



# Coming Back Together

November 2020  
Version 6

Cedar Integrated Primary School has now welcomed back all our pupils to the start of the new academic year. As we review our procedures, we will adapt our practice so that we can keep improving how we operate and at the same time keeping everyone safe.

## Symptoms

Families should familiarise themselves with the signs and symptoms of COVID 19 and comply with the latest NHS advice. Pupils must not attend school if they are displaying symptoms, or anyone in their household has displayed symptoms within the last 14 days.

# INFORMATION FOR PARENTS & CARERS

Everyone has a role to play in keeping our schools safe and helping to stop the spread of COVID-19.

**YOU SHOULD BOOK A COVID-19 TEST IF YOUR CHILD HAS:**

**A HIGH TEMPERATURE**

This means they feel hot to touch on their chest or back (you do not need to measure their temperature).

OR

**A NEW CONTINUOUS COUGH**

This means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if they usually have a cough, it may be worse than usual).

OR

**A LOSS OR CHANGE TO THEIR SENSE OF SMELL OR TASTE**

This means they've noticed they cannot smell or taste anything, or things smell or taste different to normal.

**IF YOUR CHILD DOES NOT HAVE SYMPTOMS OF COVID-19 BUT HAS OTHER COLD-LIKE SYMPTOMS, SUCH AS A RUNNY NOSE, THEY DO NOT NEED TO BE TESTED AND THEY OR MEMBERS OF YOUR HOUSEHOLD DO NOT NEED TO SELF-ISOLATE. YOUR CHILD CAN ATTEND SCHOOL IF FIT TO DO SO.**

**HERE'S WHAT TO DO IF:**

**YOUR CHILD HAS COVID-19 SYMPTOMS**

**WHAT TO DO?**

- DO NOT SEND YOUR CHILD TO SCHOOL
- Book a COVID-19 test
- Household self-isolates
- Inform school immediately about test result

**WHEN CAN MY CHILD RETURN?**

Your child can return to school if the test is negative providing they are well enough, have not had a fever for 48 hours and if they haven't been advised to self-isolate by the PHA Contact Tracing Service.

**YOUR CHILD TESTS POSITIVE FOR COVID-19**

**WHAT TO DO?**

- DO NOT SEND YOUR CHILD TO SCHOOL
- Inform school immediately about test result
- Self-isolate for at least 10 days as advised by the PHA.

**WHEN CAN MY CHILD RETURN?**

Your child can return to school after 10 days even if they still have a cough / loss of smell or taste. These symptoms can last for several weeks.

**SOMEBODY IN MY HOUSEHOLD HAS COVID-19 SYMPTOMS**

**WHAT TO DO?**

- DO NOT SEND YOUR CHILD TO SCHOOL
- The household member should book a COVID-19 test
- Household self-isolates
- Inform school immediately about test result

**WHEN CAN MY CHILD RETURN?**

Your child can return to school if the symptomatic household member's test is negative and if they haven't been advised to self-isolate by the PHA Contact Tracing Service.

**SOMEBODY IN MY HOUSEHOLD TESTS POSITIVE FOR COVID-19**

**WHAT TO DO?**

- DO NOT SEND YOUR CHILD TO SCHOOL
- Inform school immediately about test result

**WHEN CAN MY CHILD RETURN?**

Your child can return to school when they have completed 14 days of self-isolation without any symptoms\*.

**CONTACT TRACING HAS IDENTIFIED MY CHILD AS A CLOSE CONTACT**

**WHAT TO DO?**

- DO NOT SEND YOUR CHILD TO SCHOOL
- Self-isolate for at least 14 days as advised by the PHA Contact Tracing Service

**WHEN CAN MY CHILD RETURN?**

Your child can return to school when they have completed 14 days of self-isolation without any symptoms\*.

**YOUR CHILD HAS BEEN IN CONTACT WITH SOMEONE WHO HAS BEEN IDENTIFIED AS A CLOSE CONTACT**

**WHAT TO DO?**

- Attend school as normal
- If your child does not have any COVID-19 symptoms they should carry on with normal activities.

**YOUR CHILD HAS TRAVELLED ABROAD AND HAS TO SELF-ISOLATE**

**WHAT TO DO?**

- DO NOT SEND YOUR CHILD TO SCHOOL
- Self-isolate for 14 days in line with quarantine advice

**WHEN CAN MY CHILD RETURN?**

Your child can return to school when they have completed 14 days of self-isolation without any symptoms\*.

\*If your child has been identified as a close contact of a case of COVID-19, or has returned from travel abroad and is self-isolating, they must self-isolate for 14 days regardless of a negative COVID-19 test result.

Further information, including Frequently Asked Questions for Parents and Carers, can be found on the Department of Education's website at [www.education-ni.gov.uk](http://www.education-ni.gov.uk)





**EDUCATION RESTART**



### **Arrival on site during September**

Each class group are their own bubble. Staff have arranged their own classroom to maximise social distancing and allow 2m between the pupils and staff. Each class bubble are able to socialise with their friends in their own designated play area.

Our staggered **arrival times are arranged** by the first letter of the child's surname from 8:40-9:00am.

**A-H 47 families @8:40am**  
**J-M 46 families @8:50am**  
**N-W 47 families @9:00am**

Parent/ Carers must bring P1-2 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.



Key Stage 1 Resource Area Door

Primary 1 & 2



Gate between Library and P4

Primary 3 & 4



## Primary 5,6 & 7

Children in P3-7 do not need to be accompanied by an adult to the Temperature Checking Point. Children will not be supervised before 8:40am and it is the parent/carers responsibility for their child's safety on site prior to 8:40am

- 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 gate into yard.
- Pupils will go straight to their new 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.
- No school bags required.
- 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.

Parents, Staff and Governors have raised the issue of the speed of some cars entering and leaving the school site. Please slow your speed and show care and attention at all times when driving on the school site.

We would strongly encourage the wearing of face coverings on site, particularly at drop off/pick up times. Finally, please leave the site promptly and ensure that families are not mixing.

Thank you for your co-operation.

## **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.

## **Breakfast Club**

Our Breakfast Club is now available for **all primary pupils**. The Breakfast Club starts at 8:00am and costs £2.00 per day, paid in advance or on the day. Please contact [bronaghmcgrattan@icloud.com](mailto:bronaghmcgrattan@icloud.com) to book a place.

## **Break**

- Pupils to bring a snack and labelled water bottle
- Class bubbles are in allocated areas.
- If a child needs First-Aid one of the staff trained in First-Aid will be wearing PPE for immediate response of an injury.

Things will be a little bit different at school. We will ensure all areas are well-ventilated and children have opportunities throughout the day for outdoor learning, so please wear appropriate clothing.

## **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 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 for the first term 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) or to set up an account (new parents).
- Class bubbles will be in different play areas over lunch time.

## Pick Up

### Primary 1, 2 and 3 pupils

A staggered pick up by family groupings will take place at the following times, with parents/carers collecting children from designated areas. Older siblings can also be collected at this time (from designated class pick up area) if it suits families, or the siblings in P4-7 can be collected at the later pick up time. Please inform the class teacher or office staff.

A-L @1:50pm  
M-W @2:00pm

		
Primary 1 Collection Point	Primary 2 Collection Point	Primary 3 Collection Point

### Primary 4-7 pupils

A staggered pick up by family groupings will take place at the following times, with parents/carers collecting children from designated areas (details to follow).

A-L @2:50pm  
M-W @3:00pm

	
Primary 4 Assembled Area	Primary 5-7 Assembled Area Arranged in Class Bubbles

P5-7 pupils do not need to be collected. Staff will send pupils when their parent's or carer's car is safely parked at the front of the school. Please encourage your children to keep social distanced from other pupils or adults on the school site.

## 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**

### Parents/Carers

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.

Parents /carers have expressed their concerns over parking issue on the school grounds, adults not keeping to social distance guidelines and not leaving the site straight away.



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, but this does not mean that if you wear one that you should move closer to another adult or someone else's child.

We would ask that you arrive as close as possible to your allocated arrival time and leave the site promptly after your child's temperature is checked, so that the next set of parents can park. The system has worked smoothly when everyone co-operates.

We appreciate that many of our parents/carers are friends, but we would request that you if you need to meet up with others, please do so off site and remember to keep to social distancing guidelines at all times. It is ok to say to someone if they are too close. Also, please think twice about play dates with children from our own and other schools. We are implementing lots of measures to keep our class bubbles safe and this work could be to no avail if there is a lot of mixing outside school.

## 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. DE Guidance is very clear that parents should not be in the school premises. This is to reduce the possibility of transmission. Therefore, toilet facilities will only be for exceptional emergencies.

## Self-Isolation and Testing

If we want to reduce the possibility of your child's class having to self-isolate for 14 days, it is everyone's responsibility to adhere to our guidelines.

Therefore, if you or your child have any symptoms of Covid-19 keep them off school - this is not the time to give them Calpol and hope for the best.

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 - the Staff at Cedar are not medically trained.

If Test, Trace and Protect contact you regarding your child or a member of your family being in contact with a positive case of Covid-19, please follow their guidance regarding Self-Isolation and inform the school by email on [hcrichon679@c2kni.net](mailto:hcrichon679@c2kni.net)

If your child has a Covid-19 Test because of possible symptoms of Covid-19, please forward the email confirming the result to [hcrichon679@c2kni.net](mailto:hcrichon679@c2kni.net)  
If the result is **negative** - the child remains off school for **48 hours** after receiving the test result. They can return to school after that 48-hour period if they are feeling well and show no further symptoms.

When a child has a tummy bug or diarrhoea they should remain off school for **48 hours** after the last bout.

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.

If a member of your family is told to Self-Isolate, the other family members do not require testing if they do not have any symptoms and they can return to school immediately.

When a child or member of staff tests positive for Covid-19, the Public Health Agency will advise the school on the appropriate action. They will make the decision if a group or class or section of the school has to Self-Isolate for 14 days. Their decision will be communicated to families via our school text and email systems.

In the event of Cedar being informed of a positive Covid-19 result amongst its pupils and having some of our school Self-Isolating, I would ask that you are mindful of your comments on Social Media. No one would knowingly send their child in 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.

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

We're all here to support each other. If you have any concerns, please let us know. We'll all have different feelings and emotions at different times and that is ok. 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**