

Updated 20/10/2020

South Kensington primary School

Addendum to the Vademecum relating
to the welcoming of pupils back at the

Primary schools

September 2020

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INTRODUCTION

General framework

This addendum supplements the “Vademecum relating to the welcoming of pupils back at the Primary Schools - September 2020”. It describes the specific measures that have been adopted for the South Kensington Primary School:

- conditions of access to the school
- organisation of the pupils’ day at school
- specific features of the school spaces (buildings, playgrounds,...)

The measures that have been adopted will be monitored and will be amended if needed. Evaluation and adjustment are and will be the result of regular consultation with the various representatives of the school community. They will also depend on developments in the recommendations issued by local authorities.

The operating methods described in this addendum are drawn up from the recommendations transmitted by the British and French authorities, and in compliance with the framework defined by the AEFÉ for the *Etablissements en Gestion Directe* (“EGD”, the schools managed directly by the AEFÉ) and in particular the following texts:

- *Guidance for full opening: schools 7 August 2020*
- *Guidance: Face covering in school from 26 August 2020*
- *Coronavirus (COVID-19): implementing protective measures in education and childcare settings*
- *Vadémécum établissements (Agence pour l’Enseignement français à l’étranger)*

EDUCATIONAL ORGANISATION

Pupils will be welcomed in normal class sizes.

The classes of the school have been split in bubbles, by taking into account class levels and the geographical location of classrooms in the building.

- Bubble N°1 : PS – MSA – MSB
- Bubble N°2 : MS-GS – GS
- Bubble N°3 : CPA – CPB – CE1A – CE1B
- Bubble N°4 : CE2A – CE2B – CE2C
- Bubble N°5 : CM1A – CM1B – CM1C
- Bubble N°6 : CM2A – CM2B – CM2C

Lessons are taught from Monday to Friday on the basis of a volume of hours and a timetable that are in line with those set out in the school rules. However, in order to comply with local authorities' guidances, arrivals and dismissals will be staggered.

English lessons will be taught on site, primarily in the pupils' classroom.

ARRIVALS AND DISMISSALS

School arrivals

Pupils' arrival times may be modified following the findings of the school heads. Elected parents and teachers will be consulted.

In order to avoid any contact between pupils of different bubbles, there will be no breakfast club at the beginning of the school year.

Pupils will be welcomed at Gate A or Gate B, in successive time slots in accordance with the schedule on page 6.

Parents will drop off their child at the specified time. They will be asked to line up at the roundabout by order of arrival and to respect social distancing measures (floor markings), and to not remain at the roundabout after their child has been dropped off. Compliance with these provisions is essential for everyone's safety and the proper functioning of these procedures.

Arrival of *Petite Section* (PS) pupils: Parents of PS pupils can accompany their child to the threshold of the PS classroom, on condition that they do not have any COVID-19 symptoms, they wear a mask, and wash hands as soon as they enter the school. They will use the one-way traffic system that has been set up in the school. PS children will need to be dropped-off between 8.35am and 8.45am. Parents will need to have left the school via Gate A by 8.45am.

Arrival of MS and GS (*Moyenne section* and *Grande section* of *maternelle*)

At the beginning of the school year, when they arrive at school, *Moyenne Section* and *Grande Section* pupils will be welcomed at the school gate by their teacher and their class preschool assistant (*Asem*), will then wash hands and walk up to their classroom. This welcoming procedure may evolve later in the year.

Arrival of elementary school pupils

When they arrive at school, elementary school pupils will wash their hands, then they will line up while respecting social distancing measures in the place indicated for their class under the supervision of adults (supervisors, teachers). They will then go to their classroom with the teacher.

In the event of late arrival

The family will need to go to the lodge on the roundabout (Gate C) and ask that the person in charge of school life (*vie scolaire*) be called; such person will then pick up the child and take him/her to his/her classroom.

School dismissals

Pupils' dismissal times may be modified following the findings of the school heads. Elected parents and teachers will be consulted.

In order to avoid any contact between pupils of different bubbles, there will be no extracurricular activities after school at the beginning of the school year.

Pupils exit through different gates, to enable social distancing inside the school and outside, and pupils will exit at the staggered times indicated on the schedule page 6.

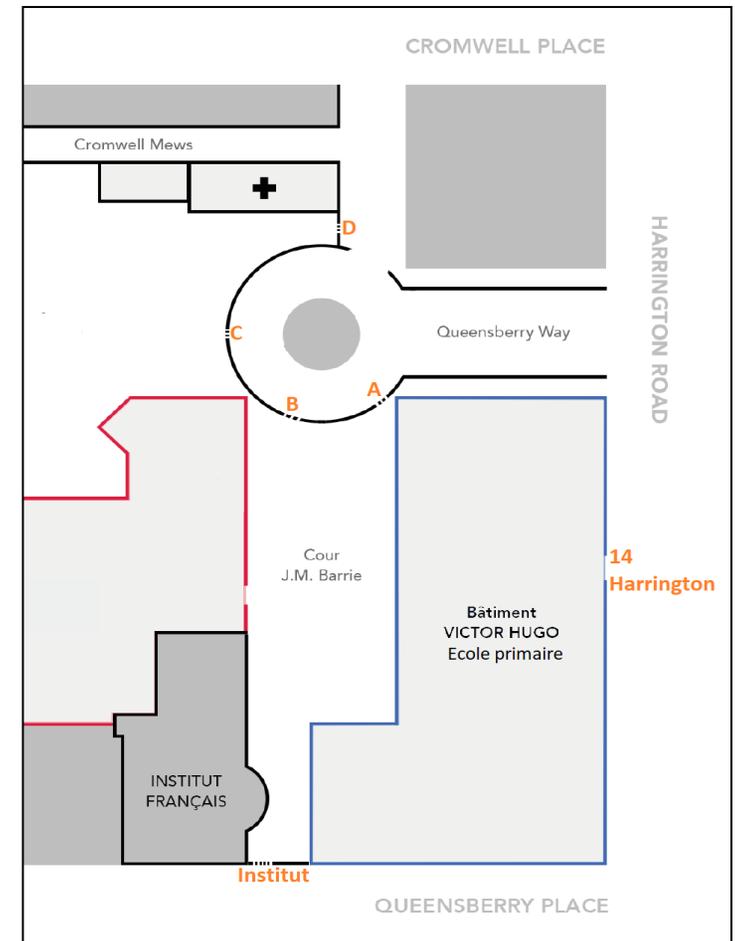
Parents will pick-up their child at the specified time. They will be asked to line up at the roundabout by order of arrival, to respect social distancing measures (floor markings). When the gate opens, parents in the line will introduce themselves one after the other to the teacher, who will call the child.

Parents are kindly asked to comply with the specific time slot allocated to their child's class, and to not remain at the roundabout after their child has been picked up. Compliance with these provisions is essential for everyone's safety and the proper functioning of these procedures.

It will not be possible to leave scooters and bikes inside the school.

Schedule for drop-offs and pick-ups

	Morning drop-off		After school pick-up		
	Time slot	Gate	Time Mon-Tue-Thu-Fri	Time Wed	Gate
PS	8.35 to 8.45am	A	3.20pm	12.20pm	14 Harrington
MSA	8.35 to 8.45am	A	3.20pm	12.30pm	A
MSB	8.35 to 8.45am	A	3.20pm	12.30pm	B
MS-GS	8.45 to 8.55am	A	3.35pm	12.30pm	14 Harrington
GS	8.45 to 8.55am	A	3.35pm	12.30pm	D
CPA-CPB	8.35 to 8.45am	B	3.25pm	12.45pm	C
CE1A-CE1B	8.35 to 8.45am	B	3.25pm	12.45pm	B
CE2A-CE2B- CE2C	8.45 to 8.55am	B	3.45pm	12.20pm	A
CM1A-CM1B- CM1C	8.45 to 8.55am	B	3.45pm	12.20pm	D
CM2A-CM2B- CM2C	8.45 to 8.55am	B	3.45pm	12.20pm	Mews



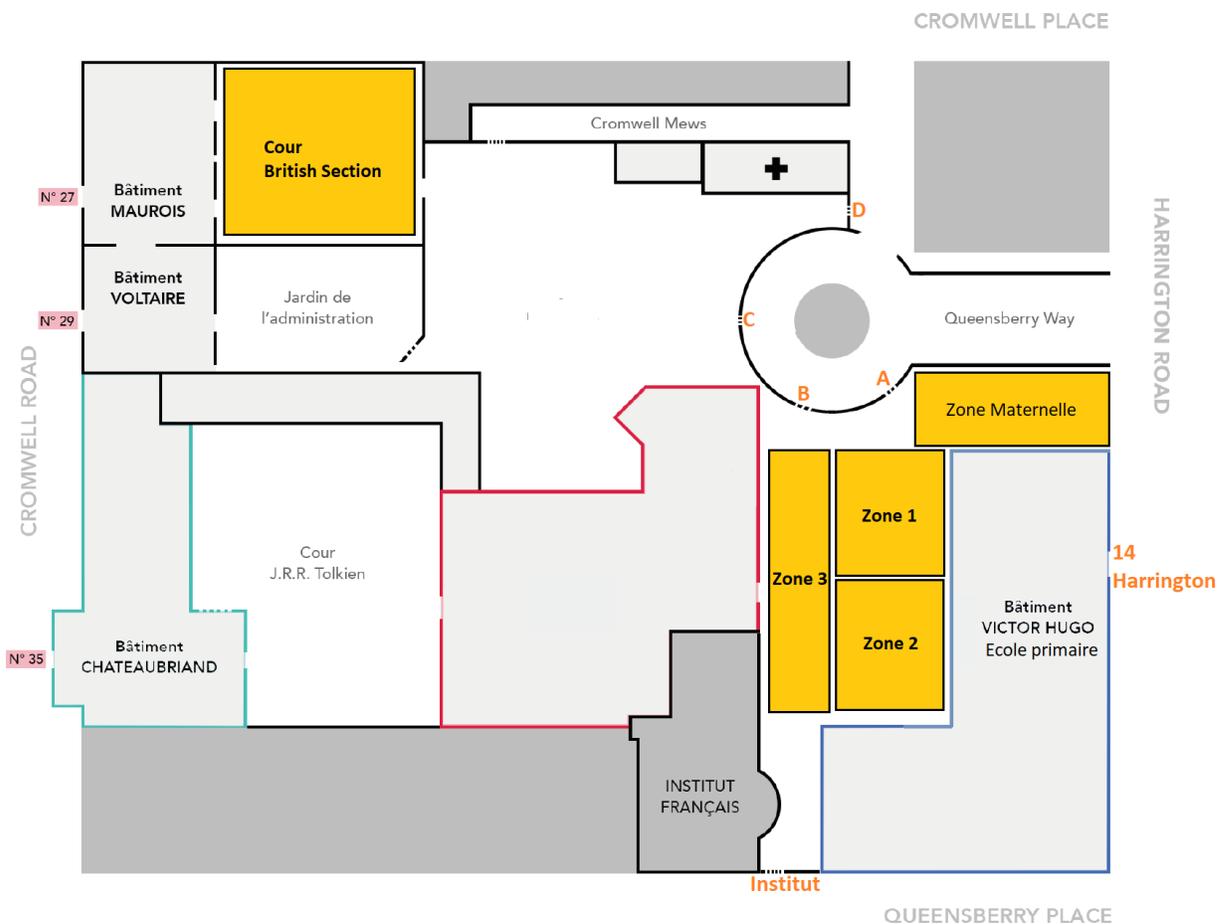
ORGANISATION OF SCHOOL LIFE

Break time adjustments

During break times, bubbles will not mix. Each bubble will have a designated time and a designated zone in the primary school playground or in the secondary school playground that will have been allocated to it, and the bubble will remain in this space under the supervision of the person who acts as referent for the class, their teacher or an educational supervisor.

Pupils will go to the toilet and will wash hands, always under the supervision of an adult, at the beginning and at the end of their break. If a child requests to go to the toilet outside of break time, he/she will be accompanied by an adult.

Map of zones



Break Time Schedule

Breaktime area	Breaktime area when it rains	Class	Morning break	Lunch break	Afternoon break
Maternelle Zone	Primary covered playgr.	PS	9.45am 10.00am	11.25am 12.25pm	2.30pm 2.45pm
Maternelle Zone	Primary covered playgr.	MS	10.00am 10.15am	11.25am 12.25pm	2.00pm 2.15pm
Zone 3 Primary playgr.	Primary covered playgr.	MS/GS and GS	10.15 am 10.30 am	11.25am 12.25pm	2.00 am 2.15 am
Primary playgr.	Primary covered playgr.	CP and CE1	10.35 am 10.50 am	12.05pm 12.55pm	13.55 pm 14.10 pm
Zone 1 of Primary	Primary covered playgr	CE2	9.55 am 10.10 am	10.15 am 10.30 am	9.55 am 10.10 am
Zone 2 of Primary	Primary covered playgr.	CM2	11.25 am 12.25 am	11.25 am 12.25 am	11.25 am 12.25 am
British Section Playgr.	Primary covered playgr.	CM1	14.15 pm 14.30 pm	14.35 pm 14.50 pm	14.15 pm 14.30 pm

Circulation within the school

A circulation flow is organised within the school to prevent children from crossing paths either inside the buildings or in the playgrounds. Class movements will be organised so that all classes go in the same direction in corridors. A one-way system will be implemented on the stairs: pupils will use a staircase to go up and will use another one to go down, so that groups avoid crossing paths.

Doors will be blocked in the open position when this is possible, to avoid contacts with doorknobs as much as possible.

Doors must primarily be opened first by adults, who will then wash hands as soon as possible.

Children are not allowed to go to the toilet on their own. Where possible, a bubble will be allocated a toilet for their exclusive use.

Canteen organisation

Meals will be taken in the school refectories.

- Pupils of PS, MS, GS, CP and CE1 will have lunch in the « small refectory » (*Petit réfectoire*). A first meal period will be organised for the *maternelle* pupils (PS, MS and GS levels). A second meal period will be organised for CP and CE1 pupils. Pupils will be served. Tables will be cleaned between the two meal periods.
- Pupils of the following 3 bubbles: CE2, CM1 and CM2 will have lunch in the « large refectory » (*Grand réfectoire*). Pupils will enter into and leave the refectory bubble by bubble, under adult supervision. Each bubble will respect social distancing with the bubble that precedes it and the bubble that follows it. Each class will be allocated a specific area in the refectory.

Pupils will wash hands before and after meals.