



Parent Information Handbook

This handbook is the updated version for the academic year 2021 – 2022 and has been written in line with recently updated Local Authority school risk assessments, Gov.UK guidance and NHS regulations.

Useful Contacts

Name	Role	Contact Details
Mrs Elliott	Headteacher	head@allithwaite.cumbria.sch.uk
Mrs Humphries	Assistant Headteacher	barnowls@allithwaite.cumbria.sch.uk
Mrs Nowak	SENDCO	SENDCO@allithwaite.cumbria.sch.uk
Bryany Sayer	Administrator	admin@allithwaite.cumbria.sch.uk
Mrs Tebay	Early Years Lead	snowyowls@allithwaite.cumbria.sch.uk
Mrs Stanway/Mrs Nowak	KS1 Teachers	tawny@allithwaite.cumbria.sch.uk
Mrs Humphries	LKS2 Teacher	barnowls@allithwaite.cumbria.sch.uk
Mrs Spibey	UKS2 Teacher	eagleowls@allithwaite.cumbria.sch.uk

Our school office is open from 8.30am to 1.15pm on Wednesdays and 8.30am to 3.30pm all other days. If you have an urgent message during non-office hours, please leave a voicemail and a member of the team will get back to you asap. 015395 31244

At present, please continue not to come to the school office in person.

COVID Awareness When to self-isolate and what to do (NHS)

The rules on self-isolation have changed:

When to self-isolate:

Self-isolate straight away and get a PCR test (a test that is sent to the lab) on GOV.UK as soon as possible if you have any of these 3 symptoms of COVID-19, even if they are mild:

- a high temperature
- a new, continuous cough
- a loss or change to your sense of smell or taste

You should also self-isolate straight away if:

- you've tested positive for COVID-19 – this means you have the virus
- someone you live with has symptoms or tested positive (unless you are not required to self-isolate – check below if this applies to you)
- you've been told to self-isolate following contact with someone who tested positive

When you do not need to self-isolate:

If someone you live with has symptoms of COVID-19, or has tested positive for COVID-19, you will not need to self-isolate if any of the following apply:

- you're fully vaccinated – this means 14 days have passed since your final dose of a COVID-19 vaccine given by the NHS
- you're under 18 years, 6 months old
- you're taking part or have taken part in a COVID-19 vaccine trial
- you're not able to get vaccinated for medical reasons

Even if you do not have symptoms, you should still:

- get a PCR test on GOV.UK to check if you have COVID-19
- follow advice on how to avoid catching and spreading COVID-19
- consider limiting contact with people who are at higher risk from COVID-19

Please keep school informed throughout the process so that we are able to follow educational setting procedures that apply to us specifically.

Risk assessment

Highlights of updates:

- Staff are no longer required to wear face coverings but may do so if they wish.
- Children do not have to remain in small bubbles.
- Visitors to school remain discouraged unless for SEN or medical reasons.
- Thorough and frequent handwashing routines are still required.
- Outdoor learning where possible and good ventilation are acknowledged as effective and are encouraged.
- More frequent cleaning will remain in place.
- Self-isolation and testing guidance/rules have been updated (as above).

Group arrangements - pupils

Whilst class bubbles are no longer a requirement, a cautious approach is advised. As a school we acknowledge that any positive cases within the school community will have an impact on families who have had close contact with a positive case. In order to minimise potential disruption to learning we have decided to operate within two bubbles. We will review this decision at half term, in accordance with local rates of infection data.

Bubble One = Children from EYFS and KS1

Bubble Two = Children from KS2

- Children within class bubbles will not be allowed to mix with members of another class bubble.
- Each bubble will have its own designated entrance/exit area, toilet facilities and playground times.
- Lunchtimes and breaktimes will be split to accommodate the two bubbles.

We will use this relaxation of risk assessment criteria to have lunch in the hall within our bubble, to share outdoor playground space, to have bubble worships/assemblies, to abandon the not ideal porta loos and to enjoy a wider company.

Each half term, or sooner if infection rates spike, we will review the validity of change to the bubbles and hopefully see a return to one whole school bubble in the near future.

Start and Finish Procedure

Pupil's start and finish times will continue to be staggered in order for us to maintain our handwashing routines, which as you can expect take a dedicated and allotted amount of time.

We would like to take the relaxation of rules as an opportunity to invite parents of Snowy Owls to accompany their children onto the school yard.

We will continue to ask all other parents to drop off at the gates, which we will review in the October half term. We then hope to open to all and have some good ideas for creating an interactive playground experience.

We do not have a limit of number of parents/family members dropping off and collecting but ask you to remain respectful of others and consider their level of covid rule relaxation confidence.

It is not necessary to wear a mask but you may do so if you wish.

Arrival arrangements

SNOWY OWLS (Nursery & Reception)

Arrive via main entrance gates from Church Road.

Enter playground and line up under glass veranda.

Using Snowy Owls black external classroom door.

Drop off at 8.45am and Collect at 3.05pm:

Surnames beginning with A to K

Drop off at 8.55am and Collect at 3.15pm:

Surnames beginning with L to Z

TAWNY OWLS (Years one and two)

Arrive from Church car park area.

Pupils using black/glass mix external classroom door.

Drop off at 8.45am and Collect at 3.05pm:

Surnames beginning with A to K

Drop off at 8.55am and Collect at 3.15pm:

Surnames beginning with L to Z

BARN OWLS (years three and four)

(Please note due to class sizes the Barn Owls are now situated in the previous Eagle Owls classroom).

Arrive from Church car park area.

Pupils using glass external classroom door.

Drop off at 8.45am and Collect at 3.05pm:

Surnames beginning with A to K

Drop off at 8.55am and Collect at 3.15pm:

Surnames beginning with L to Z

EAGLE OWLS (years 5 and 6)

(Please note due to class sizes the Eagle Owls are now situated in the previous Barn Owls classroom).

Arrive via main entrance gates from Church Road.

Pupils using main entrance door.

Drop off at 8.45am and Collect at 3.05pm:

Surnames beginning with A to K

Drop off at 8.55am and Collect at 3.15pm:

Surnames beginning with L to Z

Families with pupils/siblings in different classes

Arrive via main entrance gates from Church Road.

Pupils will be escorted to their entrance area by a member of staff.

Drop off at 8.45am and Collect at 3.05pm:

Surnames beginning with A to K

Drop off at 8.55am and Collect at 3.15pm:

Surnames beginning with L to Z

Bringing Items into School

Pupils are now able to bring bags, coats, wet weathers etc into school as lockers will be in use.

School will continue to provide all necessary stationary resources – no pencil cases etc brought from home thank you.

We continue to discourage toys being brought into school as this can cause friendship issues to arise.

Procedure for pupils unwell on site

If your child shows any of the symptoms at school, we will continue to take the following actions:

- Your child will be taken to an isolation zone.
- You will be notified to collect your child as soon as possible.
- You will be asked to arrange coronavirus testing (PCR as per NHS rules mentioned above) for your child.
- Areas your child has accessed will be disinfected.
- School will await any further information and or instruction from Public health for England and NHS track and trace.

In some circumstances, this may result in close contact pupil families being contacted and advised to follow the self-isolation guidance.

After School Care

This will continue to be available Mondays – Thursdays inclusive. Booking forms are sent via parentpay communications. Bookings are made/paid for in advance in order to facilitate covid positive case regulations, staffing ratio, area allocation and such.

G. Elliott 31.08.21