

17<sup>th</sup> July 2020

Dear Parents/Carers,

I hope that you and your families are well. As we move towards the end of the summer term, I would like to thank you all for your commitment in ensuring our children have accessed their learning, in the best way possible, during the Covid-19 pandemic. Since March, we have moved from lockdown with school access only for our key worker and vulnerable pupils, to partial reopening with five pods in operation from June and finally, I am really pleased to share with you that the whole school community will be returning to school in September. It will be wonderful to be reunited at last.

## **Year 6 leavers**

I would like to take this opportunity to wish all of our Year 6 children who are leaving us this term, the very best for their next steps. We are immensely proud of you all and we hope that you will look back at your time at Connor Downs with fondness. We have enjoyed seeing you grow, hearing your laughter and watching you develop into super individuals who are ready for their next challenge. As you look forward with excitement to starting your new schools in September, we wish you every success and happiness.

Thank you to the Year 6 parents and carers for supporting your children during their primary school years.

## **Our Opening Plans**

School will open to all of our children on Monday 7<sup>th</sup> September. We are delighted to welcome our new Year R children and Mr. Masters, as EYFS and KS1 lead, has shared plans for a phased transition for our new children joining. We would like to extend a huge welcome to those families new to our school community.

We will be operating our classes throughout the school as separate 'bubbles' and we have carefully considered ways in which to limit interaction between bubbles across the school day. We hope that the following outlines will answer your questions about how we will work in September. However, should the Department for

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Connor Downs Academy, Mutton Hill, Hayle, Cornwall TR27 5DH

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Education (DfE), issue further guidance, then we will alter our plans accordingly and communicate these alterations during the first week of September and before school commences on 7<sup>th</sup>.

## **Social distancing**

Social distancing will be explained to children and there will be an expectation that it remain in place wherever possible. DfE guidance makes it clear that this is not an expectation for our youngest children in Reception.

## **The DfE guidance states:**

*Minimising contacts and mixing between people reduces transmission of coronavirus (COVID-19). This is important in all contexts, and schools must consider how to implement this. Schools must do everything possible to minimise contacts and mixing while delivering a broad and balanced curriculum.*

## **Implementation at Connor Downs Academy**

An extensive risk assessment has been undertaken which has been agreed by the Aspire Health and Safety Team. This risk assessment gives clear guidelines for our daily operations:

- Our children will be grouped in their normal classes which will be referred to as 'bubbles.' The bubbles will work, play and eat separately.
- Social distancing markings have been sprayed on paths and playgrounds and have successfully been used since June 2<sup>nd</sup>. We have included a table identifying staggered times and allocated entrances and exits. Please adhere to the times and markings when dropping off and picking up your child/ren.
- To minimise contact within the parent/carer group, we kindly ask that only one adult accompanies their child/ren to school. Parents/carers will not be permitted to gather before or after school on the school site and we ask that adults enter and exit the school site promptly. When waiting, parents/carers must keep a two metre distance and adhere to the social distancing markings painted on the

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school playgrounds and paths. Parents/carers should avoid face to face contact with each other and staff.

- Tape will be used on interior floors in corridors to direct children and adults to keep left and to adhere to social distancing.
- For children in EYFS and Year 1, we will be using carpet spots to direct pupils. For pupils in Year 2 to Year 6, we will be seating children side by side and facing forwards, rather than face to face or side on.
- Breaktimes and lunchtimes will be staggered so that bubbles do not have contact with other bubbles. Packed lunches and school lunches will be eaten in the bubbles' classroom.
- Tape in all classrooms will be used to ensure there is social distancing when at the front of the classroom listening to the teacher.
- There will be staggered drop off and pick-ups for each bubble. Please see table on the next page.

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## Arrival and Departure Plan:

| <u>Class:</u> | <u>Arrival Time</u> | <u>Where?</u>   | <u>Departure Time</u> |
|---------------|---------------------|---|-----------------------|
| Year R        | 8.40am              | Green gate at the side of the main office, then follow path to outdoor provision. | 3.15pm                |
| Year 1        | 8.45am              | Through playground, up the ramp and to Year 1 outdoor provision.                  | 3.15pm                |
| Year 2        | 8.35am              | Through the playground and up the ramp. Through KS1 main entrance.                | 3.20pm                |
| Year 3        | 8.30am              | Up granite steps and into Year 3.   | 3.15pm                |
| Year 4        | 8.30am              | Across playground and through the back door.                                      | 3.20pm                |
| Year 5        | 8.40am              | Across playground, use the steps and through the back door.                       | 3.25pm                |
| Year 6        | 8.30am              | Through main entrance   | 3.25pm                |

Staff will be ready to greet your child at the designated door and to dismiss your child at the end of the day.

For parents with more than one child, we recommend escorting your youngest child to the designated door first, followed by older siblings.

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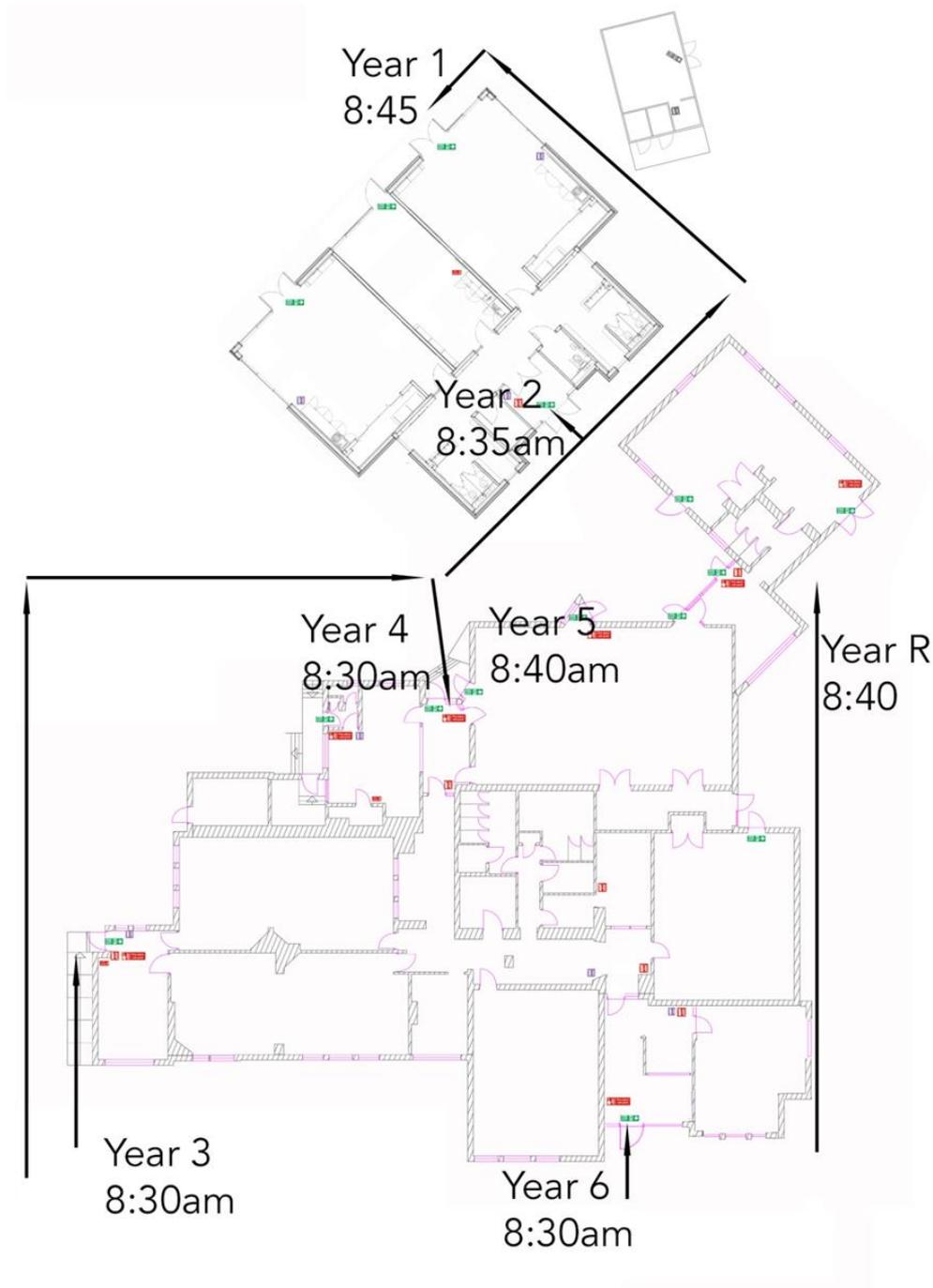
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## Equipment

- Personal equipment for each child i.e. pencil, rubber, ruler, will be stored in named, plastic wallets and will be kept on the pupil desk. This equipment will be provided by the school. At this stage, we kindly ask that no personal pencil cases are to be brought to school.
- Classroom based resources, such as books and games, can be used and shared within the class; these will be cleaned regularly, along with all frequently touched surfaces. Resources that are shared such as sports, art and science equipment will also be cleaned frequently.
- It is still recommended that pupils limit the amount of equipment they bring into school each day, to essentials such as lunch boxes, hats, coats, books and book bags.
- Soft toys cannot be brought into school.
- A personal labelled water bottle will be needed every day.
- Children, teachers and TAs can take books and other shared resources home, although unnecessary sharing should be avoided, especially where this is not educationally beneficial. Books in plastic covers should be left untouched for 72 hours and paper books should be left untouched for 24 hours.
- Reading books can move between home and school but will need to be placed in a quarantine box on return for 48 hours. Children will be asked to follow this rule in class.

## School Uniform

A return to normal school uniform expectations will take place in the autumn term, including black school shoes. Please see the school website for uniform expectations. Please ensure that all items of clothing are clearly labelled with your child's/childrens first and second name.

Reception and KS1 Classes will be able to change into PE kit at their desks but KS2 will remain in their day clothes for PE until further notice due to limited changing facilities.

## Attendance expectations

It is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development.

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School attendance will therefore be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age.
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct.

## **Term Dates 2020/2021 Academic Year**

### **Autumn Term:**

Monday 7<sup>th</sup> September 2020 to Friday 18<sup>th</sup> December 2020

Half Term: Monday 26<sup>th</sup> October 2020 to Friday 30<sup>th</sup> October 2020

Christmas Holidays: Monday 21<sup>st</sup> December 2020 to Friday 1<sup>st</sup> January 2021

### **Spring Term:**

Monday 4<sup>th</sup> January 2021 to Thursday 1<sup>st</sup> April 2021

Half Term: Monday 15<sup>th</sup> February 2021 to Friday 19<sup>th</sup> February 2021

Easter Holidays: Friday 2<sup>nd</sup> April 2021 to Friday 16<sup>th</sup> April 2021

### **Summer Term:**

Monday 19<sup>th</sup> April 2021 to Thursday 22<sup>nd</sup> July 2021

Half Term: Monday 31<sup>st</sup> May to Friday 4<sup>th</sup> June 2021

## **Inset Days for 2020/2021 Academic Year**

The five inset staff training days for the 20/21 academic year are as follows. On these days school will be closed to all children:

- Thursday 3<sup>rd</sup> September 2020
- Friday 4<sup>th</sup> September 2020
- Friday 12<sup>th</sup> February 2021
- Friday 28<sup>th</sup> May 2021
- Friday 23<sup>rd</sup> July 2021

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## The School Office

The School office will remain out of bounds to the pupils and parents/carers except in an emergency. Should parents/carers need to contact the school, please do so via email [hello@connordowns.org.uk](mailto:hello@connordowns.org.uk) or telephone 01736 753135. If parents/carers would like to speak with a member of staff, this will be by appointment only.

All payments must be made using parent pay as all schools must remain cashless. We will currently be unable to sell uniform items via reception.

## Curriculum

After an initial welcome back to school, transition activities and assessments, we will resume all regular learning. Inevitably, we will need to identify and initiate 'catch-up' interventions - these learning support opportunities will be in addition to our broad and vibrant curriculum with plenty of outdoor experience and not instead of it. Whole school gatherings such as assemblies or collective worship will not be possible. However, children will still have times of quiet reflection within their class bubbles and our full Personal, Social and Emotional curriculum will be ongoing and delivered through SCARF framework. SCARF stands for Safety Caring Achievement Resilience and Friendship.

## Extra-curricular provision

At least until October half-term there will be no clubs offered. This will be reviewed and depending on circumstances, we will aim to reintroduce after school clubs after half term. It is likely that clubs will be conducted within class bubbles to avoid cross contamination risks.

## Music Lessons

For the initial return to school, due to increased risk of transference, Instrumental music teaching will be suspended awaiting further, more detailed, DfE guidance.

## Educational Visits

No overnight educational visits are permitted for the autumn term. Day trips may recommence after the first part of the autumn term.

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## Pupil wellbeing and support

During the first few weeks of the autumn term, staff will need to be sensitive to children's needs. We will offer opportunities to share experiences, look forward to the time ahead together and discuss health and wellbeing strategies in an age appropriate way using our Trauma Informed Schools approach. If you would like to inform your child's/ren's class teacher of any experiences during lockdown, please send an email entitled; "What I would like the teacher to know" to [hello@connordowns.org.uk](mailto:hello@connordowns.org.uk) . This will enable us to know what the experience of lock down has been for your family and you can share anything you wish with staff. This will be kept confidential.

## Behaviour Expectations

Our 'Managing and supporting positive behaviour' policy is located on our school website. This policy has been updated to take into account the Covid-19 expectations, see below. Please read through these expectations with your child/ren prior to return to school in September. Staff will support children to become familiar with and to follow these expectations, in order to safeguard the school community.

## COVID-19 Expectations.

The below expectations are informed by the DfE Guidance – 15/05/20  
<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>

Key areas from the DfE document below:

- All children to follow the altered arrival and departure routines and to adhere to staff instructions.
- All children to follow instructions on hygiene including handwashing and sanitising throughout the school day.
- All children to understand the need to remain in their allocated bubbles during teaching and break times, to support social distancing measures.
- All pupils to stringently follow the social distancing measures around the school site as indicated by floor and playground markings and expectations within each bubble setting.

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- All pupils to use a tissue when coughing, sneezing. Pupils to know and follow the 'Catch it, bin it, kill it,' rule.
- All pupils to avoid touching their mouth, nose and eyes with their hands.
- Pupils to immediately report to an adult if they are experiencing symptoms of coronavirus.
- Pupils to understand that they must not share any of their equipment including drinking bottles, with any other pupil.
- Pupils to follow all instructions given at breaktimes including location, access to equipment and social distancing during play.
- Pupils to only use the allocated toilet facilities for their bubble and to wash hands thoroughly before returning to class.
- Pupils to understand that there is a zero tolerance on coughing and spitting towards another person. Should this take place, the parents/carers will be contacted and the pupil will be asked to leave the site on Health and Safety grounds.
- The Good to be Green rewards system will remain in place with golden time being conducted within the bubble setting.

## Assessments

Currently the DfE have indicated that all statutory primary assessments will take place in the 20/2021 academic year. These include:

- a phonic screening check for Y2 pupils in the second part of the Autumn Term (to fulfil the missed assessment requirement from Y1)
- the phonics screening check for Y1 in May 2021
- KS1 tests and teacher assessment for Y2 in May 2021
- the Y4 multiplication tables check in June 2021
- KS2 tests and teacher assessment for year six in May 2021

Thank you for taking the time to read this information. I appreciate that it is detailed but I wanted to provide some assurances before you go into the summer break and to answer some of the questions you will all naturally have. Please be assured that the safety and well-being of all our children has been our highest priority in planning for the return in September.

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**Connor Downs**  
Academy

# Connor Downs Academy

Head of School: Mrs J Eddy

I hope that you have a wonderful summer with your families and friends and that you all stay safe and well. We are really looking forward to being together again in the autumn and although it will be different, with your support, we will make it work!

Kind regards,

Mrs. Eddy  
Head of School.

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