



20<sup>th</sup> May 2020

Dear Parents/Carers,

We are really looking forward to seeing the children again, and hope that this will be a positive experience and good end to the school year. Our aim has been to get everyone back for some of the time. This looks different for each year group as there are various factors to consider, such as staffing, space, and government guidelines.

If you have changed your mind about provision, please let the office know as soon as possible. There is no need to confirm places if you have already asked for one.

### **Class sizes and Bubbles**

One of the key changes that the children will notice is that they will not be with their whole class upon their return to school. To maintain social distancing guidelines, the guidelines suggest that there should be a maximum of 15 children in each classroom. The children and adults will need to remain with this group or bubble, and there will be a range of socially distant measures in place. **Bubbles:** This is a word you will be hearing often over the coming weeks. The bubbles will be kept completely independent of each other and will not have shared spaces, resources or staff where possible. This means each bubble will eat lunch separately, have staggered playtime and not come into contact with children in a different bubble during the time in provision. This is to reduce cross-contamination and to take into consideration the fact that it is not possible to completely socially distance in school. There will be a separate bubble for children from keyworker/vulnerable families; these children will not be able to mix with their class bubbles.

### **Start and the End of the Day**

The start and end of the school day will look a little different depending on each year group. In order to maintain social distancing, we will be operating a one way system for drop-off. Parents and children will enter the site, at staggered times, through the usual gate and exit through the gate at the side of nursery. There will be arrows and notices to remind you. Thank you for your cooperation in this.

Please could you ensure that you come to school promptly at the allotted times. We would also ask that only one adult accompanies a child/children to school. We appreciate that you may have to bring siblings with you- please could you ensure that they are close to you at all times and not interacting with other children? We have different times for drop-off and collections. Children will go straight into their classrooms- the outside doors will be open.

As usual, please make sure that children do not play with or on any playground equipment.

### **Clothing**

We know the children will have grown! We are therefore not expecting the children to come to school in uniform. Children should come to school with fresh clean clothes daily. This clothing should be suitable for the weather and outside play. Our playground can get cold if it is windy, so please make sure your child has a sweatshirt or jumper/ cardigan. Equally, should it be sunny the children will need to have a sunhat and cream applied before school starts. Please make sure that if your child wears a sleeveless top, they have a cardigan or jacket to cover their shoulders.

### **Lunch**

Children are asked to bring their own packed lunch and a refillable water-bottle. School will provide packed lunches on request- there will be no hot meals. We will be providing packed lunches for all children in Reception and Year 1 and 2 if needed. Those children in receipt of Free School Meal vouchers will not be entitled to a free school lunch. Lunches will be either outside picnic style or in the classrooms depending on the weather.

### **Learning**

Although we are aiming to deliver as much of the curriculum as possible, it will be adapted to ensure we can keep the children safe. The main focus will be on transition. We will continue to update the home-learning for all year groups on the school website on a weekly basis, but there will be less interaction with the teachers as they will be working at school.

### **Friday, 3<sup>rd</sup> July**

The school will be closed to all children apart from the Key Worker group to give staff time to prepare their classrooms and a deep clean to take place.

### **Temperature and hand washing and face masks**

We request that parents check their child's temperature before sending them to school each day. If a child has signs of illness, they should not come to school. Children will have regular handwashing throughout the day including as they arrive and before they leave.

Should a child display symptoms of Covid-19, we will isolate the child (in the parent room) and contact parents to collect. Other parents in the bubble will be informed. Your child should be tested as soon as possible; if a test is positive, the class bubble will be closed for 14 days from the child displaying symptoms.

Government guidelines indicate that there is no need for staff or children to wear face masks, however, if a staff member wishes to, we will respect this decision. If you wish your child to wear a mask, you should contact Ms. Morgan or Ms. Geliot to discuss. Staff administering first aid will be wearing the appropriate PPE.

### **Behaviour Policy**

We will be reminding the children about Lace Hill's expectations of good behaviour. If your child does not follow the rules, be deemed unsafe and not meet with our expectations, you will be called to take them home, and we will decide together how to safely get them back to school. We do not want children to be unable to attend school, however we want to minimize risk to staff and other children. There is an additional annex to the behaviour policy which can be found on our website.

### **Visitors**

We will not be allowing visitors onto the school site. When you drop and collect your children, please maintain a social distance of two metres.

### **Resources**

Each child will have their own resources provided by the school. We will send reading books home. When they are returned, they will be kept for a week before being re-distributed. Please make sure that your child does not bring any toys or equipment from home.

### **Proposed Provision per Class from July 6th**

#### **Nursery children (who will be moving up to Reception in September) Mrs Bradford and Mrs Carter**

##### **Reception classroom (initially Nursery room)**

**Group 1 Monday and Tuesday 9.00 to 2.50**

**Group 2 Thursday and Friday 9.00 to 2.50**

**Deep clean on Wednesdays.**

Use the nursery entrance for the first drop-off of transition. Mrs. Bradford will be the children's class teacher in September; Mrs. Carter will be with the children to ease transition.

We are aware that nursery age children will not be able to socially distance and will not be expected to sit at tables. Each child will have a box to put their snack (from home) and water bottle and coat. The teachers will explain to the children about handwashing and encourage the children to not get too close to each other, but we expect them to play alongside each other and potentially share toys and equipment as a part of their natural play. We think it is important for their mental health and wellbeing that school is still a familiar place where they can play with their friends and enjoy the interaction. We will of course make sure that the setting is cleaned thoroughly every night, with a deep clean on Wednesday.

#### **Reception: start time 9.35 am – collection 2.35 pm Mrs. Tapping and Ms. Geliot**

**Year 1 classroom**

**Group 1 Monday and Tuesday**

**Group 2 Thursday and Friday**

**Deep clean on Wednesdays.**

Usual entrance. Follow the one way system past nursery to exit.

The same as the last few weeks, each child will have home place where they will have their own box to put their snack, lunchbox (if they bring one from home) and water bottle and coat/jumper. Mrs. Tapping, Mrs Weightman and Ms. Geliot will explain to the children about handwashing and encourage the children to not get too close to

each other, but we expect them to play alongside each other and potentially share toys and equipment as a part of their natural play. We think it is important for their mental health and wellbeing that school is still a familiar place where children can play with their friends and enjoy the interaction. We will of course make sure that the setting is cleaned thoroughly every night. There will be a deeper clean on Wednesday between the two groups of children.

**Year 1: start time 8.45 am – collection 3.05 pm Miss Blakeley and Mrs Lee**

**Year 2 classroom**

**Group 1 Monday and Tuesday**

**Group 2 Thursday and Friday**

**Deep clean on Wednesdays.**

Year 1 children will be in two groups (bubbles) led by Miss Blakeley. We are aware that Year 1 will not be able to socially distance all day long; teachers will explain to the children about handwashing and encourage the children to not get too close to each other, but we expect them to play alongside each other and play games with each other with playground equipment. Each group will have a different set of playground equipment. Each child will have a home place with school equipment for their own personal use. As they do currently, they will have their own box to put their snack, lunchbox (if they bring one from home) and water bottle and coat/jumper. We will of course make sure that the setting is cleaned thoroughly every night.

**Year 2: start time 8.50 am – collection 3.10 pm Mrs. Brewer and Mrs. Gallimore**

**Year 3 classroom**

**Group 1 Monday and Tuesday**

**Group 2 Thursday and Friday**

**Deep clean on Wednesdays.**

Year 2 children will be in two groups (bubbles) led by Mrs. Brewer. We are aware that Year 2 will not be able to socially distance all day long; teachers will explain to the children about handwashing and encourage the children to not get too close to each other, but we expect them to play alongside each other and play games with each other with playground equipment. Each group will have a different set of playground equipment. Each child will have a home place with school equipment for their own personal use. As they do currently, they will have their own box to put their snack, lunchbox (if they bring one from home) and water bottle and coat/jumper. We will of course make sure that the setting is cleaned thoroughly every night.

**Year 3 Mrs. Brown and Miss Walton**

As the teacher for Year 4 next year is currently working at another school, we are not able to offer the same provision as the other year groups, however, we are delighted that Mrs. Brown is able to join us for two afternoons to meet her class- she is very excited to be coming to work at Lace Hill and has already met some of the key worker children.

Group 1 Wednesday, 8<sup>th</sup> July 1pm to 3pm

Group 2 Wednesday, 15<sup>th</sup> July 1pm to 3pm

**Ms. Morgan will meet you at the front of the school and we will open the side gate. Pick up from Year 4 classroom.**

**Year 4: start time 9.30 am – collection 2.30 pm Ms. Lorimer and Mrs. Kiddle**

**Year 5 classroom**

**Group 1 Monday and Tuesday**

**Group 2 Thursday and Friday**

**Deep clean on Wednesdays.**

Year 4 children will be in two groups (bubbles) led by Ms. Lorimer. We will of course make sure that the setting is cleaned thoroughly every night. Children will be encouraged to maintain a social distance but we cannot guarantee this will be maintained when children are playing outside. We think it will be good for their mental health to interact with each other but will ask them not to play contact games.

**Year 5 and 6: start time 8.55 am – collection 3.00 pm Miss Biltcliffe and Mrs. James**

**Year 6 classroom**

**Year 5 Monday and Tuesday**

**Year 6 Thursday and Friday**

**Deep clean on Wednesdays.**

Miss Biltcliffe and Mrs. James will be running the provision for year 5 and year 6 children.. Each child will have a home place with school equipment for their own personal use. They will have their own box to put their snack,

lunchbox (if they bring one from home) and water bottle and coat/jumper. We will of course make sure that the setting is cleaned thoroughly every night. Children will be encouraged to maintain a social distance but we cannot guarantee this will be maintained when children are playing outside. We think it will be good for their mental health to interact with each other but will ask them not to play contact games. Year 5/6 children will have sole access to the MUGA as well as a portion of the playground and pitch.

**Key worker and vulnerable families:**

**8.45 to 9.15 Hall drop-off and collection.**

**Miss Buckingham, Mrs Webb and Miss Walton**

This provision will continue as it has been running. This provision will run every day.

Each child will have a home place with school equipment for their own personal use. They will have their own box to put their snack, lunchbox (if they bring one from home) and water bottle and coat/jumper. We will of course make sure that the setting is cleaned thoroughly every night. Children will be encouraged to maintain a social distance but we cannot guarantee this will be maintained when children are playing outside. We think it will be good for their mental health to interact with each other but will ask them not to play contact games.

We know this is a very unusual time and that some may feel overwhelmed. School will be quite different for some time to come and we understand that you and your children may be finding the changes difficult. We are doing everything in our power to ensure the return to school is as safe as it can be within the parameters we have been set. We are carefully monitoring the updates from the government and the scientific advisors. Please remember the government are 'strongly encouraging' parents and carers to send their children back to school because they feel it is safe to do so but there will be no repercussions if you do not send your child back to school at this stage. The government and local authority have advised that there will be no fines or prosecutions for not returning to school during this period.

I hope you find this information helpful, if you have any questions please do not hesitate to contact the school via the office.

Kind regards,

Ms Morgan