



Long Lawford Primary School

Love, Learn, Persevere and Succeed

Monday 2nd November 2020

Dear Families,

I hope you all had a restful half term break, despite our current circumstances making any of your usual plans slightly less fun this year!

You may have seen the latest announcement from Central Government regarding a **new National Lockdown**. While this is disappointing, it is clear that COVID-19 is around to stay for a while longer yet. As of the 5th November, there will be **further restrictions** for us all to abide by. You can view the restrictions [here](#).

As a school, we will continue to adhere to the government guidelines and keep the safety of your child, our staff and members of our school community as safe as possible. **Safety is the school's number one priority.**

let's do the
right thing
for Warwickshire

Keep everybody
safe...



We have been really lucky so far not to have closed any bubbles. However, we have had a few near misses in recent weeks. Please can we ask that if children or members of their household are experiencing any one of the top 3 symptoms (high temperature, new continuous cough, a loss or change in your usual sense of taste or smell) **they are kept off school/school site and isolation guidance is followed**. It is imperative that parents/carers continue to inform the school about symptoms they or their household have. School can then take swift action by contacting the relevant agencies to ensure all is being done to **keep everyone safe**.

It has become more important than ever to **wear face coverings whilst on school site**. I am pleased to announce that Long Lawford Primary, along with other schools in our Consortium, are working well with local law enforcement to support mask wearing in and around school site. This means that you may see police officers and PCSOs visit our school to check members of the public that should be wearing their face masks are doing so in line with Government Guidance. Please see the guide below to help know what to do and not to do with face masks.



In light of Government announcement last week, we are already looking at how we can make our systems tighter, better, safer for all. **Your valued feedback constantly informs our processes and procedures**, even though these systems and procedures may look different to what you had suggested, your feedback informs and evolves our ideas as we go.

Please keep your eye on the school website, app and social media for notifications of any further updates regarding your child's school day. We only change things in school when it is absolutely necessary for the wellbeing and safety of our school community, and **I would like to thank you all for your ongoing support during this time**. As you know, we get the information from Central Government at the same time you do, and so getting new procedures into place does take time to achieve. I am updating our

Risk Assessment and Operational Procedures, and **will issue any changes to our school website this week.**

One thing we had noticed prior to the half term, is that there had been a small increase in visitor traffic to the front office. Therefore, in light of the new lockdown measures, **we will put the following into place:**

- For lunches, post, PE kits etc that have been forgotten in the morning, we will have a lidded box outside the main office door for such items to be deposited into. The admin team will then collect the items using PPE and distribute to the children when they can.
- Letters from parents/carers will also be deposited into the box located outside the main office door.
- Parents will only be admitted if they have a pre-booked appointment (confirmed by a member of school staff)
- Parents requesting a meeting will need to do so via phone call to the main office (01788 543332) or email (admin2405@welearn365.com). You will need to provide a brief reason for the request so that it can be directed to the right person and the appropriate amount of time is allocated to the appointment. Please don't be offended if the admin team ask for more information as without it an appointment may not be able to be made.
- For children that arrive to school after their allotted time – if the park gate is still open, children and parents will be directed back to the park and will enter school site from that point. They will be directed to the child's classroom door, and will enter from that point. Any child entering school site after the park gates close will be directed to enter from the Main School entrance. Parents will need to leave their child/ren at the door, and a member of school staff will come and collect. School staff will also sign your child in to school.
- Parents needing to sign medical forms will do so via clipboard provided to the parent or can complete the form electronically via email.

We will need to keep many things in place at the moment, including:

- Staggered start and end times to the school day
- Shorter lunchtimes
- Use of disposable bags for packed lunches (as one of the WCC risk assessment points is to limit the amount of "surfaces" travelling between home and school)
- Only bring a school bag when absolutely necessary (again going back to the previous point about "surfaces")
- Sending children home if they are unwell
- One way systems
- Continuing to wear visors when on door or gate duty
- Regularly washing hands
- Keeping a 2m space where possible between adults
- Maintaining bubbles
- Pausing trips out of school
- Keeping the school well ventilated – temperatures are dropping but we have got the heating on! Children may need an extra layer of clothing to compensate.

Despite the latest National Lockdown, **schools and wraparound care will remain open** (unless advised to close by Public Health). We are doing our best to limit the amount of bubbles children are accessing, and **working incredibly hard to keep everyone safe**. It's also worthy of note that children who are not siblings should not go home together (e.g. for play dates) unless parents are providing childcare for each other. If you require childcare but cannot access it outside of school, please do get in touch and we will help where we can.

We will also be cancelling any new parent tours, and will be looking instead at virtual options. Please keep an eye on our school website for more information.

Thank you all for your ongoing support and patience during these uncertain times. Thank you to all of those who have followed the guidance and supported the school with the strict measures in place thus far, **helping the whole school community to remain #COVIDsafe**. By continuing to work together, we will get through this! If you need any support at all, please do contact us and we will do what we can.

Yours sincerely,

Mrs. Claire Stringer
Headteacher



HOW TO WEAR A NON-MEDICAL FABRIC MASK SAFELY

[who.int/epi-win](https://www.who.int/epi-win)

Do's →

- Clean your hands before touching the mask
- Inspect the mask for damage or if dirty
- Adjust the mask to your face without leaving gaps on the sides
- Cover your mouth, nose, and chin
- Avoid touching the mask
- Clean your hands before removing the mask
- Remove the mask by the straps behind the ears or head
- Pull the mask away from your face
- Store the mask in a clean plastic, resealable bag if it is not dirty or wet and you plan to re-use it
- Remove the mask by the straps when taking it out of the bag
- Wash the mask in soap or detergent, preferably with hot water, at least once a day
- Clean your hands after removing the mask

Don'ts →

- Do not use a mask that looks damaged
- Do not wear a loose mask
- Do not wear the mask under the nose
- Do not remove the mask where there are people within 1 metre
- Do not use a mask that is difficult to breathe through
- Do not wear a dirty or wet mask
- Do not share your mask with others

A fabric mask can protect others around you. To protect yourself and prevent the spread of COVID-19, remember to keep at least 1 metre distance from others, clean your hands frequently and thoroughly, and avoid touching your face and mask.