

THE ROCHE SCHOOL

Principals:

Carmen Roche, BA.
James Roche, BSc. PhD

Head Teacher:

Vania Adams BA, MA, PGCE.

Head of Nursery Schools:

Gabriella Emery, BA. Mont.Dip

The Roche Nursery School:

KESWICK HOUSE
42 KESWICK ROAD
LONDON SW15 2JE

Telephone: 020 8704 4857

E-mail: keswick@therocheschool.com

Dear Parents

Arrangements for returning to Keswick House Nursery on 10th September 2020

We hope that the summer months have been enjoyable with the gradual ease of restrictions and that reunions with any family members and friends have also been enjoyed.

We are looking forward to welcoming your children back to school from 10th September and welcoming all our new children to Keswick House too. Since the end of summer term we have continued to plan how we can safely welcome all children and staff back to full time education which has involved carefully revising our risk assessment to accommodate a safe and full return for the coming term. This does mean that a period of time Keswick House will continue to run differently to how it was before Coronavirus as safety has to be our priority. However, we will continue to monitor and review any measures as appropriate.

Arrival at school

For new children please refer to your start letter for your specific time slot on your child's first day.

During the settling in period and until instructed otherwise by the school only one parent may accompany and deliver their child to the outside of their classroom door. Parents of children in the Upper Nursery will be notified who their child's Upper Nursery teacher will be on 7th September so that you can prepare them in advance as to where their new classroom will be. All Lower Nursery classes are in the Lower Nursery main classroom.

Parents are requested not to enter the school building during the morning drop off but to leave their child with a member of staff who will greet them. Please remember the classroom will be full of exciting activities to distract them as we expect many children to be apprehensive!

Parents and staff are asked not to use public transport if at all possible.

Parents are also kindly requested to maintain social distancing from other parents at all times and when speaking to staff.

Please do not gather or remain at the school gates after drop off. New children can be collected earlier during the first few days as for some an entire morning may be too long initially. Mrs Lisa will advise you. Start packs should also have been returned by now as staff will use this information to plan for your child especially during the first few days.

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Arrival times for different groups will be staggered to minimise contact on entry as outlined below.

Class	Arrival time	Location
Miss Kerry's Upper Nursery Class	8.45 a.m.	Side gate
Miss Jacquie's Upper Nursery Class	8.50 a.m.	Side gate
Miss Emma's Upper Nursery Class	8.55 a.m.	Side gate
Lower Nursery	9.05 a.m. to 9.15 a.m.	Side gate

We must emphasise the importance of parents maintaining social distancing as you can appreciate it will be quite challenging to receive potentially hesitant children into class until their confidence grows. Talk to them positively about starting school and if they do not initially want to wear the Nursery uniform please do not 'force' them. We will get there in the end!

Children will be in class bubbles namely a Lower Nursery bubble and Upper Nursery bubble. Children will have their own allocated outdoor areas and times for learning and play, but will be based with their bubble for everything.

Morning snack times

Named cups will be available and distributed and children may bring a healthy snack in a disposable bag which will be kept in their personal drawers. If a child were to forget their snack we will be able to offer a school biscuit. No water bottles will be permitted. Our reasoning for this is that children often mix water bottles up at school even if named. Water is available throughout the sessions.

Lunches

Lunches will take place in their bubbles and lunch playtimes will be a mixture of outside and indoor play although the preference is for outdoor play when the weather permits this. Upper Nursery and Lower Nursery children will not mix and therefore will eat lunch in separate areas.

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Dance

This subject will take place in timetabled slots with the specialist teacher maintaining social distancing. We believe that these activities are important for the child's health and well-being. Dance lessons will take place in their allocated areas.

Forest School sessions will involve a staggered start later in the term, especially as children are new to the school. Forest school information and the enhanced revised Forest School risk assessment will be on our website once sessions start up.

End of Day

There will be no after school clubs classes available as we will not be mixing Lower and Upper Nursery bubbles. We will review after-school support and re-instate it as soon as we can confidently do so based on Government guidance.

All dismissals will take place in the school garden at allocated times (please see plan) and we ask parents again to adhere to social distancing rules. To avoid contact between 'bubbles', all children will be required to be collected promptly at their collection time. Any uncollected child should wait in their allocated classroom.

Brief feedback will be given if applicable but staff will be using Tapestry to make comments, observations and set weekly targets for your child. Please ensure that you have read the Tapestry policy in your start pack. Emails can also be exchanged by arrangement. It is important to keep all channels of communication open.

Please see below dismissal times:

Class	Time	Location
Lower Nursery	Midday	Lower Nursery Back door
Lower Nursery	Afternoon collection 3.00 p.m.	Lower Nursery Back door
Upper Nursery	Midday	Miss Jackie's classroom/garden weather permitting
Upper Nursery	Afternoon collection 2.55 p.m.	Middle Hall Back door

We apologise if the staggered times cause any inconvenience but we hope this will be temporary.

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Measures to ensure safety and minimise risk

The arrangements outlined below ensure that contact outside any group is minimised:

During the school day, Lower Nursery children should not have contact with children from the Upper Nursery.

The bubble system is the basis of the Government's guidance to limit transmission. Playtimes, lunches and arrivals/dismissals are still staggered to minimise contact between core bubbles.

Children will have playtimes in their bubbles which means that Lower and Upper Nursery will play separately.

Lunch will be a packed lunch as per usual and please avoid sending in Tupperware. Place your child's lunch in a disposable bag (named). If your child struggles to eat packed lunch food e.g. sandwiches or has dietary needs, please contact Mrs Lisa and where agreed by the school send in a hot food flask in a disposable bag with a spoon or fork.

Children's toys and equipment will be allocated for their own bubble and not shared with other core groups. Key resources that need to be shared within bubbles will be cleaned regularly and left for 72hrs before being reused.

All fabric and malleable toys and soft furnishings will be removed.

The red school bags (as they can be wiped down) may be brought to school although the restrictions on children bringing in and returning home objects remain as last term and is not allowed. We understand that this may be upsetting for children but please prepare them from now and explain that their school will also have special and exciting toys.

The only items allowed are a snack in a labelled disposable bag (no small plastic containers and pots), personal medicines if required to be handed in, lunch in a disposable bag where applicable and a shoe bag containing nappies, spare clothes including wipes, socks and underwear. Please note that if you wish to drop shoe bags off you may do so from Monday 7th September so it is already on your child's peg ahead of their first day. We encourage all parents to do this. If your child stays for lunch we ask parents to purchase a child sized yoga mat for rest time as these mats can be easily cleaned; pillows are not permissible at present. We must stress the yoga mat must be small and named. If it is unnamed the school will name it on the first day and if it is not child sized the school will need to cut it accordingly as storage and space are limited.

Please apply sun cream on sunny days before the children come to school.

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Water and milk will be provided by the school. We shall not accept donations of fruit for the time being but to encourage healthy eating discuss with your child which fruit they would like to bring in for their individual morning snack.

Children's Hygiene

Before going to a new classroom or after being outside or on arriving at school, children will use anti-bacterial gel. Anti-bacterial gel dispensers have been installed on walls in key locations around the school and there will be anti-bacterial gel in every classroom. Sinks are also available in each classroom.

Toilets will not be shared by different bubbles.

Whilst we understand temperature checks may be viewed as inaccurate we kindly ask you to check your child's temperature each day. We ask this as in our experience it is often the case that very young children appear fine and cannot always express how they are feeling even if they feel hot. Please be vigilant.

Snuffle stations will be set up in each classroom with lidded bins to dispose of tissues 'catch it, kill it, bin it'

Signage around the school will encourage children to wash their hands (20 second rule) and catch their sneezes. The teachers will continue to teach these 'rules' in a fun and appropriate way.

If children or staff come to school wearing a facemask we ask that it is removed (by using the straps only) before entering the building. Specific bins will be provided for disposal of masks or reusable masks should be placed in a suitable plastic bag.

Children may not bring personal items from home unless approved by the class teacher as being specifically for their wellbeing e.g. a "fiddle" toy that may aid concentration in class.

Clean clothes should be worn every day. Occasional mufti days will be announced.

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Cleaning

Teachers and Teaching Assistants will be provided with anti-bacterial spray and will be expected to wipe down tables and class door handles as and when necessary during their class session. Loo and flush handles will also be cleaned throughout the day.

Enhanced cleaning has been organised and at midday loos and frequently touched areas will be sanitised. This is in addition to the usual after-school cleaning process.

Guidance on illness in school

No children will be allowed to come to school with symptoms of any viral infection including colds, temperatures and coughs.

If a child shows symptoms in school, a member of staff wearing PPE will take him/her to a designated area for self-isolation which will be well-ventilated and the child's parents will be called to collect them.

Immediate testing of the child will be required, arranged by the parents.

If the child tests positive then the local health authority will be informed and a decision will be made on the self-isolation of those pupils and staff who have come into close contact with the child who has tested positive. This also applies to staff who test positive.

There will be qualified First Aid members of staff on duty each day. They will treat any injury or illness of a child using PPE.

If a member of staff becomes ill and can leave the building unaided, they should do so immediately. If this is not possible, they should wait in the designated area until they can be collected to go home.

Staff and children should avoid where possible attending different settings.

Staff

Staff may only use the staff room for the making of drinks and preparing food. They must wipe down with anti-bacterial wipes or spray any areas they have used. They may not sit down with staff to eat at the main table. We recommend that lunch is eaten either in a classroom or outside away from people.

There is no requirement to use face masks in schools for under 5's as per government directives. However, face masks are available and can be used by staff if they wish and when conducting personal care in the Nursery.

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Staff must ensure social distancing between themselves. Staff should avoid contact with staff members from other bubbles where at all possible with the exception of specialist teachers, who teach across both groups with protective measures in place, and organisational discussions with the Senior Leadership team.

In an emergency a member of staff may need to assist another bubble following the necessary protective measures.

Staff to use anti-bacterial gel or wash hands whenever moving to a new room in the school.

Parents may not enter the school. There will be no face-to-face parent teacher meetings but if you would like to discuss anything you can arrange a Zoom meeting or telephone call with your child's teacher. Simple arrangements can be relayed on pick up but the parent must remain socially distanced. Mrs Gabriella and Mrs Lisa are also available via Zoom or by telephone in order to discuss any of your concerns.

We are looking forward to the new term and offering the children an environment full of new experiences.

Best wishes

Mrs Gabriella

[Mrs Gabriella Emery](#)

[Head of Nursery Schools](#)

[The Roche School](#)