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IN DEVON

Lew Trenchard C of E Primary School

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23.2.21

Dear Parents / Carers,

We are really pleased that we can fully re-open from Monday 8th March.

We would like to take this opportunity to thank you all for your support during the last half term and for all your hard work with your children. Thank you also to all the staff for their hard work and dedication during this time.

Finally, well done to all the children who have worked so hard and shown great resilience and determination during these difficult times. We are proud of you all.

We are really looking forward to having all the children back, however, as you will understand, there will still need to be many protective measures in place to keep everybody as safe as possible. In line with the latest government guidance, we will update our risk assessment prior to the children returning. The latest version will be uploaded to the school website before full re-opening.

Protective measures will include the following:

- Staff will continue to test twice a week using lateral flow tests
- Regular hand washing throughout the day
- All adults MUST wear a face covering when on the school grounds, unless they are exempt.
- Any child who has a persistent cough, high temperature or loss of taste and/or smell must not attend school and a test must be carried out. If positive, the school must be contacted immediately.
- All children will continue to be taught in class bubbles. Please help us not to mix the bubbles by ensuring that children from different bubbles continue to socially distance at drop off and collection times and outside of school times.
- Please ensure that you socially distance from each other at collection and drop off times.
- Please drop off and collect children at the appropriate times and use the designated entrances for your child's class. (Reminders of times and entrances are below)
- Please ensure that your child wears lots of layers into school as the windows will be open for extra ventilation. Children will also be doing lots of learning outdoors.
- If you need to contact a member of staff, please phone the school office. Do not come into school.

If at any time the school must close due to the virus, the teaching staff will provide home learning virtually by Zoom and Dojo.

Many thanks for your co-operation.

- **Staggered start and finish times** will be used as per the government guidance, to reduce congestion and therefore the mixing of too many adults at these times. **We ask that you stick to these times and support this through remaining outside of the school gates until your child's allotted times.** As previously, we ask that children enter alone to go to their class door/line up point. It is important that only one adult per family is present at drop off/collection times and that younger siblings are not roaming free in the school grounds. Please do not congregate at the school gates. The government is strongly encouraging families to walk to school where possible or park and walk when not. We have reduced the lunchtimes to ensure that the staggered times do not shorten the teaching time for children. Please follow signage and one-way systems. Again, we are sorry, but parents cannot be admitted to the building and will need to drop promptly to maintain social distancing for the next in line to drop or collect.

Times:

Pupils with surnames A-M inclusive have a drop off time of 9am and collection of 3.10pm. Pupils with surnames N – Z inclusive will have a drop off time of 9.10am and collection of 3.20pm. **PLEASE BE PROMPT.**

- **Communication with the teacher** will be harder as we are used to those drop off/pick up conversations with teachers. We will still require parents to work with us, especially with regards to drop off and collection. However, with the need for prompt dropping and collecting to observe the 10-minute slots and maintain social distancing, this will not be feasible. If you need to talk to a teacher, please use Dojo to arrange a phone conversation to discuss any issues. Parents will not be able to congregate on the school grounds or outside the school gates. Parents will continue to access the school office by appointment only.
- **Breakfast Club** will be open again as previously. This must still be pre-booked and paid for via School Money and will run from 8.15am. Pupils will be collected at the main gate at 8.15 am prompt and will be taken to the hall by a member of staff. The staff member will sign the child in. Before your child can attend for the first time an updated breakfast club form will need to be completed with correct contact details and allergy/medical information on.
- **Wrap around care** will be offered again but will be held in the school hall. Initially, we will offer two collection times of 4.30 pm and 5.30 pm.
- **Lunches** will also be run on a staggered timetable to reduce the contact between bubbles. This will be free to all pupils up until the end of year 2 and £2.30 a meal for all other year groups unless your child is entitled to Free School Meals. Dinners will need to be ordered and paid for on our School Money system by 12 noon on Sundays prior to the start of the week for the full week. For those children choosing to bring a packed lunch, these will need to be brought in a plastic lunchbox clearly named. **(No canvas type bags please).** All pupils will need a named water bottle in school every day.
- **Breaktimes** – children will play in zoned areas, at staggered times, within their class bubbles.
- **Uniform** – children will be expected to wear uniform. Current government guidance says this does not need to be changed more frequently than normal or washed in any special way. To ease transitions and enable us to use the school field for more space for bubbles, we'd like all children to come in trainers and not formal school shoes. This we also feel may reduce financial burdens on families who are still furloughed or not working. The children will need a raincoat and wellington boots in every day as we will be outside as much as possible each day.
- **Equipment** – the children will be allowed a school bag, but it is advisable to purchase one that is easy to wash frequently. The children will only need to bring their lunch and reading book, so a small bag is preferable or just a book bag. **They must not bring in equipment, toys or pencil cases from home.** When returning reading books, the class staff will show children where to place the books and issue new ones.
- **PE kit** – children will need a pair of jogging trouser and sweatshirt in grey or black and a PE t-shirt (either a Lew Trenchard PE top or a blue t-shirt). They will generally have their PE on one afternoon a week so that there is no mixing of bubbles in the outside or hall spaces and the coaches we employ only work with them that afternoon. **To make things simpler, we ask that the children come to school in their kits for their PE day.**

PE days will be decided as soon as possible, and we will let you know before Friday 5th March.

- **Curriculum Information** - The school curriculum, although focusing on core subjects and catch up where required, will still be broad and balanced giving children experiences in all foundation subjects. We will be going outside as much as possible.
- **Classroom set-up** – Pupils will still be learning in forward facing rows. Equipment will be limited, especially soft furnishings and will be washed frequently. The classrooms will be cleaned throughout the day and at lunchtime, communal areas such as toilets, will be cleaned too.

A reminder, that from 8th March, the government and the Department for Education have stated that attendance in school is again compulsory. We will resume our normal procedures for recording absence. Please note, due to the extended absence of all children, term-time holidays cannot be authorised.

At the forefront of our approach to the return will be children's well-being, identifying and addressing gaps in learning and resuming school life as quickly as possible.

The COVID-19 risk assessment will be updated and available on the website by the end of the week of the 5th March.

Thank you for your continued support.

Kind regards,

Louise Hussey
Executive Headteacher

Liz Davy
Head of School