



26<sup>th</sup> February 2021

Dear Parents/Carers

## BACK TO SCHOOL

Orchard Vale Community School,  
Westacott Road, Whiddon Valley,  
Barnstaple, Devon EX32 8QY  
T: 01271 375074  
E: orchardvale@ventrus.org.uk  
W: ovschool.co.uk

As you will all know Orchard Vale is set to reopen to all year groups on **Monday, 8<sup>th</sup> March**. Most of this information was sent to you via email in September and we things will be run along the same lines as the autumn term.

We will be resuming our protective class bubbles and in order to reduce the mixing of these bubbles we would ask for parent's help in staggering your arrivals in the mornings to ensure there are not too many children and parents on the playground at the same time. We obviously would like to avoid queues forming at the gates and socially distancing must be adhered to at all times. Parents are still unable to enter the school building either through the office entrance or through the playground.

Please could parents and children enter the school playground **between 8.30am and 8.50am** through the emergency gates at the bottom of the playground. To allow safe access we will close the staff car park from 8:30 – 9:30am.

As this time will be very busy please could we ask all parents/carers not to use the turning circle for drop off or pick up. There will be markings on the playground to signal where to wait safely. Members of staff will be on the playground to direct children into class.

Breakfast club will operate as usual. We are trying to put after school facilities in place ensuring we adhere to the Government guidelines. Once we have more information about after school support, we will communicate this to our parents via email.

When collecting your child at the end of the day could we ask **one parent only** to wait on the playground, safely spaced on a marker, and your child will be brought to you by the staff members in their class. Please arrive promptly at the allocated time as children will need to wait on the playground until collected.

Collection times		
3:00pm – 3:10pm	Reception	Children will be brought out to the playground, please arrive promptly.
3:10pm – 3:20pm	Year 1 and 2	Children will be brought out to the playground, please arrive promptly.
3:20pm – 3:25pm	Year 3 and 4	Children will be brought out to the playground, please arrive promptly.
3:25pm – 3:30pm	Year 5 and 6	Children will be brought out to the playground, please arrive promptly.
3:30pm	Nursery and Little Seeds	Parents please wait in the playground on the markers outside the nursery gate.

If you are dropping or collecting children in different year groups you are welcome to wait on the playground. We will ask you to wait to one side to allow the other parents through. If your child is in year 5 or 6 and normally walks home on their own, they may continue to do so but we do ask that you speak to your child about not gathering in groups and continuing to observe social distancing on their way home. It would be helpful if you could please inform us if your child is walking home and if this is a regular arrangement.

### Class groupings

Children will stay within their class throughout the day. This will form their protective bubble with a class teacher and support staff allocated to each class. Each class will have lunch and playtimes together and will avoid mixing with other groups in school. The class bubble will also be allocated their own toilets and a section of the playground to use. This will limit the number of people your child will meet during the day and the risk of infection.

In the case of staff illness, we may have to cover the class with a different member of staff but we will try and keep the addition of other members of staff to a minimum and avoid switching between classes. Children receiving interventions will receive these within their class. The government have asked us to request all staff perform a Lateral Flow Test twice a week to identify those who may show no symptoms and will hopefully identify positive cases early to break the hidden chains of transmission. Staff are required to wear masks in communal areas of the school but not whilst in their class bubble.

### Nursery

The Nursery and Little Seeds day will run as normal and children will be able to access their normal hours. Children being dropped and collected at the beginning and end of the school day will arrive and be collected on the main playground outside the nursery gate. The one-way system will be in place and parents will need to enter through the large playground gates.

We hope to keep children being dropped and collected within the school day to a minimum and this will be through the separate nursery entrance. Parents will need to press the buzzer and wait by the door.

Parents will still be able to access their 15 hours or 30 hours funding and any additional hours will be invoiced. Once your hours are set these will remain in place for the whole term and cannot be changed. This way we are able to monitor and track children.

### Lunchtime

Lunches will be eaten in your child's classroom at their allocated table. Tables will be washed and sanitised before eating and children will be asked to wash their hands. School dinners will be delivered to and eaten in the classroom and will be served in compostable containers. Children will have playtimes outside and these will be staggered with other classes to aid segregation and avoid cross contamination.

Packed lunches should be in a container which can be washed daily to limit the risk of infection. All children will need to bring a named plastic drinks bottle, which they will keep on their tables. Refills will be available if needed.

If your child is in Reception, Year 1 and 2 they can request a meal under the Universal Free School Meal Scheme. All children entitled to Benefit Related Free School Meals will be provided with a meal.

All children are welcome to enjoy a school lunch. If they do not fall under the above category parents will need to pay in advance online through Parentpay. We are currently unable to accept cash at the office. Please see the website for our current menu. Children's meal choices will be taken during class registration.

## Uniform and school resources

Children should wear their school uniform with sensible school shoes.

You are able to place orders for uniform using your Parentpay login (polo shirts with logos, sweatshirts, book bags or PE bags). Please pay for these items online, send the school office an email ([orchardvale@ventrus.org.uk](mailto:orchardvale@ventrus.org.uk)) confirming you have placed an order. We will then contact you to confirm when you are able to collect this from the office.

We have a selection of donated good quality and clean uniform items, which were bagged. We appreciate that some of our families may be facing financial difficulties. If you would like to enquire about obtaining some of these items please contact the school office, by telephone, and we will make suitable arrangements for you to collect items.

### PE Kits

Key Stage One and Two - To avoid cross contamination with clothing getting mixed up we would like children to come to school in their PE kits on the days they have PE sessions.

Years 1 and 2 – Tuesday and Thursday

Years 3 and 4 – Monday and Tuesday

Years 5 and 6 – Wednesday and Friday

Nursery, Reception – children should wear shoes they are able to do PE.

As the weather warms up, if we are expecting sunny weather parents are advised to put a good layer of sun cream on children before they arrive at school, as staff will not be able to do this. Don't forget to send in a named sun hat.

We will ask children to limit what they bring to school each day. They will need a coat, named drinks bottle, healthy snack and packed lunch (if required). We will provide children with all the equipment and resources they need in school, placed in a pack on their table which will not to be shared by other children.

We will not be able to accommodate unnamed lost property so please ensure you label all clothing and other items brought into school.

## Curriculum

The health and mental wellbeing of the children and staff is of the upmost importance whilst children are in school and we will endeavour to make everything as child friendly as possible and to keep to the school routine.

We will continue to use Teams for homework and if children are required to self-isolate.

## School Office/Absence/Covid-19

We ask that you continue to refrain from visiting the school office in person and communicate by telephone or email ([orchardvale@ventrus.org.uk](mailto:orchardvale@ventrus.org.uk) or 01271 375074). The office is currently unable to accept cash payment for any items.

Registers will be taken daily. If your child is not attending school, for any reason, please contact the school office. If we are expecting your child and they are not in school by 9:30am we will call you to follow this up.

**If anyone in your household is showing signs of Covid 19 do not send your child to school.** The whole household will need to self-isolate for 10 days. Once you have received the results for anyone showing symptoms of Covid 19 please advise the school office.

If your child is showing signs and the result of the test is positive your child must remain off school and everyone in the household must self-isolate for 10 days. Notify the school immediately as the other members of your child's class protective bubble will also have to isolate for 10 days.

If your child's test returns as negative and they are not showing any of the signs, then your child can return to school. However, if any member of the household tests as positive your child must stay at home for 10 days.

If your child is showing any signs of illness whilst at school they will be taken to an isolation room, under adult supervision, you will be asked to collect them immediately and you will be advised to arrange for the relevant tests. The school will not be testing anyone on the premises. Obviously, all areas the child has been in will be thoroughly cleaned in line with the Government requirements

Symptoms include:

- Raised temperature.
- Persistent or unusual cough.
- Loss or change to your sense of smell or taste.

## Behaviour Policy

Your child will be expected to be able to keep themselves and others safe. This includes following:

- Any altered routines for arrival or departure.
- School instructions on hygiene, such as handwashing and sanitising.
- Instructions on who pupils can socialise with at school.
- Moving around the school following specific instructions (for example, one-way systems, out of bounds areas, queuing, lunch routines).
- Expectations about sneezing, coughing, tissues and disposal ('catch it, bin it, kill it').
- Telling an adult if they are experiencing symptoms of Covid-19.
- Rules about sharing any equipment or other items including drinking bottles.
- Amended expectations about break and play times, including where children may or may not play.
- Use of toilets and cloakroom facilities.
- Clear rules about coughing or spitting at or towards any other person.
- Amended rewards and sanction system where appropriate.

If for any reason your child is unable to keep themselves, other children or members of staff safe the school will phone you and we will work together to decide the best course of action.

We are receiving regular Government guidance updates with regards procedures to be carried out in school and should any instructions change we will of course advise our parents as soon as possible.

Thank you in anticipation of your support. We look forward to seeing you all on Monday, 7<sup>th</sup> September.

Yours sincerely

Fiona Pearce  
Headteacher