

Letter from Karen Brown, Depute Head: Early Years

Monday 3rd August 2020

Dear Parent/Carer,

We are delighted to be reopening for pupils again on Thursday 13th August and I wanted to take the opportunity to update you on some of the measures we have put specifically put in place for our youngest children in our Kindergarten.

We have been following very closely all the announcements and Government guidance over the last months and following the First Ministers announcement last Thursday we will be fully open for all registered pupils.

<https://www.gov.scot/publications/coronavirus-covid-19-guidance-on-reopening-early-learning-and-childcare-services/>

In line with this guidance our Kindergarten will operate in one bubble which will allow all children to access materials and areas available. They will still also spend significant times within their Keyworker groups as well as ensuring significant time outside on a daily basis.

The Headmasters letter has already detailed many of the overarching points we have in place across the school but there are some logistical changes regarding Kindergarten you should be aware of and these are detailed below.

Cleaning

- Toys and equipment in all areas will be cleaned regularly throughout the day and we will have a cleaning schedule on display that will be checked and signed
- We have enhanced hand hygiene measures in place and all children will be supervised while hand washing and this will be reinforced by staff on a regular basis.

Drop off and Pick up

- Our drop off and pick up will be in our 'Outdoor Reception' at the entrance into Kindergarten. We ask that one adult per child to drop off and pick up and social distancing to be adhered to
- On the first day only, there will be a staggered drop off to allow each Keyworker group time together. Details to follow shortly
- On subsequent days children should be dropped off between 8.30-9am following staff direction and 2 metre social distancing
- Please use the 2 metre social distance makers and one way system on the stairs of Mercy Passage while waiting
- Only staff and children are allowed into our Kindergarten building at this time, however, if you child needs time to settle we can allow the parent/carer and a staff member into the garden area until the child feels calm and happy to join the others
- On arrival, a staff member will sign the child in and ask for a name and time of collection. This is vital for our 'Track and Trace' procedure
- No toys from home should be brought into the Kindergarten. If your child requires a transitional object as a comforter, please discuss this with staff so that we can support your child as they settle.
- Pick up can be from 2.45-4.30pm as we are aware that this may need to accommodate other pupils in other areas across the school

Daily Procedures

- With regards movement within Kindergarten, we have a one-way system in place, signage and markings will be displayed throughout
- The children will be outdoors as much as possible each day – It is vital that you ensure your child is dressed appropriately every day with an outdoor coat that has a hood and suitable footwear for wet weather.
- There will be no movement between school buildings
- As with all young children, accidents can happen and, should the need arise and we require to change your child, a full spare change of clothes needs to be available in their bag
- With the layout of the setting changing and entry and exit points altered, evacuation procedures have been revised
- To ensure mealtimes are relaxed and enjoyable where children can socialise, practical approaches by staff will prevent the spread and control of infection and space between table settings will be increased. Children will be eat in their Keyworker groups
- Each child should bring a packed lunch daily. It should include 2 snacks and a lunch. We will provide your child with milk and water throughout the day. Packed lunches should be placed in the designated area and we will clean them before we take into the setting. A hard plastic box packed lunch is ideal for cleaning purposes, however, not essential
- As guideline recommend limiting the movement of staff between different settings, Specialist teachers will deliver their classes on line to the Kindergarten and Mrs Daly will lead the children in their PE sessions

After School Care

At this time, After Care is only available after 4.30pm, for the families of category one keyworkers who are registered to use our After School Care Facility. This will be provided for Kindergarten in the same building until 6pm and therefore pick up procedures will be as outlined above.

Face Covering

As Mr Bartlett has already outlined face coverings are not required for most children, specifically not for children under 5 years of age, or adults (those clinically advised to wear a covering would be an exception) and will not be used within the Kindergarten.

However, our staff may require to use face coverings at the reception area as during drop off it may become difficult to maintain 2 metres distance from other adults as children are being received into the setting. Some children may need additional support/reassurance about the reasons for adults wearing face coverings.

If your child feels ill during the school day

As Mr Barlett has outlined we have 2 nurses on duty who can be called upon should concerns arise. The isolation area for Kindergarten children is within the Kindergarten building and a member of Kindergarten Staff will remain with the child until collected. Staff in this instance will be require to wear PPE for protection.

Communication

Communication is an integral part Early Years development and while we can't presently have face to face meetings with parents, we would like to still ensure clear lines of communication are available, through emails, phone calls, photographs etc. Parent workshops will also be



delivered online to allow opportunity to meet the staff, explain our curriculum and answer any questions.

We are aware that this has been a very challenging time for all families and we will endeavor to do our best to support everyone as we move forward together. Please note that as part of the pastoral team I am available should you need to get in touch.

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Thank you and I look forward to seeing you all next week.

Kindest regards

Karen Brown

Depute Early Years