

Annie Lennard Primary School

The Oval, Smethwick, West Midlands, B67 6LE
Head Teacher – Mrs N Crozier

0121 429 4284
Chair of Governors – Mr S Edmonds



Friday 29th May 2020

Reopening Letter 4

Dear Parents/ Carers,

I hope you have been enjoying the glorious weather we have been having over this half term week and that you all continue to be safe and well.

Thank you to all Reception, Year 1 and Year 6 parents who completed the survey for me, the data has certainly helped in planning. Please remember that if you didn't complete the survey or answered no to returning please do not just turn up to school as we will have to turn you away due to staffing and space.

We will be publishing the risk assessments and other relevant documents for reopening on the website next week once they have been finalized and approved by the Governing board.

During half term we have continued working to get the site ready. There is now a one-way system around the school grounds. It has all been measured to 2m distancing where possible. There are spray painted arrows and lines to guide you around.



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There is also a one-way system in school



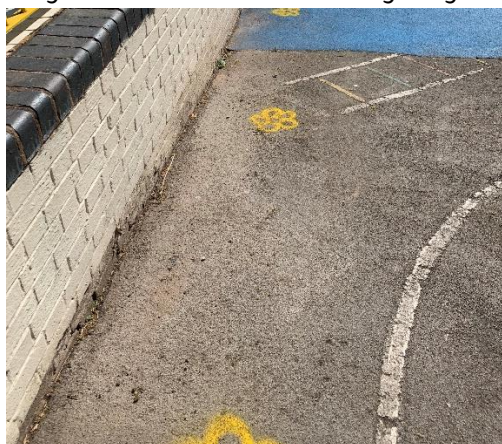
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Each group of children will be given a shape depending what room they are in. This shape will be used around school to help them identify where they line up in the playground and which toilet they are allowed to use. Again, this is all contributing to groups (bubbles) not using the same facilities and equipment.



The photos above of a flower shape are for reception as an example of this.

Last night it was confirmed that we are now entering the 2nd phase of the government's plan and this means we can start to welcome more children back to school. As you will be aware this applies to Reception, Year 1 and Year 6 pupils.

On Monday 8th June we will be opening to these year groups for those who responded to the survey and do not fall into any of the vulnerable categories.

We will be operating staggered entry and exit times to reduce the amount of people you will come into contact with.

	Entry		Exit	
	Time	Year Group	Time	Year Group
Monday to Friday	8.30 – 8.45	Key Worker	3.10	Key Worker
Monday, Tuesday & Wednesday	8.50 – 9.05	Reception	2.30	Reception
Monday, Tuesday, Wednesday & Thursday	9.10 – 9.25	Year 1	2.45	Year 1
Monday, Tuesday, Wednesday and Thursday.	9.30 – 9.45	Year 6	2.55	Year 6

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Reception Class

Reception class (this reception group will be using the reception classroom) will need to line up on a flower (these are 2m apart), each child will be called 1 at a time, so they can wash their hands and put belongs away. Once the sink is free the next child will be invited in. This will take a little time at first but is a necessary step. At the end of the day we will ask parents to line up on the flowers, we will then dismiss the children one at a time to you. Maximum capacity in this room for children is 8

Year 1

Year 1 (this group will be using the year 1 classroom) will need to line up on the measured lines outside the year 1 classroom. Each child will be called 1 at a time, so they can wash their hands and put belongs away. Once the sink is free the next child will be invited in. This will take a little time at first but is a necessary step. At the end of the day we will ask parents to line up on the lines, we will then dismiss the children one at a time to you.



This is the year 1 room; each child will be assigned a table for the duration. They will have their own equipment and this will stay with them at all times. Each table is 2m apart.

Maximum capacity of children in this room is 8.

Year 6

Year 6 (this group will be using the year 5 classroom) will need to line up on the spirals. Each child will be called 1 at a time, so they can wash their hands and put belongs away. Once the sink is free the next child will be invited in. This will take a little time at first but is a necessary step. At the end of the day we will ask parents to line up on the spirals, we will then dismiss the children one at a time to you.



Year 6 will be using the Year 5 room; each child will be assigned a table for the duration. They will have their own equipment and this will stay with them at all times. Each table is 2m apart.

Maximum capacity of children in this room is 10.

Miss Dixon unfortunately is unable to be in school as she has a shielding letter. Mrs Hill is also unable to be in school.

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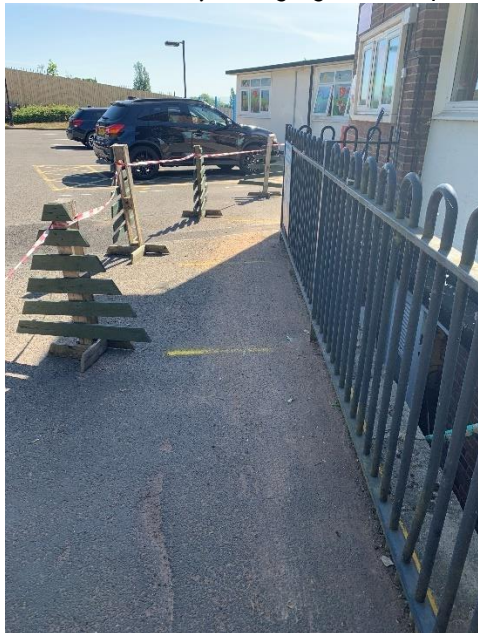
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Key Worker Group

This group will continue to be in the hall and will continue to enter through the main entrance door in reception. There is a queuing system in place. Children will wash hands before entering the hall.



Dinner time and snacks

All children will need to bring with them a packed lunch until further notice. A healthy snack for playtime we have no fruit at the moment and their daily drinks. Children will be eating in the classrooms/ outside areas.

What should Children bring to school?

Jacket, lunch bag, drinks bottle, snack, any medication they need. They do not need to bring anything else into school.

What should they wear?

We understand that uniform now may be too small, so uniform is optional. However we do ask that sensible footwear such as trainers are worn as some days might be active.

Other things you need to know:

- The pedestrian entrance will be closed
- Only 1 parent is allowed to drop off or collect their child, as per government direction.
- Parents are advised to either walk, cycle or drive to the setting – no travel by public transport
- The main gated entrance will be divided into two in order to operate a one-way system in and out of the school site. It will be clearly marked by lines painted onto the floor with paint and a physical barrier also running down the middle of the divide on the drive.
- Staggered drop off and pick up times (see table earlier in letter)
- A one-way system will then run around the perimeter of the school site. This will be clearly marked with signs and markings. (Down the drive, through the blue gate side of the staff room to the left down the steps, past year 1 classroom, down the passage side of new build, across the playground, through early years and then back the carpark to go up the left-hand side of the drive).

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- We will be encouraging parents to contact the office by phone or email. Where this cannot happen and they need to come to the office there will be a queuing system in place with clearly marked 2m spacing between each person. Only one adult in the conservatory area at a time and they will have to stand behind the taped line.
- Hand sanitiser will be available in the conservatory area, visitors will be asked to use it before they touch the signing in machine, or use the table etc...
- No parent will be permitted into the building. (not even to use the toilet)
- Staff will patrol at key times of the day to ensure that parents are following one-way system, not congregating and breaking 2m distancing rules.

Playgrounds

- Climbing apparatus is taped off as it is not to be used
- Children will use the same area with their group only – they will not cross into another area and mix with others in a different group
- No physical games will be allowed that may involve physical contact (football, basketball, tag etc...)
- Children can sit in groups but must be 2m apart (benches are marked with an x showing where they can sit).
- Each group will have their own playtime/ outside box that is only used by that group (for example - skipping ropes, paper, pens, chalks, bean bags, books, games etc...)

Please also be conscience that we may have to close classes, school with no or very little notice if we were to have a confirmed case in school. Please also be aware that as things change over the coming week the amount of time spent in school may also change. If numbers go up we may have to reduce days in order to be able to accommodate this with the number of staff available to work. Therefore, I would like to remind you that we need notice if you require your child to come back to school.

Schools will make every effort to keep children in a safe environment, following Government guidance; however, I need to be clear that schools cannot guarantee there will be no transmission of the COVID-19 virus.

If your child, anyone else in the household or anyone you have had close contact with has or develops symptoms of Covid19 do not come to school, you must self-isolate for 14 days and book a test.

More information will be sent out next week, I and the staff who can be in school are very excited to see some of you on the 8th June.

Take care everybody, keep safe
Best Wishes
Mrs N Crozier