

1 September 2020

Dear Parents/Carers,

Return to School – Monday 7th September 2020

I hope that you and your family have continued to keep well and are looking forward to the start of term.

We have been busy getting ready for the start of term, making changes to the way in which we work and the way school is organised to ensure that we keep our pupils and staff as safe as possible based on the Department of Education guidance.

When we start back, where possible, children will remain with their own classes and year groups throughout the day to reduce wider contact across the school. Whole-school gatherings, such as assemblies, will not take place and lunch and break-times will be carefully staggered to key stages and year groups, minimising wider contact. We will be providing the full curriculum, including PE and as with any new academic year, we have carefully planned transition activities to help the children to settle into their new class. Please take the time to look at, and share with your child, the short class welcome videos on our website under class pages: https://www.sandyhill.org.uk/web/class_pages

Measures we have in place for September are:

- Staggered start and finish times of the school day. A note of the timings, routes and start of term date, all of which was previously emailed on 16th July, will also be emailed again as a reminder.
- Only one adult to attend at drop off and collection times.
- Parents / carers are not permitted on the school site without a prior appointment.
- Whilst dropping your children and collecting, please adhere to the 2 metre social distancing guidelines and be respectful of other family's needs.
- Pupils will be taught in whole class bubbles.

T: 01726 75858

E: hello@sandyhillacademy.org.uk

W: www.sandyhillacademy.org.uk

Sandy Hill Academy, Sandy Hill, St Austell, Cornwall PL25 3AT

A Company Limited by Guarantee. An Exempt Charity

Registered in England & Wales - Company No. 07387540

Registered Office: Aspire Academy Trust, Unit 20, St Austell Business Park, St Austell, Cornwall PL25 4FD

- Pupils will have staggered play times with their own class equipment.
- Pupils will have their own books and resources.
- Pupils (with the exception of EYFS) will sit in rows, facing forwards.
- Pupils will be encouraged to practise social distancing.
- Teachers will assess teaching and learning in the curriculum in the safest way and avoid touching and sharing equipment where possible.
- Pupils will wash their hands at the start of the day, at break and lunch times, as well as other times as required.
- Frequently touched areas such as door handles will be cleaned regularly by teaching staff.
- Class bubbles will each have access to their own handwashing facilities.
- Toilet facilities will be contained to year groups.
- Windows will be opened as much as possible to ensure that rooms are ventilated. (Please make sure your child always has a school jumper with them.)
- Pupils who are showing symptoms such as a new, continuous dry cough, temperature, loss of smell or taste will be sent home immediately. We will request that they are tested for COVID -19 as soon as possible.
- Pupils who are showing symptoms in school will be isolated until they are collected.
- There are fixed sanitising stations in school across all buildings and both soap and water in each classroom.
- PE lessons will take place outside. Please ensure your child has plain black tracksuit bottoms to wear when weather is cold or damp as PE will still take place.
- There will be no whole school assemblies, school trips or swimming at this time.
- Reading books and reading diaries will be used to communicate between home and school, however, staff will hand sanitise before and after writing in diaries and this will be kept concise. Reception, Year 1 and Year 2 pupils will bring this in their book bags.
- All children will need a named water bottle that will stay at their desk.

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What can parents do to help?

- Please send in PE kit, including outdoor PE uniform, in a separate PE kit bag to be kept on peg in class, the same as has happened in previous years: black jogging bottoms, white (or plain house point coloured) t-shirt and school jumper, dark trainers, thin raincoat.
- Practise personal hygiene with your child, so pupils know how to wipe themselves and wash their hands properly.
- Send in packed lunches that pupils can unwrap independently e.g. yoghurt tubes can be particularly difficult for some children to open.
- Make sure pupils have coats in school every day for breaks and any outdoor lessons.
- Do not send in poorly children. We normally favour a 'can do' attitude, but under these circumstances, we all need to be vigilant and cautious.
- Make sure we have your up-to-date contact details on Arbor.
- Ensure children bring essential equipment to school only in their bag: water bottle, packed lunch (if not having a school lunch), coat, PE kit, reading book and diary.
- All writing equipment and pencil cases will be provided by school.

Where can I seek further support for myself and my family during this time?

There are a number of organisations, both locally and nationally, who may be able to offer support in a range of situations. This is not an exhaustive list, but you may find some contact details useful.

- Cornwall Council 'Together for Families' – <https://www.cornwall.gov.uk/covidresilience>
- Samaritans – 24 hour free helpline 116 123 or www.samaritans.org.uk
- MIND (Mental Health Charity) – 0300 123 3393 (Mon – Fri 9:00 – 6:00) or www.mind.org.uk
- Refuge (advice on dealing with domestic violence) – 24 hour helpline 0800 2000 247 or www.refuge.org.uk and <https://www.gov.uk/guidance/domestic-abuse-how-to-get-help>

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- NSPCC (child welfare charity) – 24 hour helpline 0800 800 5000 (for adults raising concerns about a child) or www.nspcc.org.uk
- Turn2Us (financial support charity / grants) – <https://www.turn2us.org.uk/get-support/Turn2us-Funds/Turn2us-Coronavirus-Grant-Fund>
- Parenting programmes for supporting children of all ages <https://www.supportincornwall.org.uk/kb5/cornwall/directory/integratedworking.page?integratedworkingchannel=1>
- Barnardos 'See. Hear. Respond.' service – Online referral hub: <https://www.barnardos.org.uk/see-hear-respond> Freephone 0800 151 7015

As previously emailed in July, we will have staggered drop off and collection times, with designated areas for each EYFS class, Key Stage One and Key Stage Two. **Please refer to accompanying route plan for timings and directions.** Only one adult per household is to accompany children at arrival and departure times in order to reduce the volume of people on site and avoid congestion. All children will need to remain beside their adult and adhere to the allocated time slot. Please do not arrive early, or late, as we all need to work together in order to support this transition period. We ask that you closely follow the attached route plan and timings and adhere to social distancing on site. The route plan will hopefully help to explain the process.

Please note, new pupils starting with us in Reception with Mrs Evans or Miss Penny have received their dates and times separately as they have a wider staggered start initially, for the first 2 weeks, to support with their transition into starting school.

Similarly, in Nursery with Miss. Polmounter, we look forward to welcoming pupils starting with us from Monday 14th September, ensuring we have plenty of adult support to manage help pupils to enjoy this exciting, transitional stage of Early Years provision.

Without doubt, there will be times when a two-way system will be used by more than one person. In this instance, we ask that we all respect the personal space

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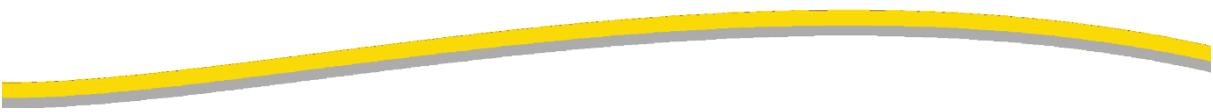
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of other people and adhere to the guidelines. Please reinforce this message with children at home. We ask that only one person drops off and that parents do not gather on school site at all.

Where possible, we will be asking children to walk to class on their own from the main entrance, especially our key stage 2 children and after the first week, hopefully our key stage one pupils also. Early Years children (Reception and Nursery) have their own routes that a parent/carer can follow to the designated 'drop off' where the class teacher will be waiting to greet them. Adults will be present at each drop off point to help with this and to ensure every child receives a warm welcome. Please note all arrivals and departures will need to be prompt in order to avoid congestion at any point or time.

We do understand that coming back in September will be a huge step for some of our children, however, parents will not be permitted to enter the main school site at any time. This is in line with government guidance to safeguard the children and adults. If you ever have any concerns at all, please do not hesitate in contacting us to discuss this. We will miss our 'open-door' policy, but rest assured, we are still here with the same shared aim of ensuring children remain safe and happy at school, 'aspiring to achieve, determined to succeed'. Please feel free to email us: hello@sandyhill.org.uk and we will get back to you.

We look forward to welcoming all pupils to school on Monday 7th September.

Kind regards

Mrs. Rundle
Head of School

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