start Telling Other People



If you are sad about how other children are treating you in school:



Tell your teacher or an adult in your class straight away



If the problem continues...

Tell your teacher again and they will make sure that

Miss Ballington, Mrs Stephenson, Mr Beeston or Mrs Price help.

Mr Smythe may need to help with more serious problems which are not yet solved

Your teachers will help you to resolve your problems. If you are worried about anything, you can also put a '**Something to Say?**' slip into the class box to speak to one of the **pastoral support team**.

Remember. **Bullying** is something that happens more than twice

Several Times On Purpose. We do not accept bullying at CJS.

If you are unkind to any children in school the teachers and school leaders will investigate thoroughly and, if they think there is bullying happening, parents will be contacted and the **unkind child** will have one or more of the following consequences:

- **Saying sorry**
- **Going onto report**
- **Missed playtimes**
- **Internal class exclusion** (the child behaving unkindly would be in another class for a number of days)
- **A lunchtime exclusion** (the child behaving unkindly would have to go home for lunchtimes for a period of time)
- **Exclusion from school** (the child behaving unkindly would not be allowed in school for a number of days)



It is an expectation at CJS that all adults and children are kind to each other at all times.

You'll also find other relevant **updated versions of the following policies** on this page of our website <http://www.cjs.derby.sch.uk/page/policies-and-documents/23511>:

- Anti-Bullying
- Charging and Remissions
- Homework Policy
- ICT and Acceptable Use Policy
- Medical Needs Policy
- Mobil Phones Policy
- Relationships and Health Education Policy (as this becomes a Statutory Subject from September 2020)
- School Food Policy
- Writing Policy