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Executive Headteacher: Mrs Rebecca Harris **Head of School:** Ms Petra Slater

Friday 22nd May 2020

Dear Parents and Carers,

[Phased reopening of schools](#)

Thank you to everyone who responded to our letter last week, asking you to let us know if your children will be returning to school in the phased way we described from 1st June. Thank you also for your helpful and constructive comments.

The reopening of schools will be based on the results of the five key tests set by the government, likely to be announced during the half term break, and the availability of staff.

Should schools reopen, we have created a plan to ensure we can keep children and adults as safe as possible, following guidance provided by government. The plan has been informed by the need for good hygiene and for ***social distancing as best we can, given the challenge of working with young children***. In their guidance, "Actions for education and childcare settings to prepare for wider opening from 1 June 2020," 12 May 2020, the government said:

"We know that, unlike older children and adults, early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years and schools, we are taking this into account. Schools should therefore work through the (following) hierarchy of measures:

- *Avoiding contact with anyone with symptoms*
- *Frequent hand cleaning and good respiratory hygiene practices*
- *Regular cleaning of settings*
- *Minimising contact and mixing"*

The plan makes the school look a very different place from what we have been used to, but will become the 'new normal' as we get used to living with the Covid-19 virus around us.

Return dates

As you know, the year groups will be staggered so that we can gradually and safely familiarise everyone into our new ways of working:

Key worker pupils: Tuesday 2nd June

Reception: Tuesday 2nd June ***to be confirmed.***

Year 1: Monday 8th June ***to be confirmed.***

Year 6: Monday 15th June ***to be confirmed.***

School times

To support social distancing, we have also staggered the times of the school day for the different year groups.

	Start	End	Drop off and collection arrangements
Reception	9.00am	3.00pm	These children enter through the school gate and go to their classrooms. Parents collect these children from the top of the playground steps at the end of the day.
Year 1	9.15am	3.15pm	These children enter through the playground gate and go to their classrooms. Parents collect these children from the top of the playground steps at the end of the day.
Year 6	9.30am	3.30pm	These children enter school through the playground gate and go to their classrooms. Parents collect these children from the top of the playground steps at the end of the day.
Childcare Hub for Key Workers (Y2-5)	8.45am	3.00pm	These children enter through the school gate and Year 5 classroom/computer suite. Parents collect these children from the top of playground steps the end of the day

***On Fridays the school will be closed for all pupils**, to allow for staff statutory planning time, a thorough clean and for staff to "check-in" with children who are not attending school.

Drop off and collection arrangements

Morning "drop off" and collection, at allocated time

- Please bring your child in to the playground as detailed above
- In the morning and afternoon, Ms Slater and another member of staff will be outside to collect and dismiss the children.

To support social distancing

- Thank you for your co-operation in supporting social distancing at all times.
- Only one adult per family will be able to drop off and/or collect your child from the top of the playground staircase.
- Please do not arrive any earlier or later than your allocated time.
- Any messages for the teacher should be sent to our school e-mail address, where it will be passed on.
- The main school office will be closed to visitors, but is contactable by phone/email.
- **Parents will not be able to enter the school building.**

Class organisation (YR, Y1, Y6)

- Classes will be split into groups of up to 15 children, dependent on age and size of rooms.
- We will aim for each group not to integrate with another group throughout the school day
- Each group will have at least one member of staff allocated to it.
- This may not be your child's usual class teacher. It may be a teacher from another year group. It could also be a member of support staff leading a group, under the direction of the teacher. This all depends on staff availability.
- Each group will have an allocated classroom in which they will be working throughout; this may not be their usual classroom.
- Once the groups have been established, children will not be able to change group.

Provision for families of critical key workers and children needing additional support

- The children of critical key workers who are in Year 1 and Year 6 will join the rest of their year group and will be in a group with up to 15 children from their class.
- The children of critical key workers who are in Year 2, 3, 4 and 5 will attend the childcare hub in the school.
- The number of groups they form is dependent on the number of children we will have, but there will be up to 15 children in each.
- Each group will be allocated a member of staff and a classroom to use like the other bubbles.
- Drop off and collection will follow the plans stated above for the other year groups.

Playtimes / lunchtimes

- The children will have staggered breaks and lunchtimes.
- Children will only mix within their groups.
- All children will eat their packed lunch in their allocated classroom
- If parents prefer, children can bring in a packed lunch from home.

Curriculum / Learning

- The school curriculum will not resume fully, as learning will be different.
- In Reception, Y1 and Y6 children will be spread out across the classroom, with children seated at an individual seat and table.
- Priorities for learning will include personal, social, emotional and physical wellbeing and revisiting essential learning in reading, writing, maths, speaking and listening.
- Year 6 teaching will focus on readiness for secondary school, including academic readiness and will involve teaching of mathematics and English to make up for any losses to learning incurred while at home.
- Outdoor learning will be encouraged where possible and classrooms will be naturally ventilated at all times.
- Reading books will no longer be coming home.
- No resources are allowed to travel between school and home.

Learning from home

- Learning from home will continue as usual and will reflect what the children are learning at school.

Keeping safe through good hygiene

- Good hygiene practice will be in place: cleaning hands more often than usual; washing hands thoroughly for 20 seconds with running water and soap; promoting the 'catch it, bin it, kill it' approach and frequent cleaning of touched surfaces and resources.
- Each group will be allocated specific toilets to use to minimise contact further as much as possible.
- Daily cleaning will take place *throughout* the school day, with a particularly thorough clean of classrooms, corridors, staircases and toilets each Friday.
- Equipment that cannot be easily cleaned will be removed/placed out of bounds, including all soft toys, soft furnishings.
- All children should wear school uniform. We hope that this will help them to feel that things are starting to return to 'normal'.

Personal Protective Equipment (PPE)

- The Government has said that PPE will not be necessary in schools, other than for a very small number of cases (e.g. routine intimate care needs and when supervising a child who becomes unwell with symptoms of coronavirus).

Frequently Asked Questions

Can my child bring in anything from home to school?

- Children can bring in their own packed lunch if they do not want a school packed lunch. Please leave all other bags, toys, books, etc. at home, including pens, pencils etc, which will be provided by the school.

What will happen if I choose not to send my child to school?

- This decision as to whether you wish your child to return to school, is yours.
- The Government has stated that there will be no penalties for non-attendance at this time.

Is there after school club?

- The government have asked us to stop providing after school clubs for now in order to avoid different groups of pupils mixing with each other.

Can I just pop in to the school office if I have a question or if I want to give school staff a message?

- Parents cannot come in to the school building. The government guidance is very clear about this. Please communicate with us by telephone or e mail the school office to let us know that you would like us to call you.
- In exceptional circumstances, the school office will make an appointment for you to meet the Head of School

If I have a child in two different year groups due to return this term, which drop off and pick up time should I use?

- Please use the earliest drop off and pick up time.

If my child/a family member is considered to be clinically extremely vulnerable, should I still send my child to school?

- The Government advises children who have been classed as *clinically extremely vulnerable** due to pre-existing medical conditions to shield and therefore stay at home. (* or are living with someone who is *extremely clinically vulnerable*).
- Parents of children in the *clinically vulnerable*** category should follow medical advice from their doctor. (** or are living with someone who is *clinically vulnerable*).

What happens if there is a confirmed case of coronavirus?

- If a child or staff member develops symptoms compatible with coronavirus, they will be sent home and advised to self-isolate for 7 days. All staff and children in the group will be encouraged to get tested.
- Where the child or staff member tests negative, they can return to school and the fellow household members can end their self-isolation.
- Where the child or staff member test positive, the rest of the group will be sent home and advised to self-isolate for 14 days.
- Other household members of that group do not need to self-isolate unless the child or staff member they live with subsequently develops symptoms.

When will my child find out which small group they are in? (Reception, Y1 and Y6 only)

- As parents continue to inform us that their children will be attending, we are adjusting the small groups. The groups will be split as equitably as possible, considering the needs of the class
- Children will find out which small group they are in on their return to school.

My child is in Y2/Y3/Y4/Y5. When will they return to school?

- The government has not yet chosen these year groups for a return to school. Once, Reception Year 1 and Year 6 return to school in small groups, all of the classrooms and many of the additional rooms will be in use. There will be no physical room for any more children. It therefore seems unlikely that other year groups will be able to come back to school before the summer holidays, unless the government changes its current guidance.

As some children have been invited back to school and others haven't will it be possible for teachers to stay in contact will the children still at home?

- The staff at our school miss the children very much and are looking forward to a time when we are all together again.
- The teachers really loved speaking to the children again last week and we will look at ways to maintain contact in the future.

Confirming a place for your child's return

- Please continue to email the school office or telephone us to let us know if you wish your child to return to school in the way described above.
- If you choose not to send your child back initially, but then change your mind, please contact the school office with your request and we will make arrangements for your child to join a group as soon as possible.

All of the above will be kept under continual review, informed by national and local guidance. We thank you all, as always for your continued support and perseverance during these unprecedented times. We whole heartedly look forward to reuniting teaching staff, children and parents when the time is right.

Best wishes,

Ms Slater

Head of School

Mrs Harris

Executive Headteacher

The Revd Preb Guy Pope

Chair of Governors