



# Giffard Park Primary School

Broadway Avenue, Giffard Park

Milton Keynes, MK14 5PY

Tel: 01908 617868

Headteacher: Miss E Donoghue B Ed (Hons)

Email: [office@giffardpark.milton-keynes.sch.uk](mailto:office@giffardpark.milton-keynes.sch.uk)

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

## Update for the planned return of all children to school in September 2020

Dear Parents/Carers,

I am writing to you after having fully digested the DFE guidance released on the 3<sup>rd</sup> July 2020:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

I have spent a great deal of time with my Senior Leadership team in putting a plan in place in order for us to be able to welcome back all of the children from Smart Steps to Year 6 in September. This letter is quite lengthy as I have tried to anticipate the questions that you may have and also to explain in as much detail as possible what September will look like for the children. Please do take the time to digest the contents of this letter.

### What September will look like at Giffard Park

School will start for all pupils on **Monday 7<sup>th</sup> September 2020.**

### I don't want to send my child / children in. Is it compulsory?

It is compulsory to send your child to school from September 2020 unless a statutory reason applies (for example, the pupil has been granted a leave of absence, is unable to attend because of sickness, is absent for a necessary religious observance etc).

The DFE guidance states the usual school rules on attendance will apply, including:

- Parents' duty to secure that their child attends school regularly
- Schools' responsibilities to record attendance and follow up absence
- The availability to issue sanctions, including fixed penalty notices in line with local authorities' code of conduct.

### What time will I have to drop off/pick up my child?

Children will need to be dropped off and collected at the stated staggered times. (See the start and end times of the day below.)

### Who can come with me to pick up my child or children?

- No parents/carers will be able to enter the school site without prior arrangement.
- Only one adult will be able to come to the drop off and pick up points to collect their children and social distancing outside the school grounds must be adhered to.
- Gathering at the school gates is not allowed.
- Urgent communication can be made with the staff member on the gate, for all other communication please email or telephone the school office.



### **Start and end times of the day**

We will be slightly staggering the start and end times of the school day. I fully appreciate for parents with different children in different year groups this might prove to be challenging and as such we have planned to make this as easy as possible for you.

For the children in Year 2 and 3 that have other siblings in school parents/carers can choose to either pick up those children at the front of school with their siblings – or collect separately from the rear and front gates. Please contact the school office if you wish to pick up siblings together.

For all other year groups the children must be collected from their allocated gate.

The Foundation times are for when all the children are in full time from week commencing 28<sup>th</sup> September.

Children will enter and exit their designated gate, keeping a social distance and following markings on the ground. They will be met by the staff member leading their team and escorted to the classroom.

A queuing system and a process for staff to greet each child has been agreed, children will wash their hands immediately on arrival. Children will then use anti-bacterial hand gel as they enter individual classrooms. (Should your child be unable to use anti-bacterial hand gel – please inform us via email at [school@giffardpark.milton-keynes.sch.uk](mailto:school@giffardpark.milton-keynes.sch.uk))

<b>Year Group</b>	<b>Drop off time</b>	<b>Collection/drop off point</b>	<b>Collection time</b>
<b>Smart Steps</b>	<b>8.30am</b>	Car park pedestrian gate (normal entrance for Smart Steps)	<b>3.30pm</b>
<b>FS (w/c 28/09/20)</b>	<b>8.40am</b>	Playground gate	<b>3.10pm</b>
<b>YEAR 1</b>	<b>8.35am</b>	Playground gate	<b>3.15pm</b>
<b>YEAR 2</b>	<b>8.35am</b>	Back gate (Y3/4)	<b>3.15pm</b>
<b>YEAR 3</b>	<b>8.40am</b>	Back gate (Y3/4)	<b>3.20pm</b>
<b>YEAR 4</b>	<b>8.40am</b>	Pedestrian gate	<b>3.20pm</b>
<b>YEAR 5</b>	<b>8.35 – 8.40am</b>	Car Park gate	<b>3.20pm</b>
<b>YEAR 6</b>	<b>8.35 - 8.40am</b>	Car Park gate	<b>3.20pm</b>

### **Is the school going to be 100% safe and stop my child from catching the virus?**

No. I cannot state that we can prevent child to child, child to adult, adult-to-adult or adult to child transmission. Many children, especially those who are in Smart Steps Preschool, Foundation, Year 1 or children with particular special needs will not understand or be able to follow social distancing guidance.

### **If I do send my child to school, what are the plans to keep them safe?**

We will try and keep all children and adults as safe as possible by following the Government recommendations as follows:

Children will:

- Be in year group bubbles. For the majority of the time they will be based in their classrooms, however there will also be times where they will mix as a whole year group eg: break and lunchtimes.



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- Be encouraged where possible to be socially distant and will remain in this 'bubble' until the guidance from the Government changes. They will not be able to mix with other bubbles within the school
- Have access to antibacterial hand gel and be reminded constantly and be supervised when washing their hands
- Have an individual tray provided by the school for their resources e.g. pens, pencils, rubbers, rulers - these will not be shared with other children
- When seated at tables – be in rows facing the front, side by side
- Only share other resources (e.g. playground resources) with their own bubble- these will be cleaned each day
- Have staggered breaks throughout the day and will only have their break with their bubble, separate from other bubbles on the playground
- Only drink from their own water bottle
- Only eat snacks or lunch with the children in their bubble
- Be dropped off and picked up at staggered start and end times
- Children will have their temperature taken using a non-contact thermometer and any child with a temperature and or a cough will be sent home immediately and required to self-isolate

A full review of our risk assessment will be carried out at each change of guidance to ensure we are following all guidance on keeping everyone as safe as possible.

## What happens if my child develops symptoms?

If your child is displaying symptoms of coronavirus, you must not bring them into school. If they develop or have suspected symptoms in school, then they will be sent home and they will need to self-isolate until they are tested and the results are negative. Tests can be booked online through the NHS [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet.

## What if my child is shielding or self-isolating?

There may be specific medical and health reasons why your child may be shielding. If that is the case, please contact us at: [school@giffardpark.milton-keynes.sch.uk](mailto:school@giffardpark.milton-keynes.sch.uk) in order for us to support you.

## Who will be teaching my child?

The guidance from the Government states that: *'All teachers and other staff can operate across different classes and year groups in order to facilitate the delivery of the school timetable.'*

You will have already received a letter on 3<sup>rd</sup> July, to inform you of your child's new class teacher for September. As far as possible, the staffing will be kept consistent with children being taught by their class teacher. The only time the children may be taught by a different member of staff is either in case of an absence, or for PPA cover, Phonics and Maths in KS2, however the adults assigned to teaching in these instances will remain the same.

## Will the children be taught a broad and balanced curriculum?



Our first priorities will be to help the children feel as happy and safe as possible about returning to school and to teach them about social distancing inside and outside the school building.

The first week will be focused on supporting the children in adjusting to being back in school and in a more structured daily routine. Re-building relationships and expectations will form a key part of their initial return. Daily timetables will also include daily instruction and reminders about health protocols and values.

Learning and assessment will then focus on catching up the most important missed content with an aim to return the school's normal curriculum in all subjects by summer 2021. We will also be providing pastoral support with approaches to improving physical and mental wellbeing. Our curriculum provision will continue to involve as much outdoor learning as possible.

Assemblies will take place within classes; there will be no whole school assemblies.

Statutory primary assessments will take place in summer 2021 including:

- The phonics screening check
- Key stage 1 tests and teacher assessment
- The Year 4 multiplication check
- Key stage 2 tests and teacher assessment

### **Will my child have to wear uniform?**

All children are required to wear Giffard Park uniform (Maisies is open). Please ensure that all clothing is clearly labelled. On the days that the children are scheduled to have PE/Games (see days below) they will be able to come into school in their PE kit. Please ensure that this is Giffard Park PE kit in school colours and no football shirts ie: Black/red jumper, black bottoms.

**FS/1 classes (Rosen and Carle) - Tuesday and Friday**

**Year 1 (Donaldson) - Friday**

**Year 2 (Dahl & Browne) - Tuesday**

**Year 3 (Blake & Pullman) - Thursday**

**Year 4 (Walliams) - Monday and Thursday**

**Year 4 (Morpurgo) - Thursday and Friday**

**Year 5 (C S Lewis & Tolkien) - Tuesday**

**Year 6 (Shakespeare & Dickens) - Thursday**

### **Will children be able to bring things in from home?**

Children should bring in the following items:

- A labelled book bag (to bring home reading books and library books)
- A rucksack/school bag
- A lunch box (if not receiving a school lunch)
- A named water bottle.
- The children must bring a school jumper every day, as it may be colder in school as we have to keep windows and doors open.
- They must also bring a named coat.

They must not bring in toys, cards, games or other items from home.

### **Will lunches be provided?**

For the first half term, children who usually have a school lunch will be able to order one from Essence but this will be a packed lunch so that we can eat safely in our classrooms. (A letter with further information about ordering lunches will come out to you shortly.) Alternatively, parents may choose to send their children in with



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a packed lunch. I am hoping that we will be able to make the transition back to hot school meals after half term in October.

## **What will break and lunchtimes look like?**

Break times and lunchtimes will be staggered. The children will eat their lunches in the classrooms and will also have time to play outside. Both playgrounds will be divided into zones and each year group will be allocated a zone where they will play with equipment dedicated to them. Bubbles will not be allowed to mix.

## **Will the breakfast club or after school club be open? Will there be any after school clubs?**

I have spoken with Premier Sport and it is my aim that they will resume their wrap around care from September 2020. A further letter will come out with details of how this will work.

## **Will any changes be made to cleaning?**

All resources shared by a group will be cleaned at the end of each day. All classrooms will be cleaned when children are out on their breaks and at the end of each day. The whole school will be cleaned at the end of each day. Toilets will be cleaned three times within the day and at the end of each day.

## **Will the teachers and children be provided with PPE?**

Government guidance states that our staff and children do not need PPE equipment. If an adult chooses to wear PPE equipment to help them feel safer I will support this but we have not been requested to supply it. Children will not be provided with PPE equipment. If you choose to send them in with a mask then they will have to change this themselves and know how to dispose of this safely.

## **If I choose not to send my child to school how will I know any changes?**

We will keep you fully informed through Parentmail, letters, Facebook and personally by answering email/telephone queries.

## **How do I know where you are getting your guidance from? Which document may help answer any of my other questions?**

Guidance for parents and carers as schools and other education settings in England open to more children and young people can be found here: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

Thank you for taking the time to read this guidance carefully,

Yours sincerely,

Miss E Donoghue  
Headteacher

