



**St. Theresa's Primary School**  
**Frequently Asked Questions – Guidance for Parents and Staff**

**This guidance is applicable from September 2021 **UPDATED****

**In light of the frequently updated advice given by the government and the ever changing circumstances schools find themselves in, the Governors and school leaders of St. Theresa's reserve the right to depart from/change this guidance when the need arises.**

**Who is being given a copy of this document?**  
This document will be sent to parents and staff.

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## **1. OPENING OF THE SCHOOL in September 2021**

### **Is school going to open to pupils in September 2021?**

- Yes.

### **When the school does open, will all the pupils in all classes be returning together?**

- Yes.

### **Do parents have to send their child back to school when it opens?**

- The government has made clear that school attendance is mandatory.

### **What will happen to the children and families who have been abroad over the summer holidays?**

- Parents and pupils returning to the UK must adhere to travel legislation; details of which are set out in government travel advice which can be found here:  
<https://www.gov.uk/guidance/red-amber-and-green-list-rules-for-entering-england>
- Parents travelling abroad should bear in mind the impact on their child's education which may result from any requirement to quarantine or isolate upon return.
- The school understands that current travel circumstances are difficult but is expecting those families to return to the UK for the start of school.
- Any families who are experiencing difficulties with their return, should contact the school directly.

## **2. CLASSROOM SIZE AND SCHOOL SPACES**

### **The government is no longer recommending that it is necessary to keep children in consistent groups; what will this mean for St. Theresa's in September?**

- From September, classes will resume playing together at playtimes and lunchtimes; there will no longer be staggered lunchtimes and playtimes.
- There is the possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups. Any decision to recommend the reintroduction of 'bubbles' would not be taken lightly.

### **Will the classroom layout change?**

- Yes – currently all seating in Y2 to Y6 is arranged to ensure that pupils are not facing each-other, and wherever possible, the tables face the front; in September, the desks will be arranged according to the class teacher's preference.
- The carpet areas will be reintroduced in Year 2 and Year 3.

### **How will the classrooms and school spaces, stay ventilated?**

- Classroom windows will remain open where possible.
- In cooler weather windows should be opened just enough to provide constant background ventilation and opened more fully during breaks to purge the air in the space.
- When holding school events where there is an increased number of people on site (i.e. school plays), the school will ensure that the hall etc. is ventilated by opening windows and doors.

## **3. SCHOOL START AND FINISH TIMES (including breakfast and after school clubs)**

### **What time will the school day start and finish for pupils in Reception to Year 6?**

- The school day will start at 8.45am and finish at 3.30pm for all pupils.
- The school gate will open at 8.30am and close at 8.50am every morning.
- The school gate will open at 3.25 and close at 3.45 every afternoon.

### **Will parents be allowed to use the car park as a waiting area?**

- No. The staff will resume parking their cars in the staff car park and this will no longer be a pedestrian area.

### **How will parents drop-off their children in the morning?**

- In the morning, parents will enter the school grounds by walking down the pedestrian path in the car park and turning LEFT into the playground.
- Parents and children can wait in the playground if they are early.
- Parents can then accompany their children to the classroom door.
- Parents will exit the school grounds by walking around the outside of the school building, past the Y3 and Y4 classrooms, past the Headteacher's office and then up pedestrian pathway in the car-park. A one-way system will therefore continue to be used.

### **How will parents collect their child at the end of the school day?**

- At home-time, parents will enter the school grounds by walking down the pedestrian path in the car park and turning LEFT into the playground.
- Parents will collect their children directly from their classrooms. The class teacher will stand at the classroom door and when they see the parents, they will allow the children to leave.
- Children who walk home alone will be dismissed by the class teachers as normal.
- Parents will exit the school grounds by walking around the outside of the school building, past the Y3 and Y4 classrooms, past the Headteacher's office and then up pedestrian pathway in the car-park. A one-way system will therefore continue to be used.

### **What if a child is late being collected?**

- The child will be taken back to the classroom by the class teacher.
- If after 10 minutes of waiting in the classroom they have still not been collected, the child will be taken to the Little Saints after school club in the multi-purpose building - and parents will be charged.

### **Will there be breakfast club?**

- Yes.
- There will be no "bubbles"; the pupils will be allowed to eat, sit and play together.
- Breakfast club opens at 7.45am and costs £3.50.

### **Will there be after school clubs?**

- Yes.
- Little Saints after school club will be operating as normal (please contact Vicky tel: 07968 498 364 email: [vicky\\_avraam@hotmail.co.uk](mailto:vicky_avraam@hotmail.co.uk) if you would like to book a place).
- A list of all the after school clubs will be sent to all parents early in September.

## **4. SOCIAL DISTANCING**

### **Will the school be enforcing social distancing?**

- No. The rules on social distancing will be lifted.

### **Will all children go out to play at the same time?**

- KS1 will have playtimes together.
- Reception and KS1 will have lunchtimes together.
- KS2 will have playtimes and lunchtimes together.

## **5. SCHOOL LEARNING**

### **Will the children be taught by their own teacher?**

- Yes.

### **Will the children be taught in their own classroom?**

- Yes.

### **Will there be any national tests next summer?**

- Yes.
- Key Stage 1 tests for Year 2 pupils in May 2022.
- Key Stage 2 tests for Year 6 pupils in May 2022.
- Phonic Screening Check for Y1 pupils in June 2022.
- Multiplication Check for Y4 pupils in June 2022.

**What equipment can the children use in the classroom?**

- Any equipment can be used.

**Will the children be expected to continue to bring in their own pencil cases?**

- Children are encouraged to bring in their own pencils, pens, colouring pencils, ruler, rubber, sharpener from home; the school will provide any pencils etc. for children who do not bring them from home.

**Will the school still provide remote home-learning?**

- Remote learning will only be provided for pupils who are self-isolating following NHS advice.
- Remote learning will not be provided for pupils who are otherwise unwell.

**Will there be homework?**

- Yes. This will be set remotely by the teachers using Seesaw.

**Will there be any school trips?**

- The Y5 residential trip to Hindleap Warren has been booked for 16<sup>th</sup> -18<sup>th</sup> March 2022.
- The Y6 residential trip has been booked for the week beginning Monday 16<sup>th</sup> May 2022.
- Other educational visits may be booked following risk assessments. The school will consider using private coach hire above public transport, and outside venues.

**Will the children be able to play on the climbing equipment at playtime?**

- Yes.

**Do the pupils/staff need to follow the school uniform/staff dress code policy?**

- Full school uniform will be expected from September 2021.
- Staff are expected to continue to adhere to the staff dress code.

**Will the children be able to bring in toys from home?**

- No.

**Will the teaching assistants be providing interventions?**

- Yes.

**Will there be assemblies in the hall?**

- Yes.

**Will there be hymn practice?**

- The school intends to re-introduce hymn practice unless guidance is issued before September which advises against group singing.

## **6. PERSONAL PROTECTIVE EQUIPMENT (PPE) AND CLEANING**

### **Will staff be expected to wear PPE, i.e. face masks, face coverings, eye protection?**

- No. The government will no longer be advising pupils or staff to wear face coverings.
- Staff may choose to wear face PPE whilst in class, or when administering 1<sup>st</sup> aid.
- If there is an outbreak in the school, public health may advise us that face coverings should temporarily be worn.

### **Will parents be expected to wear face coverings?**

- The government is removing the requirement to wear face coverings in law but expects and recommends that they are worn in enclosed and crowded spaces where you may come into contact with people you don't normally meet. Therefore, face coverings are recommended for school visitors, including parents, who come into the school building.
- Parents will not be expected to wear face coverings in the playground.

### **Will staff be provided with PPE?**

- Yes. The school has gloves, masks and disposable aprons.
- Eye protection will be given to all first aiders.

### **Should children wear face coverings in school?**

- No. According to government guidance, face coverings have to be put on and taken off very carefully. If children do not know how to do this and do it incorrectly, they can actually increase their infection risk.
- The school will not be providing PPE for children.
- Staff will not be helping children to put on and take off their PPE if the children bring it in from home.

### **How will hygiene be maintained?**

- Frequent and thorough hand cleaning should now be regular practice.
- Staff will continue to ensure that pupils clean their hands regularly. This can be done with soap and water or hand sanitiser:
  - after coughing, sneezing and blowing nose
  - before eating or handling food
  - after coming into contact with surfaces touched by many others, such as handles, handrails and light switches
  - after coming into contact with shared areas such as kitchens and bathrooms
  - when returning home
- The school will continue to be cleaned every day after school.
- Hand sanitisers and tissues will be available in every classroom.

- Soap, hot water and something to dry hands with will be available in all bathrooms – children will be reminded to let teachers know if supplies are running low in toilets.
- Lidded pedal bins will be available in all classrooms.
- Lidded bins will be available in the outside areas.
- Anti-bacterial wipes will be available for the staff shared areas of the school (i.e. photocopiers, kettle, microwave etc.).
- Dining room will be cleaned between sittings by the lunchtime staff as normal.
- Breakfast club tables will be cleaned by the staff after breakfast club has finished.
- *Little Saints* after school club staff will clean their room at the end of the club.

## **7. ASYPTOMATIC TESTING FOR STAFF**

### **Are staff in primary schools still being asked to participate in the lateral flow device (LFD) testing?**

- Yes – staff should continue to undertake twice weekly home tests until the end of September, when the government will review this advice.
- Testing is not mandatory and staff will not be prevented from coming to work if they do not take part.
- Staff with a positive LFD test result should self-isolate in line with the stay at home guidance: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>
- Staff with a positive LFD test result will need to get a free PCR test to check if they have COVID-19.
- Whilst awaiting the PCR result, the member of staff should self-isolate.

## **8. DEALING WITH AN INDIVIDUAL WHO DEVELOPS COVID-19 SYMPTOMS OR HAS A POSITIVE TEST**

### **What are the symptoms of COVID-19?**

- High temperature.
- New, continuous cough.
- Loss or change to your sense of smell or taste.

### **What happens if an individual develops symptoms of COVID-19 at school?**

- If anyone at school develops COVID-19 symptoms, however mild, they will be sent home.
- If a child is awaiting collection, they will be moved, to a room where they can be isolated behind a closed door.
- The designated room at St. Theresa's is the Prayer Room (small room next to the medical room).
- The window will be opened for ventilation.

- If the child needs the bathroom while waiting to be collected, the bathroom will be cleaned and disinfected using standard cleaning products before being used by anyone else.
- The school will call 999 in an emergency.
- Everyone must wash their hands thoroughly for 20 seconds with soap and running water, or use hand sanitiser, after any contact with someone who is unwell.
- Any individual who is displaying COVID-19 symptoms will need to get a free PCR test to check if they have COVID-19.
- Whilst awaiting the PCR result, the individual should continue to isolate.
- The school must be informed of the test result.

**What should parents or staff do if they, or a child, or a member of their household show symptoms of COVID-19 or has a positive test result?**

- Any person displaying symptoms of COVID-19 should not attend school and immediately get a PCR test. If a parent insists on a pupil attending school, the school can take the decision to refuse the pupil if it is deemed necessary to protect other pupils and staff from possible infection.
- The person displaying the symptoms should immediately self-isolate until the results of the PCR test are received - **this applies even if they have received one or two doses of the vaccine.**
- If the PCR test is positive, the individual must isolate for 10 full days – **even if they have had one or more doses of the vaccine.**
- If the PCR test result is negative, the individual may resume normal activities.
- The school must be informed of the test result.

**If an individual tests positive for COVID-19, will all the close contacts be asked to self-isolate?**

- From 16<sup>th</sup> August, anyone who has been fully vaccinated, will be exempt from the requirement to self-isolate if they are a contact of a positive case. Instead, they will be advised to take a PCR test.
- From 16<sup>th</sup> August, children under the age of 16 will be exempt from the requirement to self-isolate if they are a contact of a positive case.

## **9. STAFF AREAS, INSET AND EQUIPMENT**

**Will the staff be able to use the staff room?**

- Yes.

**Will staff meetings and INSET be face to face or virtual?**

- All meetings will be held face to face as far as is possible.
- If meetings need to be held virtually, all staff must turn cameras on.

**What about the equipment that all staff share? (microwave, photocopier etc.)**

- Anti-bacterial wipes will be available for the staff shared areas of the school.

## 10. FOOD AND DRINK

### Can the children drink from the water fountains?

- No. The fountains will continue to be taped off for the time being.
- All children must bring a water bottle to school.

### How will school lunches be provided?

- The kitchen will provide school lunches as usual.
- The children may resume sitting at the tables so that they are facing each other.

## 11. CLINICALLY EXTREMELY VULNERABLE PUPILS/STAFF

### What is the definition of a clinically *extremely* vulnerable person?

- The list can be found here:  
<https://www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19>
- People with the following conditions are automatically deemed clinically extremely vulnerable:
  - solid organ transplant recipients
  - people with specific cancers:
    - people with cancer who are undergoing active chemotherapy
    - people with lung cancer who are undergoing radical radiotherapy
    - people with cancers of the blood or bone marrow such as leukaemia, lymphoma or myeloma who are at any stage of treatment
    - people having immunotherapy or other continuing antibody treatments for cancer
    - people having other targeted cancer treatments that can affect the immune system, such as protein kinase inhibitors or PARP inhibitors
    - people who have had bone marrow or stem cell transplants in the last 6 months or who are still taking immunosuppression drugs
  - people with severe respiratory conditions including all cystic fibrosis, severe asthma and severe chronic obstructive pulmonary disease (COPD)
  - people with rare diseases that significantly increase the risk of infections (such as severe combined immunodeficiency (SCID), homozygous sickle cell disease)
  - people on immunosuppression therapies sufficient to significantly increase risk of infection

- problems with your spleen, for example splenectomy (having your spleen removed)
- adults with Down's syndrome
- adults on dialysis or with chronic kidney disease (stage 5)
- women who are pregnant with significant heart disease, congenital or acquired
- other people who have also been classed as clinically extremely vulnerable, based on clinical judgement and an assessment of their needs. GPs and hospital clinicians have been provided with guidance to support these decisions
- If you think there are good clinical reasons why you should be added to the Shielded Patient List, discuss your concerns with your GP or hospital clinician

### **What if a staff member or pupil is clinically extremely vulnerable?**

- A staff member who is clinically extremely vulnerable should attend the workplace; the Department of Health and Social Care will be publishing updated guidance.
- All children who are CEV should attend their setting unless they are one of the very small number of children on the paediatric or other specialist care who have been advised by their GP or clinician not to attend.

### **What if a pupil or member of staff lives in a household with a clinically extremely vulnerable person?**

- A staff member or pupil who lives in a household with a clinically extremely vulnerable person is expected to attend school unless advised otherwise by an individual letter from the NHS or a specialist doctor

### **What is the definition of a clinically vulnerable person?**

- The list can be found here: <https://www.nhs.uk/conditions/coronavirus-covid-19/people-at-higher-risk/whos-at-higher-risk-from-coronavirus/>
- Clinically vulnerable people are those who are:
  - aged 70 or over (regardless of medical conditions)
  - under 70 with an underlying health condition listed below (that is, anyone instructed to get a flu jab each year on medical grounds):
    - chronic (long-term) mild to moderate respiratory diseases, such as asthma, chronic obstructive pulmonary disease (COPD), emphysema or bronchitis
    - chronic heart disease, such as heart failure
    - chronic kidney disease
    - chronic liver disease, such as hepatitis
    - chronic neurological conditions, such as Parkinson's disease, motor neurone disease, multiple sclerosis (MS) or cerebral palsy
    - diabetes
    - problems with the spleen
    - weakened immune system as the result of certain conditions or medicines they are taking (such as steroid tablets)
    - being seriously overweight (a body mass index (BMI) of 40 or above)

- pregnant

**What if a staff member or pupil is clinically vulnerable?**

- They should attend school.

**What happens if parents are anxious about sending their child to school?**

- The school asks those parents to please make contact so this can be discussed, and those families supported.
- Pupils of compulsory school age must be in school unless a statutory reason applies.

**Will individual risk assessments be written for clinically vulnerable and extremely clinically vulnerable members of staff?**

- Yes.
- The senior leaders of the school will discuss this with the individual members of staff.

## **12. VISITORS TO THE SCHOOL**

**Will parents be allowed on-site?**

- Parents will be permitted to enter the school building.
- It is recommended that parents wear face coverings when on site.

**Will volunteers be allowed on the school site?**

- Yes. Face coverings are recommended for volunteers.

**Can other specialist (e.g. therapists, clinicians etc.) come to the school to work with the children?**

- Yes. Face coverings will be recommended.

## **13. RESPONDING TO INCREASING COVID CASES – CONTINGENCY PLANNING ON MEETING THE THRESHOLD**

**When will the school consider taking extra action?**

- The thresholds, detailed below, (whichever is reached first) will be used as an indication for when to seek public health advice:
  - 5 children, pupils, students or staff, who are likely to have mixed closely, test positive for COVID-19 within a 10-day period; or
  - 10% of children, pupils, students or staff who are likely to have mixed closely test positive for COVID-19 within a 10-day period

**How will the school identify groups who are likely to have mixed closely?**

- For the main school, this would normally mean a whole class, or the EYFS.
- The school would seek guidance from Public Health.

**If the thresholds are met, will staff need to wear face masks?**

- Public Health may advise the school staff to do this as a temporary measure.
- The children will not be asked to wear face masks.

**How will the school reinforce hygiene and ventilation?**

- The school will organise a one off enhanced cleaning of specific classroom/or working area.
- The school will ensure that the school is kept ventilated.

**Would clinically extremely/clinically vulnerable individuals need to shield?**

- Persons on the shielding list would need to speak to their GP for further guidance.

**Would visitors be allowed on the premises?**

- The school would resume limiting visitors on site.
- All visitors would be required to wear a face covering.
- Meetings would be held via Zoom.

**Would the school hold whole school event events?**

- Whole school events would be temporarily suspended.
- Assemblies etc. would be held via zoom.

**Will the school provide remote learning?**

- The school will provide home learning for pupils who have tested positive for COVID-19 but are well enough to learn from home.
- The school will provide home learning for pupils if attendance has been restricted.

**What happens, if Public Health advise the school to close due to an increasing number in positive COVID cases?**

- On-site provision will be retained for all vulnerable children and children of critical workers.
- All other pupils will be provided with remote learning.

**What happens if my child tests positive for COVID and cannot attend school but is entitled to a benefits related free school meal?**

- Supermarket vouchers will be sent to the parents of these children.

**Will educational visits go ahead?**

- This will be reviewed on a case by case basis.

**14. CONCERNS**

Any parents can contact the school with concerns by emailing the school office [office@sttheresas.barnetmail.net](mailto:office@sttheresas.barnetmail.net) or phoning 020 8346 8826

Members of staff can speak to a member of the Senior Leadership Team