



# Park Spring Primary School

## "Achieving Together"

Monday 23<sup>rd</sup> March 2020

### School-Based Day Care

Dear Families,

You have received confirmation of the day care we are offering your child in the coming **2 weeks**. Please be aware that this is not a guarantee of a similar offer going forward after this time, as this will depend on levels of demand and staffing available. You will appreciate that we are dealing with fast-changing information and this is presenting us with significant challenges. Please take a moment to read this information which sets out some **expectations** and **commitments** on behalf of you and the school. These are designed to keep everyone safe by minimising risk to your children, your family, and to Park Spring staff. *Thank you for your support and understanding.*

### **While your child is at school, we undertake to minimise the risk by adhering to the following commitments as far as possible:**

- Entry and exit will be via the new school / main entrance only.
- Children will need to be dropped off and collected by a responsible adult every day
- Children will be grouped with their siblings and any other child they share care with out of school;
- No more than 10 children will be grouped in a classroom at any one time;
- Furniture has been rearranged/ removed to support social distancing wherever possible;
- Children will keep their belongings in the classroom they are assigned to, rather than the cloakrooms;
- Children will eat their packed lunch in the classroom they are assigned to, rather than the hall. Lunches will be provided for all children who wish to purchase them or have them provided via free school meals as normal.
- Children will provide their own drinks bottle – this will go home with them at the end of each day and be sanitised before being returned;
- Staff rotas will be organised to minimise the number of adults and children coming into contact with each other;
- We will make full use of the outside spaces: there will be play and lunchtime breaks;
- Children and adults will wash their hands thoroughly at the beginning and end of every session, before and after every outdoor session, after going to the toilet and before and after eating;
- Children and staff will tie their hair back where appropriate to minimise the need/urge to touch faces;
- Increased cleaning routines will be implemented for the learning environments/ resources used by the children;
- If a child begins to display any symptoms of Coronavirus, their parents/ carers will be contacted immediately to collect the child (and any siblings) and begin self-isolation, in accordance with government guidelines;
- Any member of staff who begins to display any symptoms of Coronavirus will begin

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self-isolation immediately, in accordance with government guidelines;

**In order to minimise the risk, families who are accessing school-based day care must:**

- Ensure that if they **CAN** make alternative arrangements for childcare, **they do so at the earliest possibility**: the risk to your family is lower the more you limit contact with others, so attending school-based day care increases the risk to you and your family and school staff;
- Ensure our office has **up to date contact details** for family members/ emergency contact details should your child become poorly/ exhibit symptoms of contracting coronavirus;
- **Ensure your child is registered in and out of the premises by somebody** who either has parental responsibility or has been nominated by yourselves, as long as you are all fit and well and not showing symptoms of coronavirus, to enable us to check details as necessary;
- Maintain **social distancing** while dropping off/ picking up: do not congregate together in or outside of the school building;
- Let us know which children you are **sharing care with outside of school**, if applicable, so that we can take account of this in school groupings;
- **Do not send your child(ren) to school if anybody in your household begins to display coronavirus symptoms, and inform school of this;**
- **Check your child's temperature every morning** before leaving to come to school;
- **Immediately contact school** and arrange for collection of your child if you or a member of your household becomes unwell with coronavirus symptoms;
- **Enforce social distancing whilst your child is not in school;**
- Inform school immediately, if you no longer fall within the critical worker list, or you have been asked to self-isolate;
- **Observe thorough hand washing at home, especially just before leaving the house;**
- Ensure that your child **only attends sessions agreed in advance**, and only sessions for which you have absolutely no alternative childcare options.

*Thank you for your support in helping us to keep your children, your families and our staff as safe as possible.*

Rachel Horan  
Headteacher