



# LONDON MEED PRIMARY SCHOOL

## BRAVERY, COMMUNITY, CURIOSITY, RESILIENCE, RESPECT

Thursday 16<sup>th</sup> July 2020

Dear Parents and Carers,

We are very excited about the reopening of our school for all pupils in September and have been extremely busy developing risk assessments to ensure that this can be done as safely as possible. We really appreciate our large classrooms and generous outdoor space.

London Meed will be open for staff only on Thursday 3<sup>rd</sup> September as this is an INSET day. The children in Years 1 – 6 will join us on the 4<sup>th</sup> September. Children will be taught in class “bubbles” in Years 2 – 6 to ensure that they are with same teacher and group of children throughout the day. Children in The Orchard and Year 1 will be taught in year group “bubbles”. Although they will spend a considerable amount of time with their own class and own teachers, this will allow them to access the indoor/outdoor provision.

In line with DFE guidance about teachers being able to move between groups Mr O’Donoghue and Mrs Baring will cover classes for Planning, Preparation and Assessment (PPA) time. This is enabling us to open on Fridays.

Each year group will stay together for staggered break times and lunch times making the most of our large outdoor spaces.

Our youngest children will find it difficult to maintain a distance between them and their peers and there may be times when they need a comforting handhold or hug. By remaining in a “bubble” group and being extremely rigorous with cleaning and hygiene, we will be keeping children safe.

Handwashing remains a high priority and all classrooms have sufficient hand soap and sanitisers. Children will wash their hands at set times during the day including arrival at school, after play, before lunch and before going home.

Toilets, halls and classrooms will be cleaned at regular intervals during the day and at the end of the school day.

### **Drop off and collection**

For child safety reasons and in order to maintain social distancing **do not park** in front of the school. The Holmesdale Road entrance will remain closed.

We have put supermarket style distance markers around the school to help reduce the risk of transmission of the virus and will have staggered start and finish times. Where possible, only one adult should drop off or collect a child. This will minimise the numbers of people moving around school at any one time.

In the morning, children will be met at the gates by their class teacher – parents will say goodbye at the gates. In the afternoon, children will be waiting in their allocated zone and parents will be directed around a circular one way system to collect their child. (Think baggage carousel with children standing still in the middle and parents revolving around the outside!)



**Acting Head teacher Mrs N Langtree**  
**London Meed Primary School,**  
**Chanctonbury Road, Burgess Hill, RH15 9YQ**  
**Website: [www.londonmeedprimary.co.uk](http://www.londonmeedprimary.co.uk)**

**Email: [office@londonmeedprimary.co.uk](mailto:office@londonmeedprimary.co.uk) Tel: 01444 232336**





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Reception, Year 1 and Year 2 pupils will enter school through the car park gates at their allocated times.

Years 3, 4, 5 and 6 pupils will enter through the double gates at the top of the Key Stage 2 playground at their allocated times.

Mrs Langtree, Mr Viinikka and Mr Terrill will be on hand each morning and afternoon to assist and to answer any queries. We aim to keep the numbers of people coming into the school building to a minimum so ask that you contact the office by telephone or email rather than in person.

Enter via Car Park and KS1 Playground			
Morning drop-off		Afternoon Collection	
Y2	8.40	Y2	2.40
Y1	8.50	Y1	2.50
YR	9.00	YR	3.00

Enter via KS2 Playground Street Gates			
Morning drop-off		Afternoon Collection	
Y6	9.10	Y6	3.30
Y5	8.50	Y5	3.10
Y4	9.00	Y4	3.20
Y3	8.40	Y3	3.05

### **What to bring to school**

Only named water bottles, lunch boxes for children who eat a packed lunch, book bags or rucksacks, pencil cases for pupils in Years 3 – 6, and sunhats/outdoor coats should be brought into school. Reading books will be returned on Fridays and new ones issued on a Monday. This will give us a 3 day period to quarantine books before sending them home with another child.

### **Teaching and Learning**

Teachers will plan learning objectives from the National Curriculum in the same way that they normally do. Teachers have highlighted the objectives they have taught this year and passed them up to the new teacher. This will mean that teachers know where the gaps are and can plan to address these accordingly. As some children have had a long period of absence from school, there will be a huge emphasis on the children's social and emotional needs as well as their academic ones.

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### **If a child is ill**

Please notify the office of their absence via Study Bugs <https://studybugs.com/about/parents> or leave a message on our absence line 01444 232336 detailing the name and class of your child and the reason for absence.

Pupils must not come into the school if they have any COVID-19 symptoms, and will be sent home if they develop them in school. If your child is ill or displaying symptoms while at school we will isolate them with an adult in our Computing Room while we wait for you to collect them. All children have to be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit. 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.

If a pupil or member of their household tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19) they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.

If a pupil or member of their household tests positive, they should follow the 'stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection'

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days. Parents/Carers will need to provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace.

### **Risk Assessments**

Our plans for the return are robust and we will be constantly reviewing the situation and will notify you of any changes. Risk Assessments are available for you to look at on our school website [www.londonmeedprimary.co.uk](http://www.londonmeedprimary.co.uk)

We hope that you are able to relax and enjoy the summer holiday with your children. We are very much looking forward to seeing children and families back in school in September.

Kind regards  
Natalie Langtree  
Acting Head teacher



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