

André Malraux Primary School



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

September 2020

Contents

INTRODUCTION

| | |
|-------------------------|-----|
| General Framework | P 2 |
| Bubbles concept | P 3 |
| Communication | P 3 |

ARRIVALS AND DISMISSALS

| | |
|--------------------------|-----|
| Arrivals to school | P 4 |
| School dismissals | P 6 |

ORGANISATION OF SCHOOL LIFE

| | |
|--|-----|
| Classroom occupancy | P 8 |
| Break time organisation | P 8 |
| Circulation within the school during the day | P 9 |
| Canteen organisation | P10 |

INTRODUCTION

General Framework

This addendum supplements the Vademecum relating to the welcoming of pupils back at the Primary Schools in September 2020. It describes the specific measures that have been adopted for the André Malraux Primary School.

The purpose of this addendum is to provide the details of these measures while taking into account the following particularities:

- conditions of access to the school
- weekly schedules
- specific features of the school spaces (buildings, playgrounds, staircases...)

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

Compliance with the terms of this addendum is essential for everyone's safety and for the proper functioning of the measures that have been adopted.

Bubbles concept

☑ School classes will be grouped together to form bubbles.

The concept of bubble means that each group (each bubble) is at a distance from any other bubble group during school time (entry-exit, lessons, meals, breaks).

Pupils belonging to the same bubble can be together.

☞ The purpose of the concept of bubble is to avoid the closing of the entire school in the event someone at the school tests positive for COVID-19. Indeed, if a pupil tests positive for COVID-19, such pupil's entire bubble could be requested to follow a 14-day isolation period. If this situation was to happen, distance learning would be implemented for the affected pupils within 48 hours.

☞ The school will operate with the following three bubbles:

| Bubbles | Location | Classes | | | |
|---------|--|---------|---------|-------|-------|
| 1 | <i>maternelle</i> Building | PS | MS | GS | |
| 2 | Main Building cycle 2 Wing (+ a room cycle 3 Wing) | CP | CE1 | CE2 a | CE2 b |
| 3 | Main Building cycle 3 Wing | CM1 | CM1/CM2 | CM2 | |

Communication

☞ Internal signage has been placed within the school. Displays and markings on the floors formalise the directives given by local authorities. These directives must be strictly observed.

ARRIVALS AND DISMISSALS

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

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

☒ It is not possible to drop off siblings at the same time if they are part of different bubbles

Arrivals to school

☒ People who are waiting outside the school will respect social distancing measures. The school caretaker will regulate the entry of pupils (and of parents of preschool (*maternelle*) pupils) to ensure that social distancing is observed.

☞ The times indicated below correspond to school entrance times.

| ARRIVALS | | |
|----------|---------|--------------------------------------|
| Classes | Time | Lieux vers lesquels se diriger |
| PS | 8.25 am | Near the class' usual changing rooms |
| MS | 8.25 am | Near the class' usual changing rooms |
| GS | 8.30 am | Near the class' usual changing rooms |
| CP | 8.35 am | In the classroom |
| CE1 | 8.35 am | In the classroom |
| CE2 a | 8.40 am | In the classroom |
| CE2 b | 8.40 am | In the classroom |
| CM1 | 8.45 am | In the classroom |
| CM1/CM2 | 8.45 am | In the classroom |
| CM2 | 8.45 am | In the classroom |

- ☒ Parents will scrupulously respect the arrival schedule so that each group has entered the school within the allocated time.
- ☒ In the event of a significant delay after the gates have closed, families will have to call the *secrétariat* so that an adult can come and pick up the child at the school entrance gates.
- ☒ Scooters and bicycles must be placed in the area allocated to each bubble (parent courtyard or grass area adjacent to the parent courtyard).

Preschool (*maternelle*) pupils

- ☒ Parents of *maternelle* pupils accompany their child in front of their classroom, at the time indicated. They must respect the 2-meter social distancing rule by following the instructions that have been displayed as well as floor markings. They stay at a distance from the entrance of the classroom as instructed by the floor markings.
- ☒ For each family, only one parent will be allowed to enter the premises except for families who have several children attending *maternelle* in different classes.
- ☒ It is very important to leave the premises as quickly as possible so that people enter and leave the building on a staggered and fluid basis.

Elementary school pupils

- ☒ Parents are not allowed to enter the school grounds anymore, and this prohibition applies at all times during the day. This means parents do not have access to the parent courtyard anymore.
- ☒ Pupils will be welcomed directly in their classroom.
Elementary school pupils go to their classroom at the indicated time by entering the small gate on the left at the end of the parent courtyard, and enter their classroom on the garden side.
Their teacher will be waiting for them. Pupils will wash hands when they arrive.

Aktiva breakfast club

- ☞ Parents will entrust their child at the school entrance gate to one of the AKTIVA staff between 7.30am and 8 am. After 8 am, it will no longer be possible to drop off children for the breakfast club.

Extracurricular activities organised by the *Amicale*

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

School dismissals

☞ The times below correspond to the time when children should be collected.

| PICK-UP TIME | | | |
|--------------|-------------------|--------------------|--------------------------------------|
| Classes | Times Evenings | Times Wednesday | Location |
| PS | 3.25 pm | 1 pm | Near the class' usual changing rooms |
| MS | 3.25 pm | 1 pm | Near the class' usual changing rooms |
| GS | 3.30 pm | 1.05 pm | Near the class' usual changing rooms |
| CP | 3.35 pm | 1.10 pm | By the school entrance gate |
| CE1 | 3.35 pm | 1.10 pm | By the school entrance gate |
| CE2 a | 3.40 pm | 1.15 pm | By the school entrance gate |
| CE2 b | 3.40 pm | 1.15 pm | By the school entrance gate |
| CM1 | 3.45 pm | 1.20 pm | By the school entrance gate |
| CM1/CM2 | 3.45 pm | 1.20 pm | By the school entrance gate |
| CM2 | 3.45 pm | 1.20 pm | By the school entrance gate |

☞ Parents are not allowed to pick up their child during the day, except if this has been expressly requested by the school for health reasons.

☑ Families will be asked to book medical appointments for their child outside of their time at school, to the extent possible.

For maternelle pupils

☑ same measures as for morning arrivals.

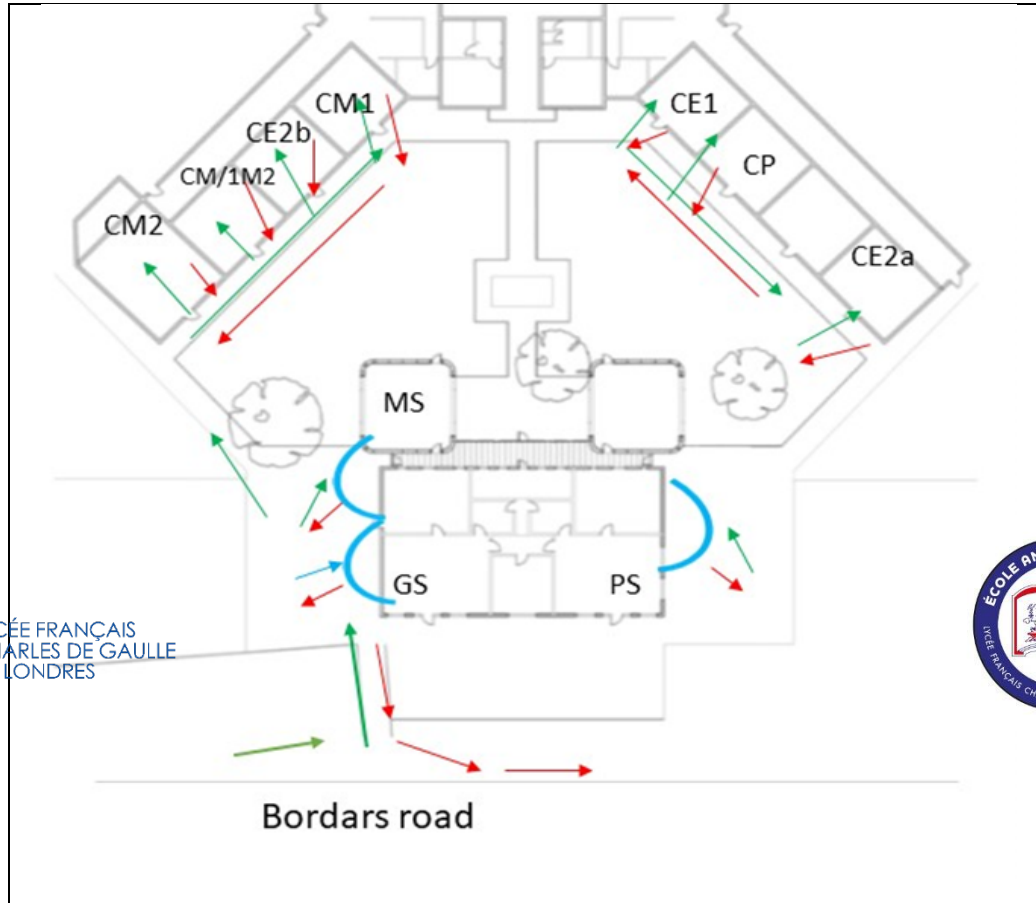
For elementary pupils

☑ Teachers accompany their pupils to the school entrance gate at the time indicated for their class.

Aktiva after school childcare

☞ One of the adults who is in charge of the group will accompany the pupils to the school entrance gate at the time indicated to the parents.

Diagram showing entrance and exit flows



ORGANISATION OF SCHOOL LIFE

Classroom occupancy

☞ Each class occupies its assigned classroom.

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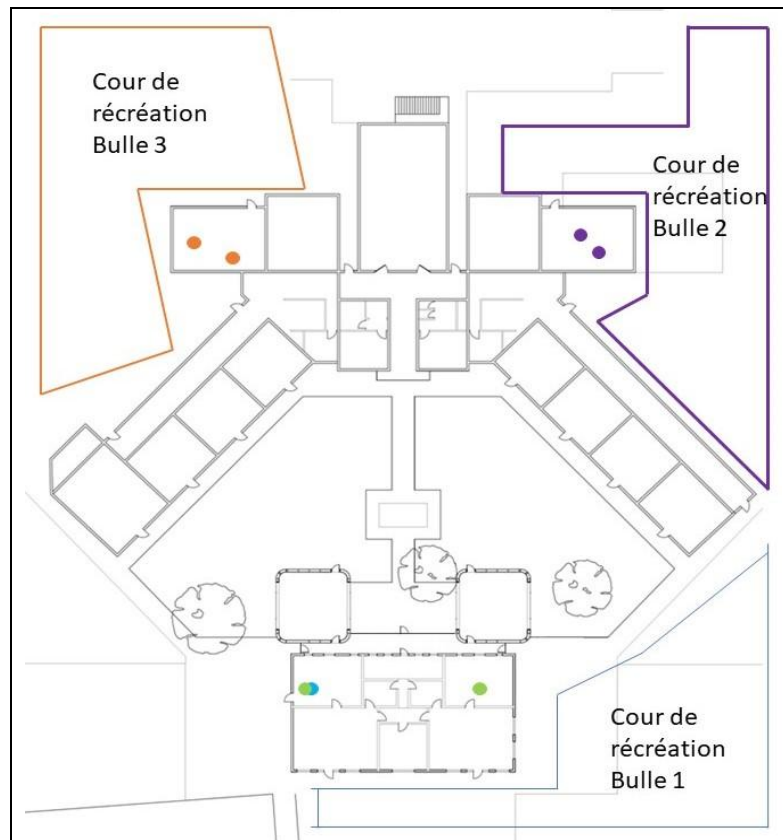
Organisation of break times

- ☑ Break times and areas will be organised so as to avoid the grouping of pupils from different bubbles.
- ☑ Each bubble is allocated a toilet and a playground to be used exclusively by it.

The maternelle playground is allocated to PS, MS and GS pupils (bubble 1), The cycle 2 playground is allocated to CP, CE1 and CE2 pupils (bubble 2), and the cycle 3 playground is allocated to CM1 and CM2 pupils (bubble 3).

Through this organisation, pupils from different bubbles do not spend time together during break times.

- ☑ Children will go to the toilet, and wash hands before and after each break.
- ☑ children will not be allowed to go to the toilet alone.



Circulation within the school during the day

- ☑ The school will be organised with a view to reduce pupil movements as much as possible.
- ☑ Circulation flows are established with a view to limiting crossings of different pupil bubbles as much as possible and to enable social distancing.
- ☑ Groups move within the school in a column, with pupils one behind the other, while observing the recommended distancing and following markings.
- ☑ Group movements must be limited.
- ☑ The possible crossing of paths of two groups (« bubbles ») in the corridors, if exceptionally such crossing could not be avoided, does not generate any specific issue, even if the 2 m distance cannot be observed for a short period of time. This crossing of bubbles must be done calmly and quickly, with each bubble trying to stay on their side.
- ☑ Doors will be blocked in the open position when this is possible, to avoid contacts with doorknobs as much as possible.
- ☑ Doors must be opened first by adults as a priority, who will then wash hands as soon as possible.

Canteen organisation

- ☑ Meals are prepared on site in strict compliance with applicable recommendations.
- ☑ Meals consist of a starter, a hot dish (with a vegetarian option), a dairy product and a dessert (consisting of a fruit in most instances).
- ☑ Canteen services are organised in such a way as to assign each bubble a specific time, and take place in the usual place (gymnasium).
- ☑ Specific cleaning will take place between each bubble meal period, before the arrival of the next bubble.
- ☑ Pupils have lunch in the usual way:
 - Pupils of bubble 1 have lunch during the first meal period. They are served at the table.
 - Pupils of bubble 2 have lunch during the second meal period and use the self-service facilities.
 - Pupils of bubble 3 have lunch during the third meal period, and use the self-service

facilities.

☒ Pupils use their own water flask to drink at the table.