



## Working Together Agreement with Parents during Covid-19

This agreement sets out how Ardtona House School will work in partnership with families during this time.

### **Working together to implement public health guidelines:**

We have been working extremely hard to implement all of the public health guidelines. Staff have been trained and inducted and the necessary changes have been made in our school building. We will maintain a high standard of infection control with your help.

- Increased handwashing will take place throughout the day and extra handwashing facilities have been installed both outdoors and indoors.
- Hand sanitiser is available for adults only in every room in the school and will be kept out of reach of children.
- It is important that children with a temperature or any other symptoms of illness **DO NOT** come to school.
- We request that you wash your hands and your child's hands before you leave home every day and that you teach your child the importance of correct handwashing techniques as well as cough/sneeze etiquette.
- We will support children to wash their hands upon arrival each day and at numerous times throughout the day:
  - on arrival at school
  - before and after eating
  - after garden time
  - before going home
- Students will have their own individual stationery supplies (pencil, sharpener, eraser, colours, scissors, glue stick) in order to avoid sharing supplies.
- We have implemented staggered break/lunch times in order to avoid interaction between class pods.
- Children must have their lunch in a washable lunchbox and be advised that there is no sharing of food.

- We politely request that you do not enter the school building under any circumstances without prior arrangement. We need to minimise contact between adults so must insist that children are dropped off/picked up from the garden/front door only.
- We want to keep our children, teachers and families safe, so please do not enter the school building; please ring the doorbell at the red door and wait there for assistance from a member of staff.
- We politely request that only one parent drops off/picks up their child so as to minimise the number of people outside our school. Where possible, please walk/cycle/scoot to school.
- Please maintain social distance when outside our school and be respectful of other parents and Ardtona House School staff.

### **Communicating together:**

While our building may be closed to you as parents/guardians/visitors at the moment, our school thankfully remains open and working for you and for your children.

- Essential visitors/suppliers will have access to the school and will have to sign in/out in our visitor logbook to ensure contact tracing.
- We agree to keep in regular communication with families to let you know how things are going. We will ensure clear communication pathways are in place.
- We will take lots of photos of activities your child is engaged in and we will share the photos with you. (We will continue to follow our policy on use of cameras in the setting so please ensure your consent is up to date regarding social media and that we have the correct contact details for you.)
- We are still available to chat to you regarding any concerns or issues you may have. You can request a phone call or video chat with us and we will do our best to talk to you on that day or as soon as is possible when the children are not with us.
- The next few weeks will be periods of adjustment for all of us. Please share information with us about how your child(ren) are doing at home or any concerns you may have.
- We must limit the paper contact we have with parents so our contact will be via email/seesaw etc. so again please ensure we have your correct contact details.

### **Working together for children:**

As always in Ardtona House School, our priority are the boys and girls who we are lucky enough to teach. We have tried to keep things as familiar as possible for the children inside our school and want to keep it as normal as we can, whilst still following all necessary guidelines to keep everyone safe. Please let us know any concerns you have about your child(ren)'s well-being.

- We will be spending as much time as possible playing/learning outside and using our new 'den', story cushions and benches to facilitate outdoor teaching.
- Please ensure that your child(ren) have sun screen already applied before arrival and that they have suitable outdoor wear in case of unpredictable weather.
- We must request that children do not bring any toys, comforters etc. from home.
- We will be using child centred lessons to teach children about Covid-19 to offer them reassurance, understanding and awareness of the virus.

We appreciate and thank you for your understanding and cooperation during these unprecedented times.

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Child's Name

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Parent's Name

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Signature

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Emergency Contact Name & Phone Number

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Date