



**West Green Primary School**  
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**Headteacher: Mr A Hodgson BA (Hons) PGCE**

Monday 13<sup>th</sup> July 2020

## Regarding September 2020

Dear Parents and Carers,

We are writing to you about school in **September**. The government have given us guidance in advance of the summer holidays so that we can get ready for the start of term. Of course this might change, but we thought it best to plan ahead as much as possible. Some of the information in this letter is repeated from a previous one, but there is plenty of new information as well. Please read it carefully.

**The first day of school is Monday 7<sup>th</sup> September**, except for the new Reception children. Attendance will be compulsory for all children from September. During the previous phase of the Covid-19 lockdown, attendance rules were relaxed and there were no fines issued. It is important that you talk to us if you have concerns about your child attending.

Each class of 30 children will be a separate 'bubble', meaning that they have separate playtimes and lunchtimes from the other children. There will be no whole school assemblies or other gatherings of more than 30. How we manage parent's evenings and so on remains to be seen, but it seems unlikely at this point that we will be able to invite parents in to school for assemblies or 'Come and Share our Learning' events.

Each bubble of 30 children will sit together in the classroom. The requirement to socially distance has been relaxed in these bubbles so that we can have all children back in school. Where we are able to, we will get the children to socially distance from each other. Where this is not possible, we will minimise the risk by measures such as regular handwashing, and making sure children are all sat facing forwards. The teachers have been really impressed with the efforts of the children we have had in school to stay apart, and we are sure that everyone will get used to it quite quickly.

The school is also being cleaned in the middle of the day. Door handles, taps and toilet seats will be cleaned amongst other things, and the new lidded bins we have obtained will be emptied of tissues etc... The corridor has a one-way system in place and some furniture has been removed to make more space.

It's very important to us at West Green Primary that we have an honest and open relationship with parents. With this in mind we need to share what will happen if there is a case of Covid-19 at the school. A confirmed case in a class is likely to mean that all children from that class, and the staff in that class have to stay at home for 14 days. If there are more cases in the school, it may be necessary to close more than one class, but the HSE would advise us at this point. For this reason, **it is vital that parents let us know why their child is off school**. We understand that children can get ill for all sorts of reasons, but **until we hear otherwise we have to assume that it could be Covid-19**. Symptomatic children and families should get a test as soon as possible, and share the result with the school.

Alongside this letter, you can read the risk assessment that is available on the school website, which details all of the measures we are taking in order to reduce the possibility of transmission of Covid-19. Hopefully this will make clear the measures we are taking, as well as what is not possible with young children. Constructive comments are invited, and this risk assessment will be updated in response to any concerns or issues. This risk assessment will be updated soon to reflect September opening.

### **New Times of the School Day**

We have had to adjust the school day with a staggered start so that everyone can arrive and leave safely. The table below shows start and end times for each year group. Families with children in multiple year groups should aim for the 9:00am arrival slot, and the 3:00pm pick up slot. **The aim is for everyone to spread out their arrival and departure, so these times are a guide rather than strict cut-offs.**

**We will keep reviewing this and may change it when we see how well it works.**

<b>Class</b>	<b>Target Arrival Time</b>	<b>Arrive No Later Than</b>	<b>Pick Up Time</b>
Year 3, Year 6	8:45 am	8:55am	2:45 pm
Reception, Year 2, Year 5	9:00 am	9:10am	3:00 pm
Year 1, Year 4	9:15 am	9:20am	3:15 pm

At the moment there will be no breakfast club. Chelsea Football Club will provide after school clubs for children from 14<sup>th</sup> September in the following year groups: Mon: Y3, Tues: Y4, Thurs: Y5, Fri: Y6. Details of how to sign up will be available in September.

### **Returning to Education**

It has been lovely to see how pleased the children who returned in the summer were to be back in school. They have all been remarkably resilient. We expect that most children arriving in September will feel this way too. We are hoping that a fresh start with a new teacher in a new classroom will quickly become familiar, and that school will seem as normal as we can make it.

We will be returning to a regular curriculum, but we do understand that there will be some catching up to do. Staff will also take some time to understand how children feel and support their emotional wellbeing as well as their learning. Some subjects like music might be taught differently due to restrictions on activities such as singing.

We have systems set up in school to support families and signpost them to help if they need it. If you would like to access support, please ask to speak to Mr Hodgson (Head), Mrs Chapman (Deputy) or Mrs Andrews (Special Needs Coordinator).

### **Arrival at School**

We have some good news! Mrs Tomsett, the school's Business Manager has been campaigning to get a pedestrian crossing outside the school for over a year now. We can now announce that her efforts have paid off, and a crossing will be installed over the summer break, ready for use when the children return in September! Where appropriate (especially the younger children) the teachers will be taking their classes to look at the new crossing and talking to them about using it safely.

We will be operating the 'RED GATE IN, BLUE GATE OUT' system at the start and end of the day. Both gates will be open. The path has been marked out with a system for keeping left, so that

children can be dropped off at the classroom door and then parents can return to the school gate on the other side. In dry weather you are welcome to walk on the grass as well.



Parents and children are reminded that any social distancing dictated by the government applies on the school premises.

**Please do not linger to chat, sit on benches, or otherwise stop the flow of the one-way system.**

Please do take care outside the school gates as the path narrows significantly. We have chosen not to put down any markings outside, but we know that you will be able to show respect and consideration to the other people arriving and departing.

We ask that one adult only bring each child (or the children from one family).

**If children in Y4, 5 or 6 are to go home alone, we ask that you reconfirm this with the office.**

### **PE kit**

**Until further notice, all children should wear their PE kit on PE days. They can wear their school sweatshirt or fleece over the top and jogging bottoms on colder days.**

This is because getting changed for PE presents a greater risk of contact with others (getting help doing up buttons, accidentally wearing others clothes etc...).

**PE days will be:**

Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Friday	Tuesday Thursday	Tuesday Friday	Monday Wednesday	Wednesday Thursday	Monday Wednesday	Thursday Friday

**Remember that if you are in receipt of certain benefits and apply for Pupil Premium you can get help with the cost of uniform, including PE kit.**

I hope that this letter makes clear all the things you need to know. Please do call or email if you have any questions, using [admin@westgreenprimary.com](mailto:admin@westgreenprimary.com) or 01293526679.

With kind regards,

Mr A Hodgson

Headteacher