



# Broomhill First School



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Headteacher: Mrs Julie Newton

'Together We Succeed'

28<sup>th</sup> August 2020

Dear Parents

I hope you and your families have had an enjoyable summer. We are really looking forward to our school being fully open once again on Wednesday 2<sup>nd</sup> September and welcoming all our children back.

As I am sure you will appreciate, there are several safety measures that are now in place which parents need to comply with to minimise the risk of transmission of Covid-19 between pupils, staff and families. Please ensure that **any adult** who will be accompanying your child to school is aware of the relevant measures. These are detailed below, together with additional information regarding our full re-opening.

## Social Distancing

Parents must follow current social distancing rules at all times when on our school site. This means that you **and your child** must remain at least 2 metres away from other adults and other children, including when walking up and down the school driveway and when waiting to drop off or collect your child. Only **one adult** may accompany your child on the school site. Any adult displaying any symptoms of coronavirus must not enter the school site.

## Entering the School Building

Sadly, but unavoidably at this time, we are unable to operate our 'open door' policy. Parents should not enter the school building unless permission is given by a member of staff. This includes the vestibule area adjacent to the school office so please send items, such as dinner money/breakfast club booking forms, into school with your child. Book bags will be checked on a daily basis. If you do need to drop anything off during the school day or collect your child for an appointment etc then please ring the office beforehand and we will make arrangements with you with regards to this.

One of your main points of contact with us is therefore by telephone. Please be aware that we only have one telephone line so please leave a message if your call is unanswered and we will get back to you. You can also use email ([admin@broomhill.northumberland.sch.uk](mailto:admin@broomhill.northumberland.sch.uk)), Class Dojo, Tapestry and Facebook to get in touch. Your child's class teacher will be welcoming children into school each morning so any brief messages/queries can be shared at this point and you will also be able to speak to teachers at the end of the day in the playground once the rest of their class have been collected.

## Coronavirus Symptoms

Please do not send your child to school if they, or another member of your household, are showing any symptoms of coronavirus (high temperature and/or new continuous cough and/or a loss, or change to, your normal sense of smell or taste). Please inform the school as soon as possible and also follow the most up-to-date government instructions, particularly with regards to self-isolation and testing.

If a child develops symptoms compatible with coronavirus whilst at school we will isolate the child with an appropriate adult. The adult will wear PPE. Parents will be called to collect their child and testing guidelines must be followed, with the school being informed of the test results as soon as possible.

### **Staggered Start and End Times/Drop Off and Collection Procedures**

Parents of children in Nursery and Reception, please note a slight change in drop off timings from my letter dated 16<sup>th</sup> July.

Little Owls (Nursery) - Drop off between 9.05am and 9.10am at the bottom of the ramp by the Nursery door. Miss Carrick will be there to welcome your child. Children who attend morning nursery should be collected from the EYFS play area at 12.05pm and children who attend for the full day at 3.05pm.

Big Owls (Reception) - Drop off between 8.55am and 9.00am at the drop off point by the Reception door. Mrs Haves will be there to welcome your child. Children should be collected from the EYFS play area at 3.05pm.

Finches (Year 1 and Year 2) - Drop off between 8.55am and 9.05am in the main playground at the drop off point. Mrs Palmer will be there to welcome your child. Children should be collected from the main playground at 3.10pm.

Seabirds (Year 3 and Year 4) - Drop of between 8.40am and 8.50am in the main playground at the drop off point. Miss Tatlock will be there to welcome your child. Please ensure your child arrives within this time slot as if late they will have to wait, accompanied by their adult, until 9.05am before being able to enter school so that we can keep our 'bubbles' separate in the cloakroom area. Children should be collected from the main playground at 3.20pm.

Families with more than one child - Your children should be dropped off and collected at the same time and at the same entrance to make it easier for you. Please use the **time slots** for your older child and the **entrance** for your younger child.

**\*Please note that we are unable to operate a one way system so it is vitally important that you walk on the far left of the driveway/walkways at all times, remain at least 2 metres from the family in front of you and follow the pathway/queuing system in the playground areas to ensure social distancing measures are adhered to. When collecting your child, please stand in a socially distanced space and your child will be sent out to you. After dropping off or collecting your child please leave the school premises immediately. The picnic benches, seats, shelter and play equipment are not to be used by adults or children before or after school at this present time.**

### **Items from home**

Please ensure your child brings into school a clean water bottle each day, along with a healthy snack for morning break if you so wish (milk and fruit schemes will re-commence shortly after the beginning of term). In addition, to minimise the spread of infection, only coats, book bags, medication and packed lunches should be brought in from home. Medication should be handed to your child's teacher at the drop off point. Please check with a member of staff before letting your child bring any other items in.

## **PE Days/PE Uniform (PE lessons will start w/c 7/9/20)**

As mentioned in my previous letter, children should come into school dressed in their PE outfits on the days PE is timetabled. PE outfits should consist of a white plain t-shirt, navy or black shorts/leggings/joggers, socks and trainers and children should still wear their school jumpers/cardigans on these days. PE sessions for each class will take place on the following days:

Little Owls/Big Owls (Nursery and Reception)    Friday  
Finches (Year 1/Year 2)    Tuesday and Thursday  
Seabirds (Year 3/Year 4)    Tuesday and Friday

## **School Dinners**

Please send dinner money into school in a named envelope with your child on a Monday. For parents of children who are now in Year 3, please note that your child will no longer receive a free dinner under the Government's Universal Infant Free School Meal scheme, so dinners will now need to be paid for (£2.20 per day, £11 per week for Seabirds).

## **Bubbles and other Preventative Measures**

The government acknowledges that when children cannot maintain distancing, particularly with younger children in primary schools, the risk can be reduced by keeping pupils in smaller, class-sized groups. Therefore, as mentioned in my previous letter, children across the school will be split into three bubbles.

Other preventative measures we have in place include:

- Regular handwashing, use of hand sanitiser
- Increased cleaning of resources/areas
- Removal of some difficult to clean resources such as cuddly toys and some soft furnishings
- Children in Years 1 to 4, desks are front facing with children sitting side by side and provided with their own stationery sets (although some play provision similar to that within the Early Years will be available for children in Year 1 as part of their transition and for some children with SEN, when appropriate to meet their needs)
- Encouraging good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- Staff maintaining distance from pupils and other staff as much as possible.

Please be assured that your child's safety is paramount. We continue to follow government guidance and advice from Northumberland County Council in order to protect our pupils and staff as much as possible. Our priority for your child on their return to school will be to support their wellbeing and ensure that they feel happy and secure in our nurturing environment.

I hope this provides you with all the information you need but please do not hesitate to contact me if you have any queries. I will be in school all day on Tuesday 1<sup>st</sup> September.

Thank you for your continued support and I look forward to working with you in the best interests of our pupils during the coming school year.

Yours faithfully

*J Newton*

Julie Newton  
Headteacher