



Building  
together  
for our future.



# Braidside Integrated Primary and Nursery School

## Restart Plan: 2020/21

### School Vision Statement

We aim to work together to support each child in reaching their personal and academic potential within a culture of mutual respect

Ms J McAuley  
August 2020

### Objective:

In compiling the Braidside IPNS Restart Plan the key objective is to allow for a smooth transition back to school, while ensuring that the health and well-being of the pupils and staff remains paramount. This document follows the publication of “NI Re-opening Schools Guidance, New School Day” (19 June 2020) and subsequent updated document (13 August 2020) by the Department of Education (DE) and as a result of consultation with the BIPS Restart Committee.

It is clear that the advent of COVID-19 has had a profound impact on society in general and will significantly alter the daily operations in school moving forward. School will not look like normal for some time. The measures contained within this document are designed for all stakeholders within the school; pupils, staff and parents. These practical measures have been designed to enable face-to-face teaching time for all pupils within a safe environment; mindful of the scientific guidance, DE guidance and Public Health advice. We, the Board of Governors, Principal and staff of Braidside IPS, very much want to see the children back to school, working and learning in a supportive and caring environment. While we recognise there may be worries and apprehension around a return to school, we hope these measures will provide some reassurance to parents and families.

During the initial period of time when children are returning to school, our focus will be primarily on the health and safety of the children. It will be necessary to acknowledge what has happened since March 2020, with the advent of the lockdown and closure of schools. We will want to acknowledge what has happened and allow the children opportunities to talk, to listen to others and to share their experiences. Furthermore, our school counselling service will be available in the new school year and can be utilised for individual pupil sessions. A circular (2020/06; Curriculum Planning), issued by the Department of Education (DE) also noted that, in the new school year, schools can use their knowledge and skills to adapt their curricular plans to suit the context of their schools and best meet the needs of the children. “The DE would emphasise however, the key importance after many months away from the school environment of ensuring children have good emotional health and wellbeing, are engaged and motivated to learn and have the tools and skills they require for learning.” (DE, Circular 2020/06)

### Dates of Phased Return:



*School will re-open for P7 pupils on Monday 24<sup>th</sup> August @9am (arrival from 8:55am during this week for P7 only). There will be no supervision before school. All P7 pupils should bring a packed lunch to school during this first week. Short Induction sessions (1hr) will take place during week beginning 24<sup>th</sup> August for P2-P6 pupils, to facilitate familiarisation with the new school building and to meet their teacher (please see timetable below for these).*

*P2-P6 pupils will return to school on Tuesday 1<sup>st</sup> September, 2020.*

*P1 and Nursery pupils will be provided with starting dates as would usually occur when starting school for the first time. These will be shared with parents shortly.*

### Induction Sessions

	9.30am- 10:30am	11am- 12pm
Tuesday 25 <sup>th</sup> August	P2B	P2F
Wednesday 26 <sup>th</sup> August	P3H	P4H
Thursday 27 <sup>th</sup> August	P4O	P5M
Friday 28 <sup>th</sup> August	P5/6F	P6O

The publication of new guidance from DE (13/8/20), indicates that while social distancing between adults will remain in place at 2m, the “stringent application of social distancing requirements between pupils will be relaxed from 17<sup>th</sup> August”. Social distancing between adults and children will remain at 2m; as far as it is practicable. We will therefore implement protective bubbles as the key mitigating action where possible and this will enable all children at Braidside Integrated Primary and Nursery School to return to face-to-face teaching in August/ September 2020.



### New School Day

#### a. Arrival

In order to avoid congestion and large gatherings of children and parents near the school gates, we will be initiating staggered start times to the school day. It will not be possible to provide supervision for pupils before the start of the school day at this time, as this would

lead to pupils from different protective bubbles mixing in the playground. Start times have been arranged alphabetically to allow families, across number of classes, to arrive together. Therefore, the following start times are proposed:

8:50am: A- F

9:00am: G-J

9:10am: K-McL

9:20am: McN-R

9:30am: S-W

**We would respectfully request that parents do not enter the school building and where possible, that pupils come onto the school grounds independently.** A pathway is available for access to Nursery directly. P1-P3 children will enter school via the large gate between the Nursery building and Key Stage 1 section. All Key Stage 2 children should enter via the main entrance. At each of these entrances sanitising stations will be provided. However, all children and staff should wash their hands on entry to school.

For those who drive in, there are a number of drop-off points around the turning circle. Parents may pull in to a *drop-off space* to enable *the child only to exit the car* and walk directly into school. For P1 and Nursery parents, who will wish to accompany their child to their entrance, we ask that they park outside the school grounds, in the lay-by and walk in together. While our new school has more parking spaces, many of these will be utilised by staff. For the first week, there may be some additional volunteers present on the grounds to assist with arrivals and afternoon pick-ups, as well as directing children to the correct entrance. Parents should also note that car-sharing with other households should be avoided to and from school.

Pupils and families are asked, if possible, **to use active travel**, such as walking, cycling or scooting to school where it is safe to do so. This carries the lowest risk of transmission of Covid-19 and supports our Active Travel Programme which has been promoted and implemented at the school over the last few years. Information for those who travel on school buses can be found later in the plan.

b. Home-time

In a similar way to the morning, the following protocols will be in place. ***Parents are asked not to enter the school building and to avoid parking in school grounds to avoid congestion.*** Nursery day ends at 11:30am and parents should wait outside, **adhering to appropriate social distancing and avoiding congregating.** Children will be released to their parent/ carer by the class teacher.

P1-P3 children will exit via their classroom cloakrooms or the KS1 gateway. Children will be released in small groups to their parents/carers. For the first few weeks of September, as always, P1 will finish @ 12pm, but will stay until 2pm from Monday 28<sup>th</sup> September 2020. P4-P7 children will be released alphabetically as at the start of the day as follows:

2:40pm: A-F

2:45pm: G-J

2:50pm: K-McL

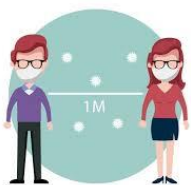
2:55pm: McN-R

3pm: S-W

In general children from P4-7 will be able to walk independently from school to meet whoever is collecting them at an agreed point, or to walk home as arranged with their parent. Again parents should avoid congregating and adhere to social distancing at all times.

Unfortunately, the school will be unable to provide supervision between 2-3pm as we work to maintain the class protective bubbles.

### Social Distancing in School



While in school, children will remain in their class protective bubbles; ensuring consistent group membership to adequately manage the risk of transmission. It is recognised by the DE that “passing in the corridors and short periods of contact does not present a significant risk to staff or pupils”. Classrooms have been reconfigured in rows to allow for face-to-face teaching. Once established, these class protective bubbles will cover all aspects of the school day, including play times and mealtimes. Specific periods of playtime outside have been timetabled to allow protective bubbles to be maintained. In this way we will also be able to ensure that accurate records of group movement can be kept. At this time all adults are required to adhere to 2m social distancing with other adults and children alike.

### Hygiene



As noted in the guidance, “regular and thorough handwashing and attendance to hygiene is recommended”. To this end, a regular hygiene routine will be established in school.

Pupils will be directed to wash their hands on arrival, before eating their snack, prior to lunchtime, on return from any outdoor play/PE activity and after using

the toilet as usual. Our new toilet facilities will be supplied with warm water, soap and hand-drying facilities. Where necessary, younger children will be supervised when washing their hands.

In June 2020 letters were sent home to parents, which encouraged pupils to bring a small bottle of hand sanitiser to school for personal use. It should be noted this is just a support measure and does not replace regular handwashing.

Additionally, we will be emphasising the need for the children to practice good respiratory hygiene. Pupils should ensure they bring a supply of tissues to school and follow the “catch it, bin it, kill it” approach to manage sneezes and coughs in school. We will have signage in place to remind pupils of this. We will encourage children to avoid touching their eyes, face, nose and mouth and will show them how to cough into their elbow if they don’t have a tissue. Pupils will also be encouraged to dispose of used tissues correctly. **Your assistance in sharing and discussing these hygiene messages at home will greatly assist in preparing the children for a return to school.** In order to ensure hygiene standards are met; it is vital that these messages are shared and revisited.

### Classrooms

In June 2020, we provided correspondence to parents of items of stationery all pupils will require for the new school year. We are grateful for your cooperation in this matter, this will hopefully prevent the sharing of resources between pupils. This supply may need replenished from time to time during the year. Each pupil will have their own supply of stationery while exercise books will be provided by school. These will not be used by other pupils. *We would ask that pupils do not bring any other items to school. This includes school bags, pencil-cases and toys.* Within the classroom small toys or those difficult to clean will not be in use. Where children are bringing snacks/ drinks or a packed lunch to school, it is recommended that this is in a large plastic/ Tupperware lunchbox that can be easily washed with warm water and detergent on a daily basis. We will ensure that in classrooms any unnecessary furniture will be removed from the rooms and will avoid clutter of resources and materials. Within the new school a fresh air ventilation system is in use; which does not involve the recirculation of air.

## Cleaning



Classrooms will have the regular cleaning frequency (daily, after school hours) and clear standards implemented. However, frequently touched surfaces will be cleaned through the day with appropriate products. Surfaces such as desks, door handles, etc. will be cleaned at intervals through the day. Staff and pupils will assist with the cleaning routines by ensuring that desks and the classroom environment are kept free of clutter. We are in the very fortunate position that we are moving into a new building; which will be thoroughly cleaned and sanitised following the handover in July. In the circumstances where a deep clean is required, this will be performed in line with PHA advice and EA guidance.

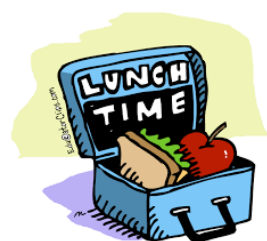
## Movement around the School



For the most part, classes will remain in their specified classrooms. For KS2 classes who have cover lessons with a KS1 teacher, the teacher will come to the classroom for the lesson. For break-times and lunchtime classes will have a designated play area, adjacent to the classroom where they will be able to play.

Within the school and corridor, a one-way system will be in operation (walking on the left at all times). We aim to have appropriate signage in place indicating the direction of travel. Children and staff will also see signage throughout the school in relation to handwashing, hygiene, social distancing and reminders of symptoms. It is hope that these measures will further educate the children about the importance of good hygiene practices.

## Lunchtime



In order to maintain protective bubbles, all classes will have their packed lunch in the classroom. For those in receipt of Free School Meals a packed lunch will be provided (from 1<sup>st</sup> September). We do not anticipate having hot meals in the initial period, but will review this within the first few weeks of school. At present it is necessary for us to adjust to the new school and to establish and develop appropriate routines for the provision of school meals; which enables protection of the class bubbles. Free school meal lunches will be distributed to the classrooms and classes will be supervised by a dinner lady. Children will have time for outdoor play, weather permitting. It would be helpful if all wrap and

packaging in the lunchbox was disposable. Packed lunches will be stored either in the cloakrooms (bench) or on a bench in the classroom. Please ensure that all lunchboxes are labelled with the pupil's name and class.

### **Blended Learning/ Homework**



At this time, we are planning for a full school return in late August/ start of September. If this is achieved, it will not be necessary to provide remote online learning. In the event where smaller classes were taking place, a blended approach to teaching would have been necessary.

However, it is likely that given the limitations on materials being brought in/ sent home from school, that we may utilise an online platform to facilitate homework routines.

Following reflection on the online protocols which were employed during lockdown, we have chosen to use Microsoft Teams moving forward. We would anticipate that, as our main focus will be re-establishing routines and ensuring the health and well-being of our pupils in September, it is unlikely that homework will be provided in this initial period of time. This will allow us to set up the systems for Microsoft Teams and to familiarise the children with using this platform. Should guidance change or a local lockdown occur, then the school would revert to online learning. We would ask that parents ensure pupils engage with the provision of online learning.

In the event that children are absent from school due to shielding or where they, or a member of the household, are exhibiting symptoms and are required to self-isolate, then these children will be supported via remote learning.

If any parent has concerns about aspects of online learning, specifically IT provision, we would encourage you to make contact with the school.

### **Policy Revisions**

A small number of policies within school will be reviewed to ensure that they cover COVID-19 related incidents. Specifically, the school's Positive Behaviour Policy will make provision for the school to be able "to sanction pupils, who wilfully, refuse to adhere to the arrangements put in place in relation to social distancing and where a pupil would deliberately cough or spit at other pupils or staff, putting them at risk". Where revisions are made to a school policy, parents will receive guidance to this end and the updated policy will be placed on the school website for parents to download.

We have also undertaken the appropriate risk assessments, in line with guidance from the Education Authority and these will be reviewed at regular intervals.



### Outdoor Play equipment



We are in the fortunate position that the new school has provision for outdoor equipment, including a Nursery/ P1 play area, a teaching courtyard for KS1 and play equipment for KS2. At the current time we are awaiting the installation of play equipment. It is generally accepted that the outdoor environment can provide a rich learning experience for pupils and, by being outside transmission of the virus can be reduced. Given that the equipment has multiple touch points, it is proposed that to enable pupils to use equipment we will implement a timetable across the week. Appropriate hygiene (washing hands before and after use) and cleaning measures will be taken between groups using the equipment.

### Morning Reading Club

With the introduction of class protective bubbles, it will not be possible to run the morning reading club as we have done for many years. It is fervently hoped that as things progress, we will be able to review this in due course. Our morning reading club has been a very successful initiative over many years, assisting with literacy support and encouraging school attendance. We may look to re-introduce the club by timetabling specific class support on particular mornings. We will continue to update you as things develop.

### Pupil Attendance

## SCHOOL Attendance

Current DE and PHA guidance provides advice on school attendance for those children who may have health conditions, or live with those who have health conditions. Current guidance on these categories is published on NI Direct and by the PHA. If a child is medically advised not to attend school from the start of the new term, parents should speak with the Principal. **It should be emphasised that children who exhibit any symptoms of COVID-19 should not attend school.** The Department of Health has implemented a contact tracing programme called Test, Trace and Protect which we are all expected to follow the requirements of. Should a pupil become unwell while at school, exhibiting symptoms (continuous cough, high temperature, a change in sense of taste or smell) a clear procedure has been outlined for all schools to follow; which will include isolating the child to a safe place and contacting the parent immediately to collect from school. It is therefore essential that each parent ensures that the contact details provided for your child are correct and up-to-date. Parents should come to the main entrance to collect their child.

In the event where it was necessary to close the whole school; due to a local cluster or following DE, EA or PHA guidance; we will contact parents via the school app or by text message. In this instance it would not be possible to make telephone calls to large numbers of families.

Similarly, if your child develops symptoms while at home and is therefore absent from school, parents should make the school aware of this via telephone. This will allow the school to take appropriate measures and follow the correct protocols.

### **PPE/ Face Coverings**



DE guidance notes that the “PHA has published guidance to support safe working in educational settings in NI.” Specifically, we are directed that PPE should not be worn by children and is needed only in a very small number of cases. These are:

- Working with children, young people and pupils whose care routinely **already** involves the use of PPE, due to their intimate care needs, and
- Giving children medication.

The updated guidance highlights the following in relation to face masks/ coverings:

It is strongly recommended that all pupils, regardless of age, wear a face covering on buses and taxis for the journey to school; where it is appropriate and they can use them as directed.

Face coverings must be worn in the staff room and during adult-adult meetings lasting more than 15 minutes.

**All adults visiting the school site must wear a face covering.**

Staff and pupils may wish to use face coverings during the school day and this is acceptable.



### **School Uniform**

From DE Guidance (June 2020):

“While Coronavirus can land on fabrics and remain for some time, schools are not a high risk environment and while all children should be encouraged to wear clean uniform or fresh

clothes each day, this is not essential.”

In following this guidance, we would request that pupils wear clean uniform as far as possible; or fresh clothes while their uniform is laundered.

## Money



school.

When payments are to be made for school related activities; we would ask that cash is placed in a small plastic money bag, envelope or cling film that has been properly labelled with the child's name and class on the exterior.

For the safety and protection of all, please do not send loose change into

## Nursery/ Foundation Stage



“In preparing for the re-opening of schools, the Department appreciates that both the play-based nature of the Foundation Stage Curriculum and the young age of the pupils presents unique challenges and makes strict adherence to social distancing requirements difficult.” (DE, 2020)

Children at this stage learn best through well-planned play which is interactive, practical and enjoyable. A large part of the foundation stage (i.e. Nursery, Primary 1 and 2) curriculum, engages children in play which is investigative, collaborative and develops knowledge and understanding. Young children would find it very difficult to maintain social distancing in participating in collaborative play. Therefore, at Braidside Nursery and in the foundation stage (Primary 1 and 2) we will again employ a class protective bubble strategy which will have consistent membership of the individual class. Furthermore, we will continue to promote regular handwashing during the school day, placing attention on hygiene practices and messages.

## Transport



Limited school transport will be available from the 24<sup>th</sup> August, with priority for P7 pupils; with the normal service resuming from 1<sup>st</sup>

September 2020. **As previously noted any child showing symptoms of Covid-19 should not travel on school transport.** Pupils are asked to sit

alongside any siblings while travelling on the bus. Again we encourage pupils, where possible to use active travel on their journey to school. All pupils are strongly recommended to wear face coverings on their bus/ taxi journey.

When pupils arrive in school a clear procedure has been outlined for handling their face covering.

Pupils should wash their hands- remove the face covering into a small plastic bag (if reusable) or dispose of in a bin (if disposable)- then wash their hands again. A further face covering should be used for the journey home.

**Finally**, we know parents will be eagerly awaiting an opportunity to visit the new school and see this wonderful new learning environment. We are keen to provide a warm welcome but only when it is safe to do so and when guidance has been issued by either DE, EA or PHA. Therefore, we will invite parents in at a later date and hope you will understand the paramountcy of these health and safety measures.