



Friday 4th September 2020

Dear Parents and Carers,

We are delighted to be able to reopen our Breakfast and After School Club from Monday 7th September 2020.

In line with current guidance, we have spent the last few weeks ensuring that our Breakfast and After School Clubs are ready for opening and that we have appropriate safety measures in place. You can refer to the latest government guidance at the following [link](#). A full risk assessment can be downloaded from our school website.

The first coming half-term will be a period of transition for us all, so please do bear that in mind! However, we are certain that if we work together, we will continue to make both the Breakfast and After School Club a safe and positive experience for all of the children who attend.

Please find below further key information about the re-opening of our extended services provision and the measures we have put in place.

BREAKFAST CLUB – Open from 7.45am

- Due to current low numbers, children in Nursery and Reception will continue to be together in our Early Years Breakfast Club provision, which will be based in our Nursery.
- Children in Years 1, 2, 3, 4, 5 and 6 will be kept in year group bubbles of no more than 15 children.
- Next week, the children will be based in the following classrooms*:

Year Group	Classroom
Nursery and Reception	Nursery Building
Year 1	Class 4
Year 2	Class 2
Year 3	Class 1
Year 4	Class 3
Year 5	Class 5
Year 6	Class 6

- When you arrive in the morning, please take your child directly to the allocated classroom. We have put signs up in the windows of the classrooms to help you find your way!
- We need to reduce the amount of human traffic both on the school site and on the road at peak times. If possible, we ask that you walk to the Club. If driving, **DO NOT** park on Nursery Close or in the staff car park. Only one parent may come to school for drop off. Parents are required to leave promptly following drop off. Do not congregate in the playground or wait for others.

- 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 are clearly labelled.
- A member of the Breakfast Club Team will sign your child into the Club for you. For continuity, the same member of staff will be with your child each day that they attend the Club, except of course if they are absent.
- Any communication will need to happen by contacting X Club on **07443 468842** or **xclub@templemoor.trafford.sch.uk**.
- On entry to their Bubble, children will be given hand sanitiser and then asked to wash their hands.
- Children will be served a breakfast of a wide range of cereals, milk, fresh fruit, fruit pots and yoghurt. Toast will not be served at this time.
- Hygiene and cleaning routines will continue to be part of the morning practice and will remain a high priority. Equipment will be cleaned regularly.
- 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.
- Toilets, desks and chairs will be cleaned after use.
- Templemoor children will be taken safely to their classrooms at the end of the session.
- Moorlands children will be taken safely in their Year Group bubbles to Moorlands, and will be dropped off at their classroom door ready for the start of their school day.
- Bookings can be made and cancelled via Scopay at any time up to a week in advance. If you need to make a booking within one week, please email **xclub@templemoor.trafford.sch.uk** or text **07443 468842**. The deadline for Breakfast Club bookings and cancellations is 5pm the day before. Children who arrive at Breakfast Club without a booking cannot be accepted.
- All parents must complete an **updated registration form** (if you haven't already done so) and return via the X Club email or place in the 'drop off' box at the main entrance to school.
- Fun and exciting daily activities will be provided for each bubble

*Please note that we are waiting for the arrival of some large hall divider screens that will be used to safely separate Moorlands Year Group Bubbles in the hall. We will let Moorland's parents know by the end of next week if drop off arrangements change.

AFTER SCHOOL CLUB – Closes at 5.30pm

- Due to current low numbers, children in Nursery and Reception will continue to be together in our Early Years After School Club provision, which will be based in our Nursery.
- Children in Years 1, 2, 3, 4, 5 and 6 will be kept in year group bubbles of no more than 15 children.
- Next week, the children will be based in the following classrooms*:

Year Group	Classroom
Nursery and Reception	Nursery Building
Year 1	Class 4
Year 2	Class 2
Year 3	Class 1
Year 4	Class 3
Year 5	Class 5
Year 6	Class 6

- For continuity, the same member of staff will be with your child each day that they attend the Club, except of course if they are absent.
- Templemoor children will be collected from their classrooms at the end of the day and taken to their Year Group Bubble. They will remain in their Year Group Bubble for the remainder of the session, including when accessing outdoor provision.
- Moorlands children will be collected safely from their classrooms in their Year Group bubbles, and will then walk to Templemoor. They will remain in their Year Group bubbles for the remainder of the session, including when accessing outdoor provision.
- On entry to their Bubble, children will be given hand sanitiser and then asked to wash their hands.
- Children will be served a healthy snack including fresh fruit.
- Hygiene and cleaning routines will continue to be part of the Club practice and will remain a high priority. Equipment will be cleaned regularly.
- 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.
- Toilets, desks and chairs will be cleaned after use.
- We need to reduce the amount of human traffic both on the school site and on the road at peak times. If possible, we ask that you walk to the Club. If driving, **DO NOT** park on Nursery Close or in the staff car park. Only one parent may come to school for collection. Please come to the school gate, where a member of staff will radio to collect your child from their classroom. Your child will be asked to wash their hands when leaving the Club, so please be patient while you wait!
- A member of the After School Club Team will sign your child out of the Club for you.
- Any communication will need to happen by contacting X Club on **07443 468842** or **xclub@templemoor.trafford.sch.uk**.
- Bookings can be made and cancelled via Scopay at any time up to a week in advance. If you need to make a booking within one week, please email xclub@templemoor.trafford.sch.uk or text 07443 468842. The deadline for After School Club bookings and cancellations is 2.30pm on the day and should be made by texting the X Club mobile.
- All parents must complete an **updated registration form** (if you haven't already done so) and return via the X Club email or place in the 'drop off' box at the main entrance to school.
- Fun and exciting daily activities will be provided for each bubble

*Please note that we are waiting for the arrival of some large hall divider screens that will be used to safely separate Moorlands Year Group Bubbles in the hall. We will let Moorland's parents know by the end of next week if collection arrangements change.

PLEASE COLLECT YOUR CHILD NO LATER THAN 5:30PM. THIS IS TO ENABLE THE TEAM TO THOROUGHLY CLEAN THE CLASSROOM AREAS READY FOR THE NEXT DAY.

IT IS VITAL THAT YOU INFORM US IF YOUR CHILD IS NOT GOING TO ATTEND THE CLUB.

Safety measures – How you can help?

We have taken a number of steps to make sure pupils can return to our Clubs 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 both Templemoor and Moorlands will be doing.
- Continuing to wash hands regularly – this remains one of the best preventative measures against the virus.
- Not sending your child to the Club 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.

We look forward to seeing you soon!

Very best wishes,

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

Mr Hodgson and the X Club Team