



# Cedar's Family Guide

Autumn Term 2021

## **School Guidance**

After so many changes in DE Guidance it is quite understandable that there is some confusion in terms of start and finishing times at school.

### **Arrival on site**

We no longer have a staggered arrival times arranged by the first letter of the child's surname. Pupils can be dropped off between **8:45-8:55am** and staff will "meet and greet" their pupils as they arrive into school. **Formal teaching starts at 8:55am prompt.**

Parent/Carers must bring P1 and P2 children in their care to the designated point for that child's class, where they will have their temperature checked. We are strongly encouraging all adults **to wear a face covering** and to stay 2 metres away from other adults or other children.

Children in P3-P7 do not need to be accompanied by an adult to the Temperature Checking Point. Children will not be supervised before 8:45am and it is the parent/carer's responsibility for their child's safety on site prior to 8:45am

- If the child's temperature is above 37.8° the child can sit on a chair and wait for 5-10 minutes and will then be re-tested. If the temperature is still high, parents/ carers will be asked to take their child home.
- All gates will be locked except side gates into the yard.
- Pupils will go straight to their classroom and given a designated seat.
- The playground will be closed.
- On arrival pupils will be required to wash their hands.
- Pupils will need a waterproof coat and a pair of wellington boots.
- Please bring a snack and a drink in a labelled bottle. Ensure that the lunch bags are wipe able or disposable.
- Hot school dinners can be booked and paid for online.
- Staff have arranged their own classroom to maximise social distancing and allow a safe distance between the pupils and staff.
- Playground bubbles: P1 & P2, P3 & P4, P5 & P6 and P7.

## **Handwashing**

### **Toilets**

- Children only use the toilet allocated to their class.
- There will be no public access to toilets in the school reception area in order to prevent infection.

### **Break**

- Pupils to bring a snack and labelled water bottle.
- Playground bubbles: P1 & P2, P3 & P4, P5 & P6 and P7.
- If a child needs First-Aid one of the staff trained in First-Aid will be wearing PPE for immediate response to an injury.

### **Visors/ Face Coverings**

All staff have the option of wearing face coverings to give them some level of protection from possible infection via the children or adults on the school site. Please keep two metres distance from school staff. If you need to speak to a staff member in confidence, please ask them to phone you at their convenience or leave a message in the front office.

### **Lunch**

- Pupils with packed lunches will be eaten in their classroom.
- Hot school meals will be eaten in the school hall and are available to book and pay online. A menu is available on the school website. The cost of a school dinner is £2.60. We strongly encourage parents to use the "Schoolmoney" system for payment of school dinners, as we do not want to handle cash. Please contact Karen in the school office on 028 44 830009 if you need help using the system (for example password re-set).
- Playground bubbles: P1 & P2, P3 & P4, P5 & P6 and P7.

### **Pick Up Times- we are returning to the more usual pick-up times.**

- Primary 1 and 2 pupils @ 1:55pm
- Primary 3 pupils  
Monday @ 2:50pm  
Tuesday-Thursday @ 2:00pm
- Primary 4-7 pupils  
Monday-Thursday @ 3:00pm

### **Friday Afternoon Finishing Time for the Whole School**

In order to support parents/carers with their organisation of school pick-up(s), the following finishing time on a Friday will be fully implemented

**A-H 47 families @1:45pm**

**J-M 46 families @1:55pm**

**N-W 47 families @2:05pm**

**Our Eco-Warriors will be encouraging families to use "greener" pick-ups.**

### **Parents/Carers**

Traffic has always been an issue on the school site:

- There are spaces available in the Visitor's Car Park and in the bay running alongside Nursery.
- Picks ups should be close to the allocated times.

- **If a space is not available at your drop off or pick up point, please drive on and park further up the site. Some families are causing a tail back as they endeavour to park in one particular area.**
- No cars should park on the double yellow lines in front of the school or at the roundabouts.
- **Please collect children and promptly leave the site.**
- Please ensure that pupils are not mixing in other classes or school bubbles, and that pupils are **fully supervised**.
- DE Guidance is very clear that adults on school sites have to adhere to **Social Distancing** at all times. We would strongly encourage the wearing of a face covering.

### **The School Building**

One adult or family group is permitted in the school porch at any one time. Please use the hand sanitiser positioned at the school door before entering and we would strongly encourage the wearing of a face covering. Therefore, toilet facilities will only be for exceptional emergencies.

### **Self-Isolation and Testing**

**If you or your child have any symptoms of Covid-19 keep them off school.** If Staff have any concerns about a child's health, we will be in immediate contact. Please contact your GP or Phone 111 to request medical advice about symptoms and if you or your child requires a test.

If your child starts to develop any symptoms, please get your child tested or self-isolate. Please keep children off school until you receive the results of the PCR test. Once you have received the results, please contact the school and email the results to [hcrichton679@c2kni.net](mailto:hcrichton679@c2kni.net)

In the event of a **positive test result**, please email school detailing guidance given by the Track and Trace Team and when the child can return to school.

Current guidance from Public Health Agency (PHA) is that if a member of your household tests positive and other members of the household test negative, they do not need to self-isolate and school age pupils can return to school as normal.

However, from our recent experience at Cedar Integrated Primary School, we believe that current PHA guidance is insufficient. A number of Cedar families have had a positive case and then a few days later another member of the household has started to display symptoms. The Board of Governors would strongly recommend that families keep the siblings who have tested negative off school for a few days, in case the child goes on to develop symptoms. This would give us a possible circuit breaker and prevent

transmission in your child's class. The child will be recorded as self-isolating and staff will provide all the necessary school work for them to complete at home.

When a cluster of positive COVID case becomes apparent, the Public Health Agency will advise the school on the appropriate action. Their decision will be communicated to families via our school text and email systems. I would ask that you are mindful of your comments on Social Media. No one would knowingly send their child into school with symptoms and it could happen to any of our 140 families.

### **Self-Isolating Children**

Teachers will work with parents, whose children are self-isolating, to provide them with an appropriate level of school work. There may be a short time delay to work being sent home. Work may not be sent home in advance of the child's class completing the work.

### **Contingency Plan**

Staff are already planning for delivery of remote learning in the event of a local or wider schools closure or that a class or group of pupils need to Self-Isolate. P3-7 pupils will be online and we ask that you become familiar with the systems and can upload copies of finished work. There will be hiccups and it is important that we eliminate these in case a School Closure is forced upon us unexpectedly.

**I would also ask families to make provision for the likelihood that Cedar will have a full or partial school closure at very short notice.**

**A few children have been suffering from a tummy bug and diarrhoea. In order that it is not spread, pupils should remain off school for 48 hours after the last bout.**

### **Worries, Concerns and Support**

We're all here to support each other. If you have any concerns, please let us know. As we try new Covid-19 procedures it will become apparent what is working well and where we need to make adjustments.

We'll get through this as a team working together.

Thank you for your support to date.

**Cedar Staff Team**