

Friday 22 May 2020

Dear Parents/Carers

Hope you are all well.

We would like to share with you the latest update from the Government on the potential return to school for all children currently in **Nursery, Reception, Year 1 and Year 6**.

The Government is very clear that the final decision whether to reopen or not, is expected to be on or before May 28 after the most up-to-date scientific evidence has been reviewed. As of today this decision has not been made.

We are very clear that there will be risks with any reopening but it is how we will manage these risks. We have been planning and preparing the school site along with our policies and procedures to ensure school is 'COVID-19 Safe' for us all. Risk assessments from the local authority arrived in school on Wednesday 20 May. These now all have to be completed, ratified by the governing body and then checked by the Health and Safety officers at the local authority.

To ensure our risk assessments are appropriate can you please tell us (if you have not already done so) by Wednesday 27 May if your child will be returning to school. If we hear nothing from you, we will assume your child will not be returning.

I have attached with this letter the measures that will be in place to minimise the risk of infection transmission.

A huge thank you again for the fantastic work you are all doing with your children at home. We appreciate this has been a huge challenge and we are so grateful for the support you have given school with this. Next week is half term though and I am sure you all need a break from the home learning. Staff will be having a break to and no new work will be uploaded or google classroom responses made until the week beginning the 1<sup>st</sup> June.

Take care and stay safe and well.

Alison Burden  
Head teacher

## Measures that will be in place to minimise the risk of infection transmission

### Cleaning

They will continue deep cleaning across the school at the end of each school day. During the day, all rooms being used by children and staff will be supplied with COSH approved cleaning fluid in spray bottles and cloths. This will allow staff after each teaching session to clean surfaces and equipment used.

### Site Management

Staff will stand at key points during drop off and pick up times to supervise the movement of individuals. During the school day, staff are responsible for ensuring movement around the school and will continually encouraging 2-metre distancing

Nursery and reception will enter school by the KS1 door from the yard

Y1 children will enter by the main school door

Year 6 will enter and leave by their classroom door onto the yard This door will be accessed by walking round through the yard, via the car park which will be open.

Details of staggered drop off and pick up times will be communicated to parents when a return to school date is confirmed. Parents will need to ensure the 2-metre distancing at all times with staff, other children and parents. Pick up and drop off will be controlled by the staff from designated areas.

### Hygiene

Hand gel dispensers are located around the building at key entry points and soap and water in all areas of learning. Children will wash their hands immediately when entering and exiting the building.

Every room used by staff and children will be supplied with hand gel, soap, extra paper towels and tissues. All children and staff will wash their hands thoroughly at regular intervals throughout the day.

Public health advice on sneezing and coughing will be followed.

Equipment used by the children will be limited. Older children will be given their own equipment to use which has been cleaned and they will keep this in their own drawer.

Unfortunately sharing will not be encouraged. For younger children, staff will control the use of equipment and ensure regular cleaning of this is carried out.

Whilst ensuring the privacy of children accessing the toilets throughout the day staff will monitor the use of designated toilets to ensure a limited number of children access at any one time. This will avoid overcrowding, support social distancing and ensure children wash their hands.

### Class Sizes and Staffing

We aim to have class sizes smaller than the Government recommendation of 15 if possible.

The group will have assigned staff who will work with this group of children. The staff assigned to the class group may not be your child's teacher. Depending on the numbers of children who attend will determine how many staff work with the children over the course of the week. It will be where possible the same group of staff working with the same children.

We plan to keep this group and the staff together for the foreseeable future to reduce the risk of potential transmission of the virus.

Each group will stay together throughout the school day, every day. The group will learn together, play together, and eat lunch together. Social distancing will be encouraged at all times.

Timetables have been put together to ensure the different groups of children do not mix throughout the day. Playtimes and lunchtimes are staggered and groups will use specific outdoor areas to play and will not come into contact with staff or children from another group.

## Social Distancing

The Government has stated that it is hard for children, particularly younger children to socially distance from their peers. We are all concerned about this. Staff will enforce this as far as they possibly can but I need to make it clear that there may well be times during the day children will be closer to each other than the recommended 2 metres. Children like to play with others and are sociable. Staff will continue to remind children of the importance of social distancing and if children are seen too close to each other they will interrupt the play to move the children apart.

## Lunch times

For children in all year groups a hot dinner will be provided. Lunchtimes will be staggered to allow for social distancing in our dining halls. Following the one-way system in place, trays, plates and cutlery will be handed out by the group staff. Children will sit 3 to a table which allows a 2-metre distance between the children and tables will be appropriately spread out in the hall space. Once all children have finished they will be taken to their designated play area avoiding contact with the other groups. Dining tables will be cleaned ready for the next group.

## Free School Meal Vouchers

Any child attending school will no longer receive the free school meal vouchers as meals are being provided in school.

Free school meals vouchers will continue to be issued to families of children who do not attend school.

## School Office and Communication

At this time, we are asking parents to avoid coming to the school office. We are encouraging a minimal number of adults to be on site. Communication can be through text messaging, by telephone and through email.

If you feel there is no option but to come to the office, only one parent will be permitted in the office reception area at one time.

If you need to speak to another member of staff about an urgent matter, and cannot do this via the phone, an appointment will have to be made in advance. When entering the school building new hygiene procedures and social distancing guidance must be followed.

## Teaching and Learning

I am sure you can appreciate the school day is going to be very different for the children and the staff. Timetables and routines will be in place and the children will be taught by the teachers and teaching assistants who may not be their own class teachers whilst maintaining social distancing.

An appropriate curriculum will be delivered and will support development of phonics, reading, writing and maths. Other curriculum areas will be taught but lessons will be managed very differently due to having to restrict the use of practical equipment by lots of people and the need to thoroughly clean it afterwards. Outdoor learning will take place as often as we can. Areas for this will be timetabled so children and staff do not mix with other children.

For children who are not returning home learning will continue with staff supporting you and your child.

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## Request for your help

I hope you have found this information useful and it shows how we have a lot of measures in place to create a 'COVID-19 Safe' environment for everyone. A return to school is not going to be easy and does come with risk. We have tried to minimise risk as much as we can and I know we will constantly be adapting our policy and procedures as we all learn more.

I hope this information has helped with your difficult decision regarding your child returning to school or not.

If you have decided that your child is returning to school can you please share this information with them before their return. This will help to prepare them for the many changes and differences they will encounter and hopefully help any worries or concerns they have.