

26th August 2020

Dear Parents and Carers,

I hope you and your children have remained safe and well and have had some pleasant times despite the mixed weather!

As promised in my letter on 2nd July, I am now in the position to share our final plans for September and the changes that will be in place following the guidance from the government and Public Health England. There is quite a lot of information in this letter and it is important that you read it carefully and understand the routines and guidance.

I am delighted that from Wednesday 2nd September children in Years 1 through to Year 6 will be returning to school with our children in Reception following on Monday 7 September. The whole staff team are excited to welcome you and your children back to school and to introduce you to our new ways of working which ensure everyone can play their part in reducing the spread of the Covid-19 virus.

Before School

It is absolutely essential that we all continue to play our part in keeping our school and our community safe:

- ❖ Wash your hands thoroughly and regularly and ensure that your children do also.
- ❖ The children must wash their hands before they leave home to come to school.
- ❖ Ensure that you continue to follow government guidance on social distancing and are cautious about the numbers of people that you meet up with.
- ❖ If you are unwell or your child is unwell, stay at home and inform the school.
- ❖ Anyone with symptoms of Covid-19 can now get a test and the school can help you to arrange for this to be done as soon as possible.

Staggered times

In order to allow for social distancing between classes and adults, we will be introducing a staggered start and end to the school day. Below you will find two tables, which explains a) The start and end times of the day for each group and b) which door the children must enter/ exit through. Please note that timing is crucial to the safety of the pupils. Staff will be available to guide you on which door to use.

Group	Start Time	End time
A	8.30 a.m.	2.45 p.m.
B	8.40 a.m.	2.55 p.m.
C	8.50 a.m.	3.05 p.m.
D	9.00 a.m.	3.15 p.m.

Year Group	Entrance/ Exit
Reception	Reception class area via infant playground.
Year 1	Year 1 entrance via infant playground.
Year 2	Year 2 entrance via First Steps path
Year 3	Year 3 classroom
Year 4	Year 3 / 4 entrance
Year 5	Year 5 classroom
Year 6	Year 6 classroom

Late Arrivals

Due to our new routines and organisation it is essential that your children arrive to school and are picked up on time. If you are late for arrival, then your child's class will already have made their way into school. You will have to wait with your child until staff can see that is clear for your child to enter the school building, then a member of staff will take your child to class. If there is more than one person late you must wait at a distance of 2m from them. Please be aware that it may take a considerable amount of time to bring the children into school as they can only enter one by one to avoid mixing the classes. You must wait with your child until they are escorted in by a member of staff.

Can we also ask that you do not congregate outside the school. A member of staff will be on hand to direct you. Please make sure anyone else you ask to pick up your child knows the precise timings and the entrance they need. Please inform the school if someone is picking up your child who is not on the usual contact list.

Travelling to school

Please can we encourage you where possible to walk or cycle to school as the spread of the virus is reduced outdoors. If you use public transport, please observe the government rules regarding wearing face coverings. We have facilities for children to leave their bikes in school.

Class Bubbles

Each class will operate as a bubble. They will work, play and have lunch together and be socially distanced from other classes outside their year group. From September, the children in each class will not have to socially distance from each other and they will be able to share a limited amount of learning equipment. The children will be provided with their own set of stationary that they can use daily. The children will be seated facing forward in the classroom, rather than in groups. This may be a little strange at first, but staff will reassure them and give support where necessary.

Equipment

Due to Covid security we will need to limit the amount of things children bring to and from school. The things that they will need to bring daily will be limited to a coat, water bottle, sun hat (if hot weather), winter hat and gloves (if cold) and a packed lunch in a disposable bag. It is important to remind children to take their water bottles home each day. At the start of the term, the weather may be fine, so please put a long-lasting sun cream on your child before they come to school.

We will be looking at how we can provide homework and reading through online learning and we will send further information to you about this in September.

Lunchtimes

On our return in September, Reception, Year 1 and 2 will eat their lunch in the hall. Those children in Year 3 to 6 who bring packed lunch will eat in their classroom at their designated place. Any child in KS2 having a school dinner will eat this in the hall. In order to be able to maintain COVID safeguarding procedures, we will have clear Perspex screens erected on each table. This will enable us to seat as many children as we can in a safe environment.

Breakfast

School have received funding to provide free bagels for breakfast each morning for all the children. This provision is for the Autumn and Spring term only. The bagels will be prepared and delivered to each class for when the children arrive in school.

Snacks

Snacks will be available to purchase in school. However, you can also send your child into school with a healthy snack (i.e. piece of fruit), if you prefer.

Uniform

Full uniform must be worn from September and this includes black shoes. Trainers are not acceptable as part of school uniform. P.E kits are to be labelled and sent into school for the week. As it will be Autumn they will be able to wear tracksuit bottoms as many PE lessons will be outside. PE kits will come home every Friday and will need to be washed and returned to school each Monday. Please ensure all uniform is clearly labelled including your child's coats and hats.

Outdoors

As well as playing outdoors, we will work outdoors as much as possible, as this is the best environment for reducing the spread of the virus. Children also love to be outdoors! An outdoor space has been allocated to each class to use during break times and lunch times. Please bear this in mind when preparing your child for the day. They need to be warm and dry, so a jumper and a waterproof coat are essential.

Communication in September

We need to significantly reduce access to the school for parents and carers. Where possible, all queries must be made by telephone or email. We ask that if you need to speak to a member of staff you phone and make an appointment or send a message to them via the school office. We would also encourage parents and carers to make any appointments for your child outside of school hours and if this cannot happen we need to see evidence of appointments. Please ensure that your child also brings their packed lunch and P.E kit to school rather than you bringing it later on in the day.

Arrangements for if a child is unwell in school

If a child becomes unwell in school they will be placed in an isolation area, supervised by an adult in PPE who will sit nearby. In the rare event of this occurring I imagine this could be very distressing for a child, despite our best efforts to reassure them. This is why we need to be able to contact you immediately, so that an emergency contact can get to the school quickly in order to minimise any distress to your child. It is essential that we have at least two emergency numbers for your child. The office will be chasing this up in September.

Other safety measures

In addition to the above here are some of the things we will do in school to prevent the spread of Covid-19 as much as possible:

- ❖ Regular and frequent handwashing for pupils and use of hand sanitizer will be encouraged in school for adults and staff.
- ❖ Extra cleaning will take place.
- ❖ Your child will be encouraged to look after their own workspace and equipment.
- ❖ The children will be provided with their own storage box and resources to work with whenever possible.
- ❖ Any items they have to share e.g. large construction in Reception will be cleaned regularly.
- ❖ There will be no gatherings in the hall for assemblies or singing.
- ❖ The number of adults the children come into contact with will be limited.

What you can do in addition to the above

- ❖ If your child has symptoms of Covid-19 do not bring them to school. Your household must then follow the government guidance on isolating and getting a test. (see flow chart on website (COVID 19 – September 2020))
- ❖ Dropping off and collecting children, can only be done at the specified time, at the specified entrance/ exit. Late arrivals will not be admitted to school until staff can see that it is safe to do so. Late arrivals will be escorted to their class one at a time in order to maintain social distancing. You **must wait** with your child until they have been escorted into school. Please be aware that this may take some time.
- ❖ If you have missed your allocated pick up time, you **must wait**, socially distanced, on the playground until it is safe for your child to be handed over by a member of staff.
- ❖ You cannot collect your child from school at an earlier time than that specified for your child's class.
- ❖ If your child is given a hospital or unavoidable dental appointment during the school day, arrangements must be made with the school office for late admittance/ early collection. A letter or appointment card from the hospital/ dentist must be provided to the school so that appropriate safety measures can be put in place for the drop off/ collection of your child outside the designated time.
- ❖ Your child and those with whom they live must follow government guidance on social distancing.

Attendance

Attendance at school is compulsory from 2nd September. We will continue to monitor attendance and will ring up each day if your child is absent and we have had no communication from you. I know that you may be anxious about bringing your child to school after such a long period of lock down, however, I can assure you that those children who did return before school closed for the summer settled quickly and benefitted from the routine and structure that school provides. Your child will greatly benefit socially, emotionally and academically from returning to school and you can see from this letter we have put so much in place to ensure their safety.

Holidays Abroad

If you have been lucky enough to have holidayed abroad this summer, please follow the government guidelines on whether you need to quarantine or not. You will also need to inform school of where you have visited together with the date you returned. It is imperative that you follow these instructions, as, if we are informed that you should have quarantined for 2 weeks and you have not then your child will be put into isolation and you will be contacted to collect them immediately.

Learning

When the children return the teachers will be able to get on with what they do best; building relationships with the children, keeping them safe, assessing where their learning is up to and planning to move them onto the next stage of learning. Whether you have done lots of school work in lockdown with your children, or none, we will be able to meet the children where they are, and support them to fill the gaps in their learning and to move on. Please do not add to this challenging time for families by feeling guilty in any way about how you have managed during the lockdown period. We will not be judging you. Every family situation is different, we know you have done your best and that is all anybody can ask for. You have guided your child through an ongoing global pandemic... and that makes you an amazing parent! Now we can continue that work together, supporting each other through the next stage.

School will not be the same as it was in March for our children and I would appreciate it if you could share some of what is in this letter with your children so that they are prepared for September. We have amazing staff who will ensure that your child is safe and happy and will ensure that they continue to receive the very best education during this pandemic.

We will continue to follow government guidance and in the event of a local lockdown or school closure, we will keep you updated on our plans including home learning.

Take care and stay safe.

Yours sincerely

P McGuffie

Headteacher