



Wednesday 2nd September 2020

Dear Parents and Carers,

I hope that you have managed to enjoy the summer holidays and are very much looking forward to school starting back again. We really cannot wait to have all of the children back at school, including our new Nursery and Reception children!

In line with current guidance, we have spent the last few weeks ensuring the school is ready for opening and that we have appropriate safety measures in place. You can refer to the government's guidance for parents and carers at the following [link](#).

We fully understand that some parents and children may still be anxious about returning. The first coming half term will be a period of transition for us all. However, we are certain that if we work together, we will continue to make school a safe and positive experience for all of our children.

Please find below further key information about the opening of school and the measures we are putting in place.

IMPORTANT INFORMATION FOR SEPTEMBER 2020

Bubbles

- Wherever possible, children will be kept in their class or year group bubbles. Nursery and Reception will be in year group bubbles and Year 1 and Year 2 will be in class bubbles for the majority of the time and sometimes in year group bubbles to enable phonics, playtimes, after school club etc. We will have staggered playtimes and lunchtimes.
- The government guidance recognises that younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their class or year group bubble. Therefore, children in Nursery, Reception and Year 1 will not be required to social distance from each other. Due to the fact that they are older, children in Year 2 will sit in pairs, with their desks facing the front of the class.
- Social distancing must be implemented between adults and year groups. Therefore, we will have no large gatherings, bringing different year groups together, e.g. whole-school assemblies, parent assemblies, concerts or school performances.
- Hygiene and cleaning routines will continue to be part of everyday practices and will remain a high priority. Hand sanitising and hand washing will continue to remain a focus. We would ask that all parents and carers follow the same hygiene measures at home.
- Parents/carers will not be allowed in the school building, except for exceptional circumstances or for a pre-planned meeting that cannot take place over the phone or via video call.

- Any communication will need to happen by contacting the school office via email or telephone in the first instance.

Attendance Expectations

Attendance is now mandatory. All children are expected to attend school and all rules on school attendance apply.

School Uniform

School uniform is required. This is in line with the Government expectations for schools to statutorily return to their uniform policies in the Autumn term as uniform plays a valuable role in contributing to the ethos of a school. Uniform should be cleaned with your normal washing products no more regularly than before the start of the coronavirus outbreak.

Start Date

Children in Year 1 and Year 2 will return to school tomorrow, Thursday 3rd September. If your child is in Nursery or Reception, you will have received the information about their staggered start to school in September.

Pick up and Drop off Procedures

Parents and children must enter the site using the main pedestrian gate, and exit the site using the double car park gate. These entrances and exits will be clearly labelled, and a member of the Senior Leadership Team will be there to guide you. Please note that the pedestrian gate on Sycamore Street will not be open.

IMPORTANT

We need to reduce the amount of human traffic both on the school site and on the road at peak times. **Therefore, only one parent may come for drop off/pick up. Parents are required to leave promptly following drop off/ collection. Do not congregate in the playground or wait for others. Please ensure that you come to school at the correct times.**

Start and end times are staggered:

Class	Drop Off Between	Pick Up Between
Nursery Mornings	8:30am to 9am	11:30am
Nursery (all day)	8:30am to 9am	2:55pm to 3:20pm
Bees, Class 1, Class 3	8:45am to 8:55am	2:55pm to 3:05pm
Ladybirds, Class 2, Class 4	9am to 9:10am	3:10pm to 3:20pm

We would like to support families with siblings, as we can see that the staggered start/end times could otherwise be tricky. That is why we have added a window for drop off and pick up times. If you have more than one child in school with different time slots, you are welcome to bring both children in at the same time in the morning (if so, please arrive in between the two time slots, or at the later time slot). At the end of the school day, we will do our best to release siblings at the same time, if we are able to, in order to avoid you waiting around. Please be patient with us whilst we all get used to the new process.

THESE TIMINGS WILL BE REVIEWED IN THE FIRST HALF TERM AND ARE SUBJECT TO CHANGE. WHEN WE ARE PERMITTED TO RETURN TO ORIGINAL SCHOOL TIMES WE WILL DO SO.

Communication

Any communication with teachers will need to be via email and telephone. Please remember to keep your distance at the classroom door. If you wish to speak to your child's teacher, please email the office via admin@templemoor.trafford.sch.uk. **No parent may come into school, including the office, without a prior appointment.** There will be a 'drop-off box' at the main front door for any paperwork or other items.

Pupil items in school

Pupils must limit the amount of equipment they bring into school each day, to essentials such as;

- Coats, hats, reading books and a labelled water bottle.
- PE Kits must be left in school for the duration of the first half term.
- Book bags are permitted to be brought in to school. Bags **must not** have anything attached to them (i.e. small trinkets, key rings etc.).
- Children in Year 1 and Year 2 must bring in a labelled pencil case, containing their own stationery. This will remain in school. Further details can be found in the Year 1 and Year 2 Handbooks, which were sent out to parents at the end of the Summer Term and are on the school website under 'Transition'.

Lunchtime

Lunches will continue to be provided by Mellors Catering. For the first three weeks this will be a packed lunch, with the re-introduction of hot lunches to follow. Children in Reception, Year 1 and Year 2 will eat their lunch in the hall in their separate year group bubble. Children in Nursery will eat their lunch in Nursery.

Home Learning and Homework

As all pupils will be back in school, we will not be providing remote Home Learning as we have done during the partial opening. Homework books will not be used as we are limiting the number of items that are sent between school and home. Online homework will be set, including Mathletics and Espresso once the children have settled back into school. Reading Books will be sent home. Further details will follow in the Autumn.

Breakfast and After School Club

Our Breakfast and After School Clubs will reopen next week! Further details, including a robust risk assessment, will be sent out to parents this week.

Safety measures – How you can help?

We have taken a number of steps to make sure pupils can return safely. We have also thoroughly reviewed our health and safety risk assessments and put in place increased health

and safety and hygiene measures. We all have a part to play in this. As well as following the arrangements our school has put in place, you can also help by:

- Reinforcing with your child the need for good respiratory hygiene, by promoting the 'catch it, bin it, kill it' approach, which school will also be doing.
- Continuing to wash hands regularly – this remains one of the best preventative measures against the virus.
- Not sending your child to school if they, or someone in your household, has symptoms of the virus. Please notify the school immediately in these circumstances.
- Keeping your child at home if you have returned from a country not on the exempt list of low-risk countries and need to self-isolate for 14 days (this can change quickly so check this regularly). Please notify the school with details.
- Taking part in the NHS Test and Trace process if your child develops symptoms so that cases can be identified quickly – this means, you should arrange for them to get a test and let school know the results. You can also call 119, which is the number for the NHS virus testing call centre.

Hand washing/sanitisers

As the children enter the school building they will use hand sanitiser and then wash their hands with soap. Hand sanitisers and additional cleaning materials are in each classroom around school and are used regularly throughout the school day. There will be reminders about the need for more frequent hand washing and children will be taught how to wash their hands.

See you soon!

We can't wait to welcome everyone back, safely!

Very best wishes,

A handwritten signature in cursive script that reads "S Hodgson".

Mr Hodgson and the Templemoor Team