



Reopening of
Follifoot & Spofforth CE Primary Schools
March 2021
Information Guide

Contents

Headteacher Message	3
Introduction	4
Attendance	5
Class Structure and timings	6-7
The School Day	8
Teaching and Learning	9-10
Safety	11-14
Communication with Staff	15
School Transport	15
Extra-Curricular Clubs and Before/After School Care	16
Helping Children Prepare to return	17-19

Headteacher Message

I am delighted to be sharing our plans for all children returning to school on Monday 8th March 2021.

Our priority is ensuring that all children return to school safely and happily. We are also ensuring we can switch to remote learning should groups need to close. We are also ready to support any individuals who need to self-isolate.

Safety has also been a key consideration and we have and will continue to work closely with the Local Authority and other partners to ensure the safety and wellbeing of children, families and staff is prioritised.

The emotional wellbeing of our children is at the forefront of our thinking. We will 'meet our children where they' are in relation to how they are doing socially, emotionally and academically. We will assess and support them with what they need now and plan for what is needed next. We are deliberately avoiding the use of language such as 'fallen behind' 'catch up' and 'learning loss' as we feel for good emotional health it is essential children do not see themselves as being behind or having lost or failed in anyway as a result of the pandemic.

In addition to this information booklet there is an information guide 'Addressing the Impact of School Closures' which outlines plans in relation to supporting children social emotionally and academically.

Thank you for taking the time to read all correspondence carefully.

Yours sincerely

Mr Griffiths

Plans and assessments pay full regard to the [Operational Guidance](#) provided to all schools.

All children will return full time from **Monday 8th March 2021**.

In order to ensure that safety is forefront, and to meet the requirements outlined by the government we have planned carefully and thoroughly. Our plans are based on detailed risk assessments which have had the scrutiny of our school health and safety adviser as well as our governing board.

Our plans are based on all the national advice regarding social distancing, group sizes, keeping groups in isolation, hygiene requirements etc. The guidance tells schools and parents that by following the detailed guidance we can reduce risk. This can never mean 'risk free'.

We have summarised the main elements of these assessments and plans in this information booklet and the attached visual guides. The full risk assessment is a working document that will be reviewed and updated regularly.

In the spirit of openness, the most current copy can be made available on request. However, we ask that in the first instance parents take the time to familiarise themselves with the content of this booklet and attached guides so they are clear on the most relevant protocols for children and their families.

We understand that flexibility and judgement calls may need to be made on a day to day basis depending on individual circumstances, but these core arrangements will allow for the safest start to the new school year for all our children and their families.

We are really looking forward to welcoming all children back.

Attendance Expectations

From Monday 8th March 2021 children must attend if they are fit and well. As stated by the Department for Education (DfE)

'School attendance will be mandatory for all pupils from 8 March. The usual rules on school attendance apply,

- *parents' duty to secure their child's regular attendance at school (where the child is a registered pupil at school and they are of compulsory school age)'*

If children or any member of their household are showing any of the identified symptoms of COVID19 they must self-isolate in accordance with the guidance.

The recognised symptoms are;

- A high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- A new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- Loss of or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different.
- A rash in children.

If anyone in the school becomes unwell with the above symptoms they will be sent home and must follow the current isolation and testing guidance.

If children display any of these symptoms while at school they will be isolated and parents contacted. We would expect parents to collect children immediately. Please ensure all emergency contact details are up to date.

Children who are shielding or self-isolating

Where a child is unable to attend school because they are complying with clinical and/or public health advice, we will offer them access to remote education and in line with government expectations monitor engagement with this.

Where children do not attend school as parents are following clinical and/or public health advice, absence will not be penalised. All other absence will be followed up in the usual way.

Children and families who are anxious about return to school

We will of course bear in mind the potential concerns of children, parents and households who may be reluctant or anxious about returning and put the right support in place to address this. If this is the case parents should in the first instance make contact via the child's class teacher.

It is important that we are clear with parents from the outset that, children of compulsory school age must be in school unless a statutory reason applies (for example, the child has been granted a leave of absence, is unable to attend because of sickness, is absent for a necessary religious observance etc).

Class Structure and Timings

The government guidance stipulates that children can be taught in their year groups or in the case of small schools such as ours class groups with multiple year groups.

We will keep these groups as separate as possible for as much of the day as possible. It is important to note that the guidance recognises for educational and/or logistical reasons such as meal times, transport and wrap around care children from more than one group may come together to form a larger group.

Children will be taught in the typical class structure of our Federation.

Spofforth School

Cluster Group	Teacher(s)
Reception (On roll at Spofforth and on roll at Follifoot) & Nursery	Mrs Curtis and Mrs Lee
Year 1&2	Mrs Jackson & Miss Sampson (covering Mrs Simpsons maternity leave)
Year 3&4	Miss Ward
Year 5&6	Mrs Clarke

Follifoot School

Cluster Group	Teacher(s)
Year 1&2	Mrs Barnett
Year 3&4	Mrs Hope & Mrs Bearman
Year 5&6	Mrs Pickering and Mrs Pearce

The guidance asks school to consider the need for staggered start and finish times in order to keep groups apart as they arrive and leave. It also states that staggered start and finish times should not reduce the amount of overall teaching time.

In giving consideration to staggering, the following have been taken into account:

- The total number of children on site
- The ability to use one way systems, different entrances and exits in to the building including different waiting / lining up areas
- Natural staggering as a result of some children attending before and after school care
- Children from different classes accessing home school transport
- Families complying with the request for just one parent to pick up and drop off
- Some Year 6 children walking to and from school independently
- Staggering could result in adults and children congregating while waiting for siblings or cause disruption to learning with siblings needing to arrive and be collected at the same time
- The inconvenience caused to families by staggering

Having taken into account the above, it has been decided that the usual school day timings for all children will be used for everyone from September. These are

Spofforth

Start: 8.55am. Please arrive on site at 8.50am and proceed to designated lining up area.

Finish: 3.20pm.

Follifoot

Start 8.55am. Please arrive on site at 8.50am and proceed to designated lining up area

Finish 3.30pm

We ask for parents support by ensuring:

- Only one parent to accompany children
- Enter the site at collection time and wait within sight of the door from which your child will exit
- Arrive promptly at specified times proceeding immediately with their children to designated lining up areas (see visual guides)
- Use the one way systems and designated routes as identified on site
- Ensure they and their children maintain social distance especially from children from other class groups at the start and end of the day
- Depart the site immediately having collected their children
- They do not congregate on or around the school site

We have produced a visual guide for each class. This will be sent as an additional document (an example is below). Please familiarise yourselves with these and help your children to do the same.



Working together for the benefit of all children.

Please read and follow plans carefully in order to help implement the current expectations and keep everyone using our school safe. Thank you.

School: Follifoot CE Primary School

GROUP: Year 1 & 2

<p>Arrival/Departure Times</p> <p>Please arrive on site at: 8.55am</p> <p>Your child will be dismissed from school at: 3.30pm</p>	<p>Entry to site</p> <p>Via the front path please give space to anyone passing</p> 	<p>Exit from site</p> <p>Via the front path please give space to anyone passing</p> 	<p>Classroom entry and exit</p> <p>Door under shelter direct into classroom</p> 
<p>Cloakrooms to be used</p> <p>Usual Year 1 & 2 cloakroom</p> 	<p>Dedicated Inside room to be used</p> <p>Usual classroom spaces</p> 	<p>Dedicated Outdoor area to be used</p> <p>Main playground</p> 	

In the first few days of term staff will be available outside to guide as needed

Drop off and Pick Up Routines

Families are encouraged to walk to school wherever possible. If having to use a car please park respectfully keeping the pavements and access points to the school sites clear.

It is politely requested that all adults wear a face covering when on the school site including outside when picking up and dropping off children.

We ask that all children arrive on site promptly and go directly to their designated lining up area next to their entry door (see visual guides). Where available please remind your children to wash their hands using the outdoor sinks. As soon as you can see an appropriate adult is there please exit the site using the designated site exit point (see visual guides). Please do not congregate with other parents on or around the site.

We ask that only one parent accompanies children at pick up and drop off and where possible siblings not attending school do not come to the site.

Where safe and appropriate children in Year 5&6 can walk some or all of the way to and from school by themselves. Please email the school office to inform us if your child will be doing this.

Uniform

Children are expected return in full school in uniform. On PE days children should come in plain jogging bottoms or leggings and trainers plus their school T-shirt or PE T-shirt and jumper or PE hoodie. Other hoodies or tracksuit tops are not allowed. Teachers will advise parents which days these will be.

Playtimes

A mixture of dedicated outdoor spaces and staggered use of shared outdoor spaces will be used to minimise contact between groups during playtimes and lunchtimes outdoor play.

Lunchtimes

Children who are eligible for a universal infant free school meal or Key Stage Two free school meal will be able to access this from Monday 8th March. Parents wishing to purchase a paid meal will be able to do so from this date also.

For logistical reasons shared dining spaces will be needed. The following other controls will be in place

- Where possible staggered sittings will be used to minimise the number of groups combining in the same space
- Spaces well ventilated
- Cleaning between sittings
- Children only sitting on table with children from their class group
- Good hand and respiratory hygiene in all areas of school

Please send your child to school with a named water bottle every day.

We have produced an additional document 'Addressing the impact of School Closures' which should be read in conjunction with this document.

Necessary adjustments will be made to the curriculum in order to meet safety expectations for example, teaching PE outside wherever possible, adapting activities to support social distancing and avoiding singing and woodwind instruments in music.

Each subject leader will be updating the subject rational document outlining any necessary adjustments and the role of the subject in supporting children to reintegrate into full time education and address the impact of COVID19 school closures.

We will be working in line with the key principles outlined by the government below.

The key principles that underpin our advice on curriculum planning are:

- *Education is not optional: all pupils receive a high-quality education that promotes their development and prepares them for the opportunities, responsibilities and experiences of later life.*
- *The curriculum remains broad and ambitious: all pupils continue to be taught a wide range of subjects, maintaining their choices for further study and employment.*
- *Remote education, where needed, is high quality and aligns as closely as possible with in-school provision: schools and other settings continue to build their capability to educate pupils remotely, where this is needed.*

Informed by these principles, DfE asks that schools and other settings meet the following key expectations if considering revisions to their school curriculum for academic year 2020 to 2021:

Teach an ambitious and broad curriculum in all subjects but make use of existing flexibilities to create time to cover the most important missed content.

Aim to return to the school's normal curriculum in all subjects by summer term 2021.

Substantial modification to the curriculum may be needed at the start of the year, so teaching time should be prioritised to address significant gaps in pupils' knowledge with the aim of returning to the school's normal curriculum content by no later than summer term 2021.

Plan on the basis of the educational needs of pupils

Curriculum planning should be informed by an assessment of pupils' starting points and addressing the gaps in their knowledge and skills, in particular making effective use of regular formative assessment (for example, quizzes, observing pupils in class, talking to pupils to assess understanding, scrutiny of pupils' work) while avoiding the introduction of unnecessary tracking systems.

Develop remote education so that it is integrated into school curriculum planning

Remote education may need to be an essential component in the delivery of the school curriculum for some pupils, alongside classroom teaching, or in the case of a local lockdown. All schools are therefore expected to plan to ensure any pupils educated at home for some of the time are given the support they need to master the curriculum and so make good progress.

Specific points for early years foundation stage (EYFS) to key stage 3

For children in nursery settings, teachers should focus on the prime areas of learning, including: communication and language, personal, social and emotional development (PSED) and physical development. For pupils in Reception Year, teachers should also assess and address gaps in language, early reading and mathematics, particularly ensuring children's acquisition of phonic knowledge and extending their vocabulary. Settings should follow updates to the [EYFS disapplication guidance](#). For nursery settings and Reception, consider how all groups of children can be given equal opportunities for outdoor learning.

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.

Safety Arrangements

In order to follow the government guidance, classroom layouts will be altered in order to space the children out where possible. Children will share a desk and will sit side by side rather than face on. Layouts will facilitate all children facing in the same direction. Movement within the class will be kept to a minimum. Where possible children will sit at the same desk each day with the same child.

This is a little different in Reception, but equipment will be spaced out wherever possible and areas frequently cleaned down.

In order to best protect our children, we will be ensuring each child has their own named stationery pack on their desk.

Staff will have access to their own classroom cleaning boxes. This will allow for frequent cleaning down of surfaces, toys and resources.

Posters will also be displayed around school to encourage children to wash hands and 'catch it, bin it, kill it'. Named water bottles will be sent home at the end of each day so that they can be washed.

Children cannot bring in bags, toys, pencil cases, books resources etc from home. Please do not send your child to school with their book bag.

All adults in school will wear face coverings in communal areas and when moving around school. It is optional for adults to continue wearing face coverings when in the main room in which they work. Children are not required or encouraged to wear face coverings.

If a child becomes ill with suspected Coronavirus, the child will be isolated and the staff member caring for the child will be provided with PPE. After the child has been collected by parents, the PPE worn will be safely bagged and the area where the child was isolated will be deep cleaned.

Social Distancing within Groups

As identified in the guidance;

"We recognise that younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group."

As much as is reasonably possible:

- Children will remain in their group and will not mix with other groups
- Classroom layouts will promote social distancing
- Children will keep all their belongings in their own zones at all times; signage in and around school will ensure safe movement
- Touching of any kind is not encouraged but where it happens, both parties will hand-wash immediately
- Staff supervision at all times will encourage social distancing measures

Hand & Respiratory Hygiene

Children will be asked to wash their hands with soap and warm water on all the following occasions;

- On arrival at school
- After going to the toilet
- After playing outside including after PE or sport
- Before eating
- After sneezing or coughing

If necessary children may bring their own soap and or hand cream in named containers providing it does not contain any common allergens such as nuts. Hand sanitiser should only be used in the absence of handwashing. As children have full access to handwashing there is no need for children to bring hand sanitiser. The exception to this is children using transport (see transport section).

All rooms will have a supply of tissues. Children will be supported to catch their coughs and sneezes in a tissue, which will then be placed in a bin with a lid. All of our newly purchased lidded bins are pedal operated to reduce touching.

Testing of Staff

In line with the national programme of asymptomatic Covid-19 testing in primary schools, school staff will be able to test themselves twice a week. Along with the other protective measures we are taking, testing will allow us to reduce further the risk of transmitting the virus unknowingly where there are asymptomatic cases.

With testing comes the increase chance of positive cases resulting in bubble or whole school closures. Staff will be testing every Sunday and Thursday evening and reporting results by 8.00pm in order that we can inform parents by 9.00pm at the latest of any closures for the following day. We will alert parents to this as necessary via email and text. Please ensure you are able to keep up to date with communications coming at these times.

Cleaning/Ventilation

- Schools will be thoroughly cleaned over the summer.
- School will be cleaned thoroughly every day.
- Throughout the day, surfaces will be cleaned more regularly than normal.
- Windows will be kept opened to provide natural ventilation
- Where safe to do so doors will be propped open to limit use of door handles and further aid ventilation.

Our visual guide also has the key reminders

Reminders for All		
<small>Please read and follow plans carefully in order to help implement the current expectations. Thank you</small>		
<p>General Reminders</p> <p>One parent only to bring child.</p> <p>Parents and children to enter school site via ramped area at back of school and exit school site via foot steps only (purchases may exit via ramped area) and adhere to social distancing.</p> <p>Water bottles must be filled at home and taken home at end of EVERY day.</p> <p>No PE kits brought to school. Children to wear jogging bottoms or shorts, School PE or plain white t-shirt and School PE hoodie or school jumper on PE days. Teachers will inform classes of correct days for PE.</p>	<p>What to Bring</p> <p>Children should ONLY bring:</p> <ul style="list-style-type: none"> • Packed lunch in their usual container • A named water bottle • Reading book(s) • Coat if needed • Inhaler if needed <p>All items should be placed in a clear plastic bag (like a freezer bag) with their name written on.</p>	<p>What NOT to Bring</p> <p>Book Bags, Rucksacks Handbags, PE kit bags</p> 
<p>Hand Hygiene</p> <p>Everyone on site will be expected to wash their hands with soap and warm water:</p> <ul style="list-style-type: none"> • Before leaving home • On arrival • Before eating • After going to the toilet • After playing outside • After sneezing or coughing • After handling shared equipment • Before going home 	<p>Hand & Respiratory Hygiene</p> 	<p>Symptoms</p> <p>If there is a positive case in school the class bubble will close impacting on families.</p> <p>It is vital children do not attend school if they have:</p> <ul style="list-style-type: none"> • High temperature (37.5C) • A new persistent cough (coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)) • Loss of taste or smell <p>If a child has any of these symptoms their parents must ensure they and their household self-isolate and book a test for their child. They must isolate until the result of the test has been returned. Please continue to keep school informed by emailing salmer@saffordhills-arts.scsh.uk</p>

Physical Education (PE)

PE is an essential element of the primary national curriculum. We value it greatly and want to ensure children have at least their usual two PE lessons a week.

The following control measures will be applied.

- On PE days children should come in plain jogging bottoms or leggings and trainers plus their school T-shirt or PE T-shirt and jumper or PE hoodie. Other hoodies or tracksuit tops are not allowed. Teachers will advise parents which days these will be.
- Children will have PE lessons in their class groups
- Wherever possible PE lessons will take place outdoors
- If required to take place indoors group sizes will be reduced and natural ventilation used
- Equipment will be cleaned between groups
- Activities will be carefully selected or adapted to support social distancing

Collective Worship

Guidance does not permit whole school collective worship. We will use class worship and whole school worship via video call until restrictions allow us to worship together.

Reading Books

We will continue to change reading books. Please wipe the outside of books before returning and place them in a clear plastic bag. Books will be left for 72 hours before recirculating. These changes mean what is usually a relatively quick and efficient process will take longer than usual. This means we will change books less frequently but will send more copies than usual to compensate for this reduced frequency.

Inhalers

All inhalers were returned to families when schools closed to the majority of children. Please ensure if your child is returning they bring their inhaler with them. These will be kept in the cluster groups. Please place this in a named clear plastic bag.

Medicines

Where possible please give any medication outside of the school day. If it is essential for a child to receive medication during the school day please try to arrange for a parent to come to school during the day to do this. If this is not possible please contact the school office to arrange an appointment to hand over medicines and complete the appropriate form. Only prescribed medicine can be given during the school day.

Sun Safety

When the weather requires please apply a high factor (Spf 50) sunscreen to your child before the start of the day. Please also ensure they have a sunhat.

Other Information

All arrangements and organisation is subject to review and availability of staff this may restrict the provision we are able to offer including closing buildings and the school. This may be at short notice. Payments must be made using 'ParentMail'. Parents should not enter any school buildings and should contact the office via email. Parents are responsible for their own social distancing whilst on site

Responses to any Infection

Both schools understand the NHS Test and Trace process and how to contact their local [Public Health England health protection team](#).

Staff and parents are informed 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 & 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.

Parents and staff are requested to inform school immediately of the results of a test. In the event of a positive test the school will liaise closely with the relevant organisations to take the appropriate steps.

Communication with Staff

As each day is different and we become more flexible within our roles, the office staff may not be at their post every day.

Staff will be visible at the start and end of the day welcoming the children, instigating handwashing and safe entry to school and handover to parents at the end of the day. These are busy times where it is only right the children's needs are prioritised. Please do not be offended that it is not possible to have discussions with parents at these times.

Therefore, please email the respective school office via: admin@spofforth.n-yorks.sch.uk or office@ffspschools.co.uk with any day to day messages including absences, lunch requests etc as these can be picked up remotely and keeps the phone line free for emergency calls.

If you are wishing to speak to your child's class teacher, please appreciate that they are teaching full days. It may be that your email is not responded to immediately and if this is the case, please do bear with us. All teachers will get back to you as soon as they are able to.

Any immediate concerns should be sent to the admin email address so that it can be responded to as soon as possible.

School Transport

Transport

Children on dedicated school services do not mix with the general public. This means that the advice for passengers on public transport will not apply on dedicated transport.

The approach to dedicated transport has the following principles:

- Essential statutory journeys only
- Children sit with siblings or other children from their class group only
- Children use of hand sanitiser upon boarding and/or disembarking
- Additional cleaning of vehicles
- Organised queuing and boarding where possible
- Distancing within vehicles wherever possible
- Ventilation of vehicle wherever possible
- The use of face coverings for children over the age of 11, where appropriate, for example, if they are likely to come into very close contact with people outside of their group or who they do not normally meet

We recognise before and after school play an essential role in allowing parents to return to work. This is slightly different at each school outlined below.

Follifoot School

At Follifoot breakfast club will operate from Monday 8th March 2021 opening daily at 8.00am. To ensure we comply with social distancing places are limited and must be pre booked. For Follifoot bookings please email office@ffspschools.co.uk

For after school care please see the information in the Spofforth Section below.

Spofforth School

At Spofforth before and after school provision is run by Spofforth Childcare who hope to be open from Monday 8th March. We are pleased to share the following message from Spofforth Childcare with families.

SPOFFORTH CHILDCARE – BREAKFAST & AFTER SCHOOL CLUB

An email has already been sent by Spofforth Childcare to all parents regarding bookings for After School and Breakfast Club. If you need a place for your child it is essential that you book a place (even if your child attended before lockdown). No child can be accepted without prior booking. Please contact: spofforthchildcar@gmail.com

It is recognised that to facilitate this provision children from different class groups will be mixing at these times. Children from different groups will be kept as separate as is possible at these times.

As we phase our way back with all children attending full time education there will be no extra-curricular clubs in the remainder of the Spring term. We will keep this under review and hope to start these in the summer term.

There is information on our website designed to help children and families prepare.

1. Our [Full Re-Opening](#) Page

WELCOME	VISION, MISSION AND PRINCIPLES	ADMISSIONS	INFORMATION ▾	PARENTS ▾	CURRICULUM ▾	NEWS	CONTACT
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FULL RE-OPENING SEPTEMBER 2020

A dedicated page focusing on procedures for the return of all children in September 2020 and the support for children to address the impact of COVID19 school closure.



2. Our [Social Emotional and Mental Health](#) pages -

WELCOME	VISION, MISSION AND PRINCIPLES	ADMISSIONS	INFORMATION ▾	PARENTS ▾	CURRICULUM ▾	NEWS	CONTACT
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SOCIAL, EMOTIONAL & MENTAL HEALTH



Social, Emotional &
Mental Health

Preparing Your Child For the First Day Back in School

As schools begin to open to more children, parents and children may well be feeling anxious. Here's some ideas of how best to prepare.

Be Calm.

Your child will take their lead from you and be reassured if you are steady and matter of fact.



Be Curious.

These are strange times and their imagination may run away with them. Listen, and try not to dismiss or minimise their fears but validate how they are feeling – “it’s completely fine to feel like that at the moment” or ‘I can really understand why you would feel like that”



Be Positive.

Remind them of all the ways they have learnt to keep themselves safe: washing their hands regularly, sneezing and coughing into their elbow, not hugging others and staying in their own space.



Be Thankful.

Help your child think of things they are looking forward to: being with their friends, seeing their teacher, favourite activities but be mindful some of these may not be available for them



Be Supportive

Younger children particularly may struggle with separation anxiety and may become tearful, clingy or act out. Reassure them that you will miss them too and think of them through out the day. It might be helpful to draw a little heart on their wrist and one on yours too. You can call it the hug button and when they find they are missing you they can press the heart and know that you will be doing the same at home. Sometimes having a little object to remind them of you through the day helps but please check this out with your school first.



Be Prepared.

Support your child to be aware of changes that may have happened to their classroom environment since they were there last and rehearse any new routines that school may have shared. Rehearse and practice your ‘goodbye’ routine and create a ‘hello’ greeting for the end of the day for them to look forward to.



Families may find the following checklists provided by the World Health Organisation useful. It is likely children will need some support to access the children's version as it has been written for children and older students.

CHECKLIST FOR PARENTS/CAREGIVERS & COMMUNITY MEMBERS

- 1. Monitor your child's health and keep them home from school if they are ill
- 2. Teach and model good hygiene practices for your children
 - Wash your hands with soap and safe water frequently. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water, if hands are visibly dirty
 - Ensure that safe drinking water is available and toilets or latrines are clean and available at home
 - Ensure waste is safely collected, stored and disposed of
 - Cough and sneeze into a tissue or your elbow and avoid touching your face, eyes, mouth, nose
- 3. Encourage your children to ask questions and express their feelings with you and their teachers. Remember that your child may have different reactions to stress; be patient and understanding.
- 4. Prevent stigma by using facts and reminding students to be considerate of one another
- 5. Coordinate with the school to receive information and ask how you can support school safety efforts (through parent-teacher committees, etc.)

CHECKLIST FOR STUDENTS AND CHILDREN

- 1. In a situation like this it is normal to feel sad, worried, confused, scared or angry. Know that you are not alone and talk to someone you trust, like your parent or teacher so that you can help keep yourself and your school safe and healthy.
 - Ask questions, educate yourself and get information from reliable sources
- 2. Protect yourself and others
 - Wash your hands frequently, always with soap and water for at least 20 seconds
 - Remember to not touch your face
 - Do not share cups, eating utensils, food or drinks with others
- 3. Be a leader in keeping yourself, your school, family and community healthy.
 - Share what you learn about preventing disease with your family and friends, especially with younger children
 - Model good practices such as sneezing or coughing into your elbow and washing your hands, especially for younger family members
- 4. Don't stigmatize your peers or tease anyone about being sick; remember that the virus doesn't follow geographical boundaries, ethnicities, age or ability or gender.
- 5. Tell your parents, another family member, or a caregiver if you feel sick, and ask to stay home.