



Arrangements for September 2020

CONTENTS

The following booklet contains important information which you will find useful ahead of a full school opening in September 2020.

If you have any queries or need further clarification on anything in this booklet, please email: enquiry@moorhall.bham.sch.uk

CONTENTS	PAGE NUMBER
Transition	2
Organisation of Children (bubbles and pods)	2
The School Day	3
School Uniform	3
Curriculum	4
Class Teaching	4
Risk assessments	4
Illness	5
Moorhens	5
Attendance	5
School Lunches	6
Remote Learning	6
Lunchtime Provision	6
Pastoral support	7



Transition

School will reopen for all children from Y1- Y6 on Wednesday 2nd September. We recognise that the majority of children at Moor hall will have not yet been onto the premises and may not have seen their friends or had the opportunity to say goodbye to their existing class teacher. There will be elements of the curriculum that they will have missed. Some will have engaged with remote learning better than others. This transition period is very important.

Children will remain with their existing class teacher until Friday 11th September and will then start with their new teacher on Monday 14th September. Our new EYFS intake children will be phased into school from Thursday 3rd September until Friday 18th September. They will join us full time from 21st September 2020.

The transition period will give children the opportunity to settle back into school and will also give teachers the chance to evaluate the starting points for all of the children, using their knowledge of the individual child as well as assessing work.

Bubbles and Pods

From September, children will be organised into bubbles and pods. A pod will be a group of two bubbles. Bubbles are for day to day class activities. Pods are for the organisation of children across the site. This will include before and after school care, site access and lunchtime periods. The aim is to ensure that children remain in consistent groups wherever possible, minimising the contact between different people across the school.

Bubbles

Close working bubbles

These bubbles are for routine, day to day class activities

YR (2 classes, 1 bubble of 60 children)

Y1 (2 classes, 2 bubbles of 30)

Y2 (2 classes, 2 bubbles of 30)

For all other year groups each class will be an individual bubble. We will have 9 bubbles across the school at the point that the children are in class.

Pods

The allocation of pods reduces the risk of contamination through limited wider mixing across the school. We will have to do this so that we can stagger start and finish times, manage lunchtimes and operate Moorhens before and after school provision. The pods will provide consistent groups that are wider than the bubbles.

We will operate using 5 pods –

EYFS (60 children). This is for all children in EYFS.

Y1 (60 children). This is for all children in Y1.

Y2 (60 children) This is for all children in Y2.

LKS2 (60 children) This is for all children in Y3 and Y4.

UKS2 (60 children) This is for all children in Y5 and Y6.



The School Day

Arrival and Dismissal

In order to reduce risk, we will continue to stagger the entrance and exit times for each pod.

Entrance

	Entrance	Exit	Access Point	Collection Point
EYFS Pod	9.00 - 9.10	3.10	Pedestr. Gate	KS1 playground
Y1 Pod	8.50 - 9.00	3.10	Field gate	Staff car park
Y2 Pod	8.50 - 9.00	3.20	Pedestr. Gate	KS1 playground
LKS2 Pod (Y3 & Y4)	8.40 - 8.50	3.20	Field gate	Staff car park
UKS2 Pod (Y5 & Y6)	8.40 - 8.50	3.30	Pedestrian gate	Staff car park

School Uniform

We will return to normal school uniform in September.

Our School Uniform Policy is on our website:

http://www.moorhall.bham.sch.uk/assets/uploaded/downloads/Uniform_Policy_2018_revised.pdf

- Plain black, polishable, sensible shoes should be worn, not trainers, or shoes with heels, or open-toed sandals. Ensure your child can easily tie their own shoelaces before purchasing shoes or PE trainers with laces.
- Long hair should be tied back in school, with a soft “scrunchie” type of band.
- Any hair accessories should be in the school colours; metal or plastic hair ornaments are unsuitable for wearing at school.
- Hijabs should be white, red or black.
- Jewellery should not be worn in school unless for religious observance.
- No nail varnish is permitted.
- Please ensure that all items of clothing are clearly labelled with your child’s name.



Sutton Coldfield Charitable Trust

'Every year, the Trust offers school clothing grants, in the form of vouchers, to low-income families who live in the former Borough of Sutton Coldfield and are in receipt of certain benefits.'

Application for School Uniform Grants are open until October 2020.

Further details of this grant and eligibility can be found on their website:

<https://www.suttoncoldfieldcharitabletrust.com/almshouse/grants-for-school-clothing/4.htm>

Class teaching

Although social distancing will not always be possible, we will try to encourage children to maintain acceptable distances as far as we possibly can. Hygiene regimes will continue and we will use a staggered approach to breaktimes to provide some separation. Children will have all breaktimes in their pods. For example, Y1 classes will both be on one playground but will have separation as the playground will be divided into two sections.

In classrooms, from Y1 to Y6, children will be sitting side by side in tables of two facing the front in line with the guidance from the DfE. Toilets will be allocated for classes in their pods (e.g. Y5 and Y6 will share the toilet outside of their classrooms). These areas will be regularly cleaned. Specialist teaching will continue in September to include music, French and PE. Staff will remain at a distance from the children. If close work is required, for example on one to one support, staff may wear PPE.

Unfortunately we will not be able to run class buddies from September in the way that we have done traditionally. However, we will explore other ways of communicating across the groups as the year progresses.

School Curriculum

The school curriculum will need to be adapted to meet the needs of the children considering the length of time that they have had away from school, even where remote learning has been successful.

In September children will spend their first few days getting to know the rules and routines at school. We will support them in transitioning. During the transition period we will be assessing them to evaluate where gaps need to be narrowed.

Although the curriculum will start with a focus on English and maths skills, we will be moving towards our broad curriculum within the first few weeks back. Teachers will look at what has been missed during the summer term across the wider curriculum and we will make changes to ensure that the key skills and knowledge is taught in each subject area.

We will encourage children to learn basic skills through online resources including a continuation of Mathletics and SpellingShed.

We will resume marking and feedback but retain an emphasis on oral feedback in class.

We can only gain an understanding of the extent of catch up that is required once all of the children return in September.

Risk Assessments



We have been working on a risk assessment in advance of September. This has been published on our website and will give further details of the considerations that have been made in preparing for a full, safe return.

Risk Assessment - <http://www.moorhall.bham.sch.uk/correspondence>

We ask for your support as part of the plan to reduce risk. Please can you ensure that drop off times are strictly adhered to so that we can avoid any cross over on site. We would like you to emphasise with your child the importance of staying safe and maintaining the best distance that they can from others. Please continue to work on good hygiene processes at home.

Children should continue to bring only a minimum amount of items into school. Stationary can be left in school.

We will continue to ensure good personal hygiene

Children will be reminded of all of the rules when they return in September

Illness

If your child will be absent from school due to an accident/illness, please call the school office as soon as possible on 0121 675 3966 and choose 'Option 1'. Your message must include: -

- Your child's name
- Your child's class / teacher
- The reason for absence – this **must** be the type of illness not just 'ill', 'unwell' or 'sick'

If someone has symptoms

Any child who has coronavirus (COVID-19) symptoms, have tested positive in the last 10 days or who have someone in their household who does, must not attend school.

If anyone in the school becomes unwell with a new and persistent cough or a high temperature, or has a loss of or change in, their normal sense of taste or smell (anosmia), they will be sent home and advised to follow [guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#), which sets out that they should self-isolate for at least 10 days and should [arrange to have a test](#) to see if they have coronavirus (COVID-19).

Parents must get a test as quickly as is possible and inform us immediately of the results of the test.

If there is a confirmed case of coronavirus

If someone has tested positive we will contact our [local health protection team](#). This team will also contact us if they become aware that someone at your school has tested positive.

The team will carry out a rapid risk assessment to confirm who has been in close contact with the person when they were infectious, and make sure they are asked to self-isolate.

If there is a possible outbreak

If there are 2 or more cases within 14 days, or an overall rise in sickness absence where coronavirus is suspected, we will with our local health protection team to decide if additional action is needed.

Further information is published on our website. Our email is checked daily, but any urgent messages should be phoned into school.



Moorhens

Moorhens will be open at the following times –

Session 1.	7.30 - start of school.
Session 2	End of school until 4.40
Session 3	4.40 - 5.30

Session prices will remain equivalent across sessions, especially as the last session, although shorter, is premium time.

The children in Moorhens will be organised into spaces according to their pods. Separate information about Moorhens, including booking and pricing, will follow.

Children will remain in their pods with a designated member of staff in a specific area of school. They will also have a designated outdoor area to avoid mixing.

We are unable to offer sports clubs at this moment.

Attendance

In September we are expecting that all children will return to school. We will therefore apply our attendance policy. Attendance has always been important but with the extent of loss of school hours it has become critical that children have the highest levels of attendance possible.

Our Attendance Policy can be found on our website:

http://www.moorhall.bham.sch.uk/assets/uploaded/downloads/Attendance_Policy_Nov_18_New_format_June_2020.pdf

A request for Absence during term time must be made to the Headteacher, using the form on our school website:

<http://www.moorhall.bham.sch.uk/useful-school-forms>

Parents should complete the 'Reason for request for absence during term time' section stating why they are removing their child during term time. This will be submitted to the Headteacher/ Deputy Headteacher. Only exceptional circumstances will be authorised. Please be aware that unauthorised holidays can result in a fine.

If a child is absent from school because they are having to isolate, we will support with activities that can be done at home.

Remote learning

Should we face a lockdown situation we would revert to remote learning practices. All children in KS2 should be able to access their school email account. New account information will be sent to all children from Y2 upwards during the start of the Autumn Term.



School Meals/Lunch arrangements for September 2020

School meals will be served in the dining hall. Children will be seated in zones. The zones will be cleaned after each sitting. Children's lunchtimes will be staggered, so some children will eat slightly earlier and others slightly later. The first sitting will be for EYFS and KS1, the second for KS2.

Parents will be able to choose sandwiches but we would rather there was an uptake for meals, especially in KS1 where they hot meals are free to all children.

Free School Meals

If you are a parent or carer and receive any of the benefits below, then your child may be eligible for free school meals:

- Universal credit
- Income support
- Income-based job seekers allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- Child tax credit
- The guaranteed element of state pension credit
- Income related employment and support allowance
- Working tax credit run on – paid for 4 weeks after you stop qualifying for working tax credit

We anticipate that as a result of the pandemic, family circumstances may temporarily change. Please contact if you think your child would qualify for free school meals. If your child is eligible for free school meals, the school will also receive extra funding from the government to use in support of teaching and learning (pupil premium – see the section on the school website under parents, pupil premium).

<http://www.moorhall.bham.sch.uk/pupil-premium>

There is a simple form on the school website which can be used to find out if your child is eligible for free school meals. There is also a parent/carer user guide to take you through the process.

<http://www.moorhall.bham.sch.uk/school-meals>

If your child is eligible for free school meals, the school will also receive extra funding from the government to use in support of teaching and learning. In the past, this funding has been used by families towards residential trips, music tuition and after school care costs.

Pastoral Support

We are aware that the lockdown has been a difficult time for many of us, including our pupils. It's also difficult to start at a new school under such strange circumstances.

Please let us know if you think your children might need extra support when starting at our school, such as if they feel anxious about coming in or they're experiencing bereavement. You can get in touch with Mrs Curwen (pastoralmanager@moorhall.bham.sch.uk) to do this.

Our current plans to support your children's wellbeing during this time are:

- Transition period of time with present class teacher, including activities to support emotional wellbeing



- Contact with school through emails, class emails, Teams and phone contact.
- Publishing support information on school's website