



Upper Beeding Primary School

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Head Teacher: Mrs R Linford

Friday 5th March 2021

Dear Parents/Carers

Thank you so much for the many lovely comments at our recent parents' meetings about the remote learning and Google Classroom. We really appreciate how hard parents have worked with their children to try to keep the learning going, whilst also managing their own personal circumstances. You are more than welcome to send in any work the children have completed at home when they return to school next week. We would love to see it.

We are really looking forward to seeing all the children on Monday and I would just like to reassure you of the safety measures and systems we have in place, together with the expectations we are asking of parents and children to make sure that our whole community can return as safely as possible.

Year Group	Drop off time	Pick up time	Drop off and Collection Point for Pupils and Parents
Y5/6	8:40 – 8:50	3:10	Year 6 side gate in Church Lane by the Old Building. All classes: Morocco, USA, Iceland and Italy enter school from this gate. USA and Italy exit from this gate. Morocco and Iceland exit from main school front gate by Kenya class.
Y3/4	8:40 – 8:50	3:05	Main School Front Gates Side gates by Kenya class: Canada and Mexico Side gates by Reception Class: France and India
Y1/2	8:50 – 9:00	3:00	Main School Front Gates Side gates by Kenya class: Australia, Greece, Kenya
EYFS	8:50 – 9:00	2:55	Main School Front Gates Side gates by Reception Class: China Red and China Blue

DROP OFF

- Only **one adult** should come to school with his/her child and ensure that appropriate **social distancing is maintained**. (If siblings cannot be left at home, they must stay with you and not mix with others).
- **Once your child/children have gone into school, adults should follow Government guidance and not use this time for a social gathering. Please leave the school site as quickly as possible.**
- **Face masks** must be worn by the adult dropping off, unless exempt.
- **Please arrive within the 10 minute drop off time.**
- **Year 5/6 only** may walk to and from school on their own.

PICK UP

- To keep waiting to a minimum, please do not arrive at school until the start of your pick up time.
- Reception parents wait on grass area / car park spaces by Reception gate – please do not block the path.
- Y1/2 parents wait on grass areas either side of pathway to side entrance by KS1 classroom Kenya (Mrs Gilpin).
- Please leave immediately once you have collected your child so KS2 parents have space to wait and collect their children.
- If you have to wait for a sibling, please keep all children with you and ensure social distancing is observed.



If you can see other parents and children are waiting, please ensure you **leave an appropriate social distance between family groups** in your waiting zone and stay back from the gate areas until you can approach safely.

- **For those who arrive by car**, please park away from the school and then walk the last part of your journey.
- **Our car park will continue to be out of use for all parents** to enable everyone to maintain social distancing.

We will review our systems once the current [Government national Lockdown restrictions](#) are updated on 29th March to reflect any changes that we are able to implement. Until then, please remember that we still are in a national Lockdown and, as a community, we need to do all we can to keep each other safe. Please click on the above link for full guidance but for your information, the main requirements are:

- Stay at home unless you need to leave your house, e.g. work, taking children to school, shopping for food.
- You can spend time in a public space for recreation with **one** other person who is not in your household whilst maintaining 2m social distance.
- You can exercise with **one** other person not from your household.
- Arrangements where you can meet others (not for socialising) are for childcare and support bubbles

Uniform and what children need in school:

We expect children to come to school in school uniform/school shoes and to bring in appropriate PE kit/trainers/plimsolls. **Please ensure that all items are clearly named.**

Children will need to bring their own resources (please contact us if any item is an issue and we of course will help.)

- Their own **standard size pencil case/sandwich bag** (named) containing a sharpened pencil, pencil sharpener, pen (KS2), colouring pencils, ruler and glue stick. (Please do not send Smiggle, oversized or furry pencil cases, or felt tips into school).
- **Named water bottle.**
- **Named coat.**
- **Named lunchbox** if having packed lunch.
- **Healthy snack** for breaktime – KS2 children (provided for KS1).
- **Named PE kits**, including trainers/plimsolls.

If children in Year 5/6 have to bring a mobile phone to school with them, it will be their responsibility to hand to class teachers at the beginning of each day and collect again at the end of the day. All mobile phones must be turned off and they will be locked away for the day. If children do not follow this expectation, we will ask them not to bring their phones to school.

School Lunches

These will continue to be staggered. Reception, Year 1 and Year 2 have hot meals provided (UIFSM). We would ask that, where possible, KS2 children (Years 3, 4, 5 & 6) bring a packed lunch from home, but if you need your KS2 child to have a hot meal, you can order from Chartwells in the usual way.

- Hot Meals will be served in the Main Hall with tables socially distanced.
- Packed lunches will be eaten outside (weather permitting) or in class bases.
- When children go outside at break and lunchtimes, they will only be allowed in their designated play area and allowed to play with the children from their super bubble.

Messages

The School Office will be manned, but we respectfully ask that you continue to limit phone calls to emergency information and enquiries only. Please use the School Office email address for contact and communication as we will still not be able to have the normal drop-off/pick-up 'chats'.

Please try to ensure that messages do not need to be passed onto your children during the school day so office staff do not have to enter into different bubbles.

Any visits to school will be by appointment only and any conversations with teachers will mainly need to be by phone, Google meets, or email. If parents have to visit the School Office, face masks must be worn.



If you have any queries or concerns, please do not hesitate to contact us.

Best wishes and stay safe.

Becky Linford
Head Teacher

