

Mercian Educational Trust  
**Somers Park Primary School**  
**Malvern Vale Primary School**

Executive Headteacher:  
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Wednesday 13th May 2020

Dear parents and carers,

This week we have been working collaboratively with the leadership of Mercian Educational Trust in response to the government's announcement of their intention to reopen schools on 1<sup>st</sup> June for selected pupils. As a Trust, we are taking a consistent approach to this phased reopening and the summarising policy, with links to the relevant guidance, can be found through this link: <https://metacademies.co.uk/Resources/Policies>

To confirm, under current guidance the plan is to reopen the school for children in Nursery/pre-school, Reception; Year 1 and Year 6 from 1<sup>st</sup> June 2020.

In line with this guidance, which can be found through the link at the bottom of the letter, the school will be opened with the following arrangements:

- **Children will be taught in groups of no more than 15**, meaning that classes will need to be split and taught in different rooms. It also means that it is likely that many children will not be in their normal classroom or taught by their normal teacher. All teachers and teaching assistants who are not shielding will be returning to ensure we can teach all groups of children.
- Individual groups will be organised to facilitate distancing from other groups. This will mean separation at break and lunchtimes, and consideration as to how we move around the school. With this necessary separation of children, **we will not be able to offer breakfast or after school wraparound provision during this phased return.**
- **School will finish for all children, including those of key workers, at lunchtime every Friday during this phased return.** This will allow teachers their mandatory PPA time, which they will then need to use to prepare learning for the children in year groups not yet returned to school. Staffing levels mean that this cover cannot take place in the usual way. Timings for start and finish of the day are outlined in the specifics below.
- Due to these amendments to government guidance, and the need for preparations to make this return possible, **school will not be open during the half term break for any children.** This will enable the necessary logistical adjustments to be made, and for a deep clean of the school to be undertaken.
- We aim to offer as normal a curriculum as possible, however shared resources such as certain PE equipment, cookery and computing equipment will be limited to prevent the potential spread of coronavirus.
- Regular cleaning and wipe down of surfaces will take place during the day; hand sanitiser will be in every classroom and regular handwashing routines will be adhered to.
- Children must not attend if they, or a member of their household, has any of the symptoms of Covid 19 and should therefore be self-isolating.

Government guidance suggest that pupils in the named year groups are encouraged to attend school from 1<sup>st</sup> June (this does not include those who are clinically extremely vulnerable, or those who live with somebody who is classed as clinically extremely vulnerable as it is impossible to guarantee that 2m social distancing will be in place at all times in a school setting).



However, during this phase of reopening, there will be no penalties issued for nonattendance and so the return to school is the parents' choice. If you have already made the conscious decision not to send your child into school when we begin our phased re-opening, please can you contact the school office by email to let us know: [SPPSAdmin@metacademies.org.uk](mailto:SPPSAdmin@metacademies.org.uk) or [MVPOffice@metacademies.org.uk](mailto:MVPOffice@metacademies.org.uk)

### Drop off and pick up information:

Only one parent may enter the school site to drop off or pick up children. Other brothers and sisters who are not attending school should not be brought onto the school site unless absolutely essential. Please maintain social distancing and use the allocated gates for entering and leaving the site. You must not arrive earlier than your allotted time.

#### Somers Park

Year group	Entrance for parents and children to use	Drop off time and location	Pick up time and location (Monday to Thursday)	Pick up time (Friday)
Nursery/pre school	Wilmot Road gate	8:40am Yr 5/6 Playground	15 hours: 11:40am 30 hours: 3:20pm Yr 5/6 Playground	11:45am
Reception	Wilmot Road gate	8:50am Outside reception classrooms	3:05pm Outside reception classrooms	12:00pm
Year 1	Somers Park Avenue gate	9:00am KS 1 playground	3:15pm KS 1 playground	12:10pm
Year 6	Yates Hay gate	9:05am Year 3/ 4 playground (near field/PE store) <i>Feel free to use the field to support social distancing</i>	3:20pm Year 3/ 4 playground (near field/ PE store)	12:15pm
Key worker children	Yates Hay gate	8:50am Year 3/ 4 playground (near woodland)	3:05pm Year 3/ 4 playground (near woodland)	12:00pm

#### Malvern Vale

We are asking **all** children and parents to follow a one-way system for drop off and collection. All parents and children will enter the school through the car park gate, and leave school through the main playground gate.

Year group	Drop off time	Pick up time (Monday to Thursday)	Pick up time (Friday)
Reception	8:50am	3:05pm	12:00pm
Year 1	9:00am	3:15pm	12:10pm

Thank you for your ongoing support

Best wishes,

Chris Hansen

The government guidance can be accessed through this link:

<https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020/actions-for-education-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>

