



Headteacher : **Mrs Claire Matthews**
 Interim Assistant Head Teacher : **Miss Slater**
 Interim Assistant Head Teacher : **Mrs Wilcock**

29th May 2020

Dear Parents,

As I am sure you aware, we have now received confirmation in the Prime Minister’s briefing yesterday that schools may open from Monday 1st June. I am writing to you to set out the arrangements that we have made in order to open, some of which we hope that you will share with your child/children.

Before I set out these arrangements, I would like to take this opportunity to thank parents for their understanding and cooperation during this time. I know that there is a great deal of information within this letter but I would urge you to **read it all** as it contains information that will help to keep you, your children and others as safe as possible.

First and foremost, it goes without saying that the safety of your child and of our staff is our top priority. We have worked hard, following the latest government guidance, to develop and implement a number of new ways of working and these will allow us to open as safely as possible, focusing on measures that will help limit the risk of coronavirus transmitting within our school.

In our letter dated 19th May, we shared many of the protective measures that were taking and this letter seeks to give further guidance for you about what this means for you and your child/children.

Bubbles

We have developed our ‘bubble’ approach, recommended by scientists to keep the number of interactions to a minimum. We will have 3 bubbles – see organisation of each below.

	Children	Area of school	Maximum Numbers	Lead teacher	Additional adults
Bubble 1	Key worker children	Monet classroom	12 children	Miss Slater	Mrs Richardson
Bubble 2	Reception & Year 1	Van Gogh classroom	13 children	Mrs Wilcock	Mrs Murray Mrs Hawthorne
Bubble 3	Year 6	Kandinsky classroom	13 children	Mrs Jackson	Mrs Pollock Mrs Upshall

We have measured our classroom spaces and have allowed at least 4m² per person and bubble sizes will not exceed the total allowable in these spaces. Adults and children will **not** move between bubbles.

Arriving at school

Children may arrive at school anytime between 8:40am and 9am. Please do not be late after this time as it will make it necessary for your child to use the main office door, increasing their contact with adults. Any family who

is consistently late and therefore putting others at risk, may be asked to keep their child at home.

- **Car park (for use by Bubble 1 and 2)**



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You will notice that the car park appears bigger as I am delighted and extremely grateful that some of our parents have cleared the trees. Please ensure that you park safely and distance your car from others. Also, if there are already several adults and or children in the car park, please wait in your car until it is less busy.

- **Layby/road at the front of school (for use by Bubble 3)**

To reduce the number of people entering school via the car park, parents of children in this bubble may drop their children (or park briefly) in the layby or on the road at the front of school. Please take care as this is a busy road and also if there are several families already parked, please wait in your car until it is less busy.

	Entrance/Exit gate	Where to go
Bubble 1(key worker children)	The right hand side gate (top gate) as you look at the field from the car park	Turn right only – Miss Slater will meet the children on the school field
Bubble 2 (Reception & Year 1)	The left hand side gate (bottom gate) as you look at the field from the car park	Turn left only - Mrs Wilcock will meet the children at the end of the path near the climbing wall
Bubble 3 (Year 6)	Main pedestrian gate at the front of school	Walk down the path towards the office then turn right and go around the outside of the building straight into the Kandinsky cloakroom

All gates onto the site will be propped open for your arrival and for you to leave so that we can limit what you are needing to touch. If you are able to leave your child at the gate and send them to their adult this is much more preferable than you entering our site.

If you do need to enter the site, you will notice that we have painted markers on the path at a distance of 2 metres. If you do need to walk your children to their adult please use these two metre markers to ensure that you are spaced appropriately from other families. It would be helpful if you could explain these markers to your children too.

We have used one entrance per bubble in order to eliminate cross contamination between bubbles however this does mean that the same gate is an entrance and an exit so please do be mindful of this and please step out of the way of other families or wait as appropriate.

For key worker children they should be sent to Miss Slater who will have an area marked out on the field for your children to come into. We are asking that adults do not come onto the school field but remain on the path area around the outside.

Reception and Year 1 children can be sent to Mrs Wilcock who will be waiting at the end of the end of the path near the climbing wall. If you feel that you do need to wait with your child you will be asked to wait with them on

a 2 metre marker near to Mrs Wilcock. However, if you are able we would appreciate it if your child could be left as quickly as possible so that we are limiting adult time on the school grounds.



Abbots Ripton Church of England Primary School
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Year 6 children should enter the school via the main entrance and again using the 2metre markers should walk around the side of the building to the Kandinsky cloakroom entrance.

End of the day – 3:15pm

Key worker children - Parents should wait on a 2 metre marker to the right of the top gate from the car park (where the children entered in the morning). Miss Slater will dismiss the children from the field.

Reception and Year 1 children - Parents should wait on one of the 2 metre markers where the children had lined up in the morning. Mrs Wilcock will dismiss the children from the main playground to you.

Year 6 - Parents should wait on a 2 metre marker at the front of school and children will be dismissed by Mrs Jackson from the path at the side of Kandinsky.

Once your child is with you, it is vital that you leave our site as quickly and safely as possible, avoiding other families.

We would politely request that when dropping or collecting your child you come as one adult please if at all possible. If you are able, please also avoid bringing siblings onto the school site unless it is absolutely necessary. This will help us to limit the number of people coming onto our school site, maximising the safety of staff and children.

Uniform

We are not expecting children to be in full school uniform. However we do feel that wearing a uniform will give children a sense of community and will normalise their return to school as much as possible. We are therefore asking that children come to school in their school jumper/cardigan and polo top but they may wear black tracksuit bottoms or shorts and trainers. This will mean that the children will be ready to participate in PE and other physical activities without the need to change. If your child has grown out of their school jumper or cardigan, please do not worry but send them in something similar.

Please send your child with a hat each day and apply sun cream prior to school if the weather is forecast to be sunny. Children are likely to spend periods of time outside as part of their learning as well as for break times.

Please could all children in **Reception and Year 1** come to school on their first day with a complete change of clothes in a named plastic bag. These will be kept for their time at school in case of any accidents, particularly as they may be accessing water play during the day.

Lunches, snacks and water

For the first week of school we are asking that all parents provide a packed lunch for their child/children. In order to limit the passing of things between home and school and vice versa we would appreciate these

being provided in a disposable plastic bag. We will then dispose of lunches rather than sending anything home. With this in mind, please try not to add additional items that your child may not eat. Please also include an

additional piece of fruit for your child to eat at break time as we will not be having any fruit deliveries for our snack time. Also any drinks should be in disposable cartons.



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We are hoping that we will have our school kitchen open again for the week beginning the 8th of June and we will be able to offer a limited range of hot meals or packed lunches for your children. These lunches will not be chargeable to you but will be offered free of charge.

We will not be allowing any water bottles in school as we have purchased recyclable plastic cups which the children will use throughout the day and these will then be disposed of each day. They will also have access to plastic cups and water jugs when outside. Again, this will support us in not sending things between home and school.

Attendance

We will still be taking our attendance registers each day in the normal way for the children who we know should be attending school. Therefore, if for any reason you decide not to send your child, please do inform the office by telephone or email in the normal way before 9:15am.

Communicating with school

We understand that there may be times when you wish to communicate something to us about your child and unfortunately at this time we will not be holding any face-to-face conversations with parents (including at the office with Mrs Nixon). If there is any information that you wish to share with teachers, please email the school office with this information and messages will be passed on promptly and a response given to you if needed. If it is an urgent message which needs a response, please telephone the office and we will ask a member of staff to ring you back.

We will continue to send our Friday newsletter with updates and we will let you know of any changes to procedures or processes that we make as we continue to assess risk.

Unwell children

If your child is unwell during the school day, we will contact you and ask you to come to collect them as quickly as possible. We hope that you will understand this, but it will be challenging for us to comfort children in the usual way, whilst also trying to maintain a distance from them.

If any child becomes symptomatic of the coronavirus during the school day and we send them home, we will share details with you of how to request a test for your child and we will also inform other members of the bubble that we have done this. We will seek advice from our local Public Health Protection Team and may decide to 'close' a bubble at short notice. We will only do this if necessary and apologise if this means that childcare becomes a concern for you. However, the safety of our staff and your children is paramount in these decisions. If a child or member of staff within a bubble tests positive for coronavirus, we will inform everyone within the

bubble and all children and adults who have been in this bubble will be asked to self isolate for 14 days.

Vital messages

If any of your details have changed whilst school has been closed, for example your emergency contact details, it is vital that you let us know this by emailing the school office before your child starts back to school.

The most important message for you to take from all of this information is that it is vital that we all play our part in keeping our school community safe. The best way that you can do this is to ensure that you do not send your



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child to school if they are unwell in any way or if any member of their household is displaying symptoms of the virus.

What can parents do to support us?

- Read all of the information within this letter!!
- DO NOT send your child to school if they are unwell in any way.
- DO NOT send your child to school if they are displaying coronavirus symptoms, or if anyone in your household does. All children who are attending a childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario. The aim is to enable children to get back to school, and their parents not to need to self-isolate any longer than is necessary, if the test proves to be negative. A positive test will ensure rapid action to protect other children and staff. We will ask all parents to ensure that they organise a test for their child, in the event that they develop coronavirus symptoms, and notify us immediately of a positive test.
- Teach your child how to wash their hands effectively and help them to understand good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach. Posters are enclosed to support you with this.
- Talk to your child/children about their return to school. Acknowledge that they may feel anxious or nervous and try to reassure. We hope that the attached pictures and descriptions will help in preparing children.
- If your child is clingy or reluctant for you to leave on the first few mornings, support us whilst also accepting that sadly we may not be able to use some of our usual strategies like hand holding or a reassuring arm around their shoulder. You may need to take your child home and we will contact you to discuss strategies and possible solutions so that we can try again the next day.
- Please do not allow your child to bring any unnecessary items into school – they do not need reading bags (no reading books will be sent home), back packs, pencil cases etc.

Many thanks again for your continued support and if you do have any questions, queries or concerns, please do not hesitate to email the school office. If you would like to discuss any of your queries or concerns again please do let us know so that we can arrange a telephone conversation.

Kind regards,

A handwritten signature in black ink, appearing to read 'CMatthews', written over a horizontal line.

Claire Matthews
Head Teacher