



Parental Information COVID-19 Return

We have prepared information about the safe return to school in the form of FAQs (FAQ (Frequently Asked Questions)). This information was prepared in consultation with the Parent Council before John Swinney (Deputy First Minister) announced on Tuesday 23rd June 2020 that it is hoped all children will return full-time from August.

As we are in a fast changing situation, therefore our decisions, processes and procedures may change in line with National and South Lanarkshire guidelines when the Deputy First Minister's final decision/announcement on the re-opening of schools, his announcement is expected on 30th July.

Where there are issues specific to your child, please relay any questions through the school office.

Should my child wear his/her school uniform?

- Yes, all children should wear full school uniform including the school tie.
- We ask parents to regularly wash all items, including the tie.
- Blazers can be worn this is a matter of parental choice/preference.
- Children can wear a jacket, but this should be appropriate for the weather.
- Hoodies, leggings and trainers are not part of our school uniform.
- On PE days, the tie should only be worn if your child can take this off and put it on without adult help.

Should my child wear school shoes?

- Yes, all children should wear school shoes.
- We ask parents to ensure children can take off and put on their shoes independently, please consider whether or not your child can fasten buckles and toes shoes laces without adult assistance.
- Other than for PE, children will not be changing into gym shoes indoors, so it is important his/her shoes are comfortable. This change was being made regardless of COVID-10 as we find that it disrupts learning time. Children change shoes 6 times a day, at the infant stages and where children find this tricky it can use almost an hour of learning time each day.
- Trainers and canvas shoes such as Converse are not part of the uniform.
- In exceptional circumstances such as shoes/socks becoming wet children will be able to change into gym shoes indoors.

Can my child bring a school bag?

- Yes, we feel that a school bag is part of a child's identify, choosing a school bag is often an exciting thing for children.
- We encourage parents to help children choose a bag that is not overly big. An A4 jotter/book is likely to be the largest things your child would vary to and from school which might help when making choices.

Some schools are saying children cannot bring pencil cases, what about High Mill?

- We know that choosing a pencil case is often very important to children and the style/design they choose often represents their interests and are happy for children bring a pencil case to school.
- Pencil cases remain in school to reduce the number of items being carried from home to school and vice-versa. Please keep a few items of stationery at home for any blended learning (learning at home) and for any homework.
- We are providing all the materials/resources your child will need in school so please do not worry if he/she does not have a pencil case.
- Please contact the school office if you require support with accessing stationery items for home use.

My child usually has a packed lunch, what should he/she bring this in?

- While we are keen to reduce the number of items being brought to school, we are happy for children to bring a packed lunch box.
- We ask that the box including any drink can fit inside your child's school bag to help reduce the number of items lying loose around school.
- A paper bag or carrier bag can also be used as an alternative as this will enable packed lunches to fit in school bags.

Other schools have said children should not bring a water bottle, what will happen at High Mill?

- It is essential for good health that children continue to have free access to drinking water throughout the school day.
- The water fountain will be cleaned during the day as part of enhanced cleaning routines implemented by South Lanarkshire Facilities Department.
- Children should bring a filled water bottle to school each day, this will reduce the number of trips out of class to re-fill. Please ensure this, and all other items, are labelled with your child's name.
- Water bottles should be taken home at the end of the day where they are washed. These should be re-filled the next morning before children come to school.

Where will my child store their jacket and bag etc.?

- Your child's jacket and school bag (with any packed lunch inside) will be hung on your child's peg in the cloakroom.
- Packed lunches will be taken out of bags when your child is going for lunch and empty bags/boxes will be placed back in school bags when your child finishes his/her lunch.
- Gym shoes will be stored in your child's shoes box, this will be for their use only. This is where school shoes will be stored during PE times.

How will my child enter/leave school at the beginning and end of each day?

Morning

- All children will enter the playground through the pupil gate.
- A member of staff (ordinarily the janitor) will supervise the gate from 8:45am.
- Parents should 'drop and go' from 8:45am. There is no adult supervision before 8:45am, and we will be unable to ensure your child maintains social distance. There is limited space outside the gate which does not easily support social/physical distancing between families or sets of parents. Please do not linger. All signage should be followed including any markers on the pavement.
- Children will 'drift' into their classroom when dropped off, a Support Assistant will supervise each class.
- P.2/1, P.3/2, P.6/5 and P.7/6 will enter the building through the playground door directly into their classroom. P.4/3 will enter through the main pupil door and access their class from the corridor.
- Children will be washing their hands as they enter, the child sitting closest to the classroom sink/sanitising station will enter last, **you will be told in advance if this is your child.**
- Do not park in the drop-off zone unnecessarily. The parking spaces may be closed to give additional space for waiting adults to stand.
- Please do not be offended if a member of staff asks you to move on once your child has entered the playground.

End of the Day

- A member of staff will supervise the gate from 2:45pm, both sides of the gate being opened. Classes will be released in waves:
 - P.2/1 at 2:45pm (*P.1 will be released first*)
 - P.3/2 children at 2:50pm
 - P.4/3 children at 2:55pm
 - P.6/5 children at 2:58pm
 - P.7/6 children at 3pm
- Children will be washing their hands before leaving, the child sitting closest to the classroom sink/sanitising station will leave first, **you will be told in advance if this is your child.**
- *The adult supervising the gate will radio the teachers to release two children at a time based on which parents are present. When collecting a family, all children will be released at the time for the youngest child. This will quickly reduce the number waiting adults.*
- Children who are walking home alone/in sibling groups **will be released until 3pm.**
- There may be markers painted on the ground showing parents where to wait and other markers painted immediately outside the gate to keep space for 2 adults to collect their children when they are released.
- Please do not linger. All signage should be followed including any markers on the pavement.
- If using the car, please do not arrive before your youngest child's exit time. Do not park in the drop-off zone unnecessarily.
- Please do not be offended if a member of staff asks you to move on once your child has left the playground.

Please ensure your child knows if an adult is collecting him/her from school or if they are walking home alone. It is essential that your child knows who is collecting him/her and where they will be waiting. This will help ensure a safe, smooth and speedy exit.

Is the breakfast club running?

- No, we have been advised that there will be not be a Breakfast Club.

How is my child's class organised?

All staff are fully implementing South Lanarkshire Safe System of Work and adhering to a comprehensive Risk Assessment developed for the school.

- Class room furniture has been re-arranged following 2m distancing guidelines.
- In most class almost all children will be seated in L shape pairs of T shaped pods.
- A few children will be seated at a single table.
- Where siblings are in the same class, the children will be seated together.
- Each child has a personal tray, which he/she will collect from a unit each morning. This will contain all the materials they need. This is where he/she will keep their pencil case and water bottle (during the day).
- Your child will put his/her tray into a unit at the end of each day to facilitate the cleaning programme.
- To limit movement around the building, a one-way system will operate. This will be modelled for children.
- The traditional 'classroom helpers' jobs look different this is to limit the number of people moving around the school e.g. registers will be collected from classes rather than a 'messenger' taking this to the office.
- Class room and internal doors (excluding toilets) will be wedge open limit the use of 'touch points' e.g. door handles/door plates.
- Classroom windows will be kept open.
- At this time there will be no weekly assemblies in the hall and no class showcases/assemblies will be arranged until further notice.
- The fresh air circulation system will be on at all times to increase ventilation.

Further information about class routines and any blended learning will be issued in August.

Can my child still go to the toilet when they need to?

- Children will continue to be able to use the toilets as needed.
- The toilets have been measured and 2 children can use each set of pupil toilets at any time.
- Some cubicles, urinals and sinks have been taped off.
- A 'Toilet Token' has been introduced.
 - Children will keep this in their tray.
 - When using the toilet will take their token with them and display it on the door.
 - This shows how many people are using the toilet and indicates whether or not someone has to wait or if they can enter.
 - The token contains your child's class and a separate colour for boys and girls has been used. Your child's name is not on their token.
 - When finished, your child will remove their token and take it back to class with them.
- At play time, a member of staff will monitor the usage of the toilets.
- Toilet paper, soap and paper towels will be replenished regularly by the janitor.

Can children still go out to play?

- To support children in developing an understanding of social/physical distancing, there will be two play times.
- P.2/1, P.3/2, P.6/5 and P.7/6 will exit/enter the building through the playground door directly into their classroom. P.4/3 will enter through the main pupil door and access their class from the corridor.
- There will be signage displayed and teachers will work with children on what each sign means.
- Support staff will assist the children by offering prompts, reminders and intervening in play.
- Once children are more familiar, this will be reviewed. P.2/1 and P.3/2 (approximately 20 children) will share a play time and P.4/3, P.6/5 and P.7/6 (approximately 30 children) will share a play time.
- Under the blended learning model, there will be 48 children in the playground when all classes are out together.
- The times for these are to be arranged as this will depend on final pupil numbers and on the allocation of support staff we have in August 2020.

How will lunch time look? (including Home Lunches)

- There will be a choice menu in the normal way, will share this with parents in August.
- An adult will ask your child their choice and then enter it into the computer.
- Children will have lunches in their classroom, Catering and Facilities staff will clean tables after eating.
- These will be delivered by Catering staff.
- Similarly, to play time, outdoor play over lunch time will be staggered.
- Packed lunch bags/boxes will remain in school bags until just prior to eating and empty bags/boxes returned to schoolbags before children go outside.
- All home lunches regardless of class, will be 12:15pm-1pm, this is our normal lunch time.

Will the children still have PE?

- PE will be outdoors, using the playground.
- Children should have their PE kit to change into (parents will be notified of PE days). This is ordinarily shorts (black preferably), t-shirt (preferably white) and gym shoes.
- Lessons will be planned to adhere to guidance around physical activity and sport.
- As PE will be outdoors, parents should check the weather forecast as children may require tracksuit trousers, a sweatshirt/fleece and trainers as an alternative kit. Other than in extreme weather, PE will go ahead.

When and how will the school be cleaned?

- An enhanced cleaning programme has been developed by South Lanarkshire Council.
- In addition to the daily cleaning and weekly deep cleaning, there is periodic cleaning of key area pupil day.

What is the handwashing/hand sanitising routine?

- Children will wash hands at the following times:
 - entering and leaving the building e.g. morning, play time, lunch time and end of day
 - before and after eating
 - before and after using the toilet
 - times when entering/leaving the class
 - after coughing/sneezing - new lidded bins have been supplied for disposing tissues
- Hand sanitising stations have been placed around the school as an additional measure.
- Staff and visitors/contractors sanitise their hands when entering and leaving the building.

Will there be toothbrushing in school?

- There will be no toothbrushing in school until further notice.

Will the way you communicate change, and can we visit the school?

- We will be issuing letters, newsletters etc. through email and the school app. Parents who do not have an email address will be able to request paper-based communication
- Only documents requiring completion e.g. medical information, parental consent will be issued in paper format.
- We will not be accepting visitors. Please phone or email the school office with any enquiries (the Head Teacher is often out of school for meetings and by emailing the office for a general enquiry ensure it can be dealt with as soon as possible).
- Do not come into the school building, including the foyer) unless this has been arranged in advance.
- Any requests for meetings will be passed to the Head Teacher.
- Meetings will be held online using Google Meet, we will gather up to date email addresses from all parents in August.

What happens if my child is hurt or feels unwell?

- The usual arrangements for children requiring First Aid or who feel unwell remain in place.
- Staff providing First Aid will wear PPE.
- The shared meeting room in the foyer has been set aside as an isolation room for anyone showing symptoms of COVID-19. Children will remain there until they can be collected.
- Anyone with symptoms of COVID-19 should not enter the school.