 **Check In Sessions (15th June 2020)**

**Key organisational points**

When considering the organisation, we have taken account of current guidance from WG, Powys and PHW. Organisation may need to alter if guidance a changes over the coming weeks. A full coronavirus risk assessment has been completed.

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| **Cohort ‘bubbles’** | * Each child will be given the opportunity to attend one day per week for each of the 4 weeks. * Family groups will be accommodated on the same day. * All other children will be allocated a day to attend. * Parents will be informed individually, to avoid GDPR issues, about the day their child can attend for their check in session each week. This day will remain the same on each of the 4 weeks. * At all times, children will remain in the same group with the same staff each week to avoid cross contamination. * All cohort bubbles will be with the same member of staff during the day. Where possible, this will be their class teacher. Where that is not viable, the same member of staff will remain with the cohort over the 4 weeks as far as possible. |
| **Medical information** | * Children with shielding letters or living with someone with a shielding letter must not attend school. * Public Health Wales guidelines will be followed for all vulnerable groups. If you are unsure if your child should attend, please follow the advice in the guidelines. <https://gov.wales/guidance-shielding-and-protecting-people-defined-medical-grounds-extremely-vulnerable-coronavirus-0> * All parents will be required to sign that their child is not showing any signs of COVID 19 as they enter school daily. * Any child showing symptoms will be immediately isolated (isolation room will be in the Teacher’s Centre) and will have to be collected from school immediately. |
| **Emergency Hub** | * As per Powys guidance, shared 12th June, only key worker and vulnerable children who have already accessed the hub will be able to attend. Additionally, children of education staff can now attend also. * All children must be booked in weekly using the Powys online booking in system. * The Hub will operate in the hall, and if needed, the ASC room. * The Hub will operate from 8.30 – 4.30 pm daily. * Hub children will integrate with their cohort group on one day of the week only to support their well -being and socialisation. On this day they will follow the cohort bubble routine regarding drop off and pick up to avoid cross transference. * The Hub will be staffed by TAs. |
| **Drop off/pick up** | * Staggered times, at 15 minute intervals. Different groups at different points – these will be shared before June 29th. * Only one adult to drop off/pick up * Should you arrive early, remain in your car until your allocated time slot to avoid groups forming. * Adhere to the social distancing when waiting to be allowed into school * No parents will enter the school with their children, except in exceptional circumstances. |
| **Food/drink** | * All children to bring in packed lunches and fruit for snacks. Lunch boxes will be wiped on arrival. No meals are being provided by Powys Catering. * All children to bring in their own water bottles. These will be wiped down on arrival. * All food will be consumed in their classrooms. |
| **Uniform**  Llanfaes CP School | * Uniform does not have to be worn. * All children must return to school daily in freshly washed clothes. When leaving school it is strongly advised that they remove their clothes and shower/bath in line with hygiene guidance to prevent transfer. |
| **Time in school** | * The ***focus is on pupil well being.*** * The day will NOT be like a typical school day * Activities will focus on checking in with staff, well-being and re settling them into the school environment * Many activities, weather permitting, will take place outside. This will also reduce transference. * One activity off the home learning menu will be undertaken in school during the day your child is present. * The home learning menu will be the same whether your child is attending the check in sessions or not. * Staff will continue to support home learning. * Break and lunchtimes will be staggered during the day. * The outside area will be delineated and access rotated for each cohort bubble and emergency hub children during the day to avoid cross contamination. * Each child will be provided with their own equipment pack which only they will use when in school * Children must not bring in unnecessary bags or toys. * There will be no Breakfast Club or After School Club provision for the 4 weeks. |

**Further information :-**

<https://gov.wales/coronavirus>

<https://gov.wales/education-ministers-message-all-school-staff-wales>

<https://phw.nhs.wales/topics/latest-information-on-novel-coronavirus-covid-19/>

<https://en.powys.gov.uk/coronavirus>

Please feel free to contact school via phone 01874 623326 or e mail [office@llanfaes.powys.sch.uk](mailto:office@llanfaes.powys.sch.uk) at any time as we appreciate there will be many individual scenarios and concerns which we are happy to discuss.

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| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| Emergency Hub 1 | Emergency Hub 1 | Emergency Hub 1 | Emergency Hub 1 | Emergency Hub 1 |
| Emergency Hub 2 | Emergency Hub 2 | Emergency Hub 2 | Emergency Hub 2 | Emergency Hub 2 |
| OY6 – Family group A | Y5 – | Y6 – Family Group B | Reception | Y6 – Family Group C |
| Y2 – | Y3 – | Y1- | Y2 – | Y3 – |
| Reception – | Y2 – | Y4 – | Y4 – | Reception –D |
| Y3 – | Y1 – | Y5 – | Y1 – | Y5 – |
|  |  |  |  | Y4 – |
| Camau Bach – | Camau Bach- | Camau Bach- | Camau Bach- | Camau Bach- |
| Little Stars – | Little Stars – | Little Stars – | Little Stars – | Little Stars – |