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Head Teacher: Mr W Pedro



Friday 28<sup>th</sup> August 2020

Dear Parents and Carers,

### Plans for the start of term – September 2020

I hope that you are all well and have enjoyed a break over the summer. After a very strange close to the year, we are very much looking forward to welcoming the children back to school at the start of this new academic year. We are following the most up to date Government guidance in ensuring that we are opening the school as safely as possible, whilst trying to bring some 'normality' back to school life. We are beginning our re-opening cautiously, with some restrictions still in place. We will be reviewing these restrictions on a week-by-week basis and we will inform you of any changes. Please appreciate that we will always try to give you advance notice of changes, but this may not always be possible and a degree of flexibility and understanding will be needed. Below are the details for your child and their class.

#### Attendance Expectation:

In March when the Covid19 outbreak was increasing, the Government made it clear that no parent would be penalised for their child's non-attendance at school. The Government has now announced that circumstances have changed and it is vital for all children to return to school.

**School attendance will therefore be compulsory again from the beginning of the Autumn term.**

#### Minimising the Covid19 risk:

In order to prepare for all pupils to return full time from the start of September, and in compliance with Health and Safety laws, essential measures have been put into place including:

- A review of our existing Health and Safety Risk Assessment: following the Government guidance, advice from the Local Authority and in consultation with Trade Unions, we have written and implemented a rigorous and detailed Risk Assessment in order to make the school site as safe as possible for pupils, parents and staff. The Risk Assessment is available to view on the school website in the 'September Reopening 2020' tab.
- A requirement that children, parents and staff have symptoms of COVID19 (high temperature, new continuous cough or loss of taste or smell) stay at home. They must be tested as soon as possible
- Robust hand hygiene: pupils and staff will be required to clean and sanitise their hands thoroughly throughout the day
- Respiratory hygiene: promote the 'catch it, bin it, kill it' approach
- Enhanced cleaning arrangements



- Enhanced ventilation of rooms
- Reduced contact (as much as possible) between pupils by:
  - Grouping children together in classes
  - Avoiding contact between classes (wherever possible)
  - Arranging classrooms with forward facing desks in Key Stage 2 (Years 3-6)
  - Staff maintaining distance from pupils and other staff wherever possible
  - No assemblies until further notice
  - No clubs before or after school (except Bright Future Breakfast and After School Club)

Once again, following the Government guidance, we have had to implement a lot of changes to maintain the safety of our site. These are as follows:

- Staggered times for the beginning and the end of the day
- Staggered times for play and lunch time
- Year 5 and Year 6 pupils will be allowed to walk to school and walk home on their own provided that the parent or carer has given written permission to the school
- These are the items allowed to be brought in school:
  - Coats (children will be playing outside apart from in extreme weather conditions)
  - Book bags
  - A mobile phone can be brought in for children in Years 5 and 6 who are travelling alone, if completely essential for safety reasons, to and from school (Years 5 and 6 only). Mobile phones will be collected on arrival to school and stored in the child's classroom. Parents/Carers and pupils will need to agree to the terms in our Acceptable Use Policy. Breaching any of the terms will result in the mobile phone being returned to the parent/carers and the child will not be allowed to bring the mobile phone to school again
  - PE kit: to be brought into school and left in school and returned to be washed. KS2 PE kits are to be washed and returned weekly. KS1 PE kits are to be washed termly.
  - Prescribed medication can be brought into school. Parents/Carers will need to contact the office to arrange for an appointment to speak with the school's medical officer
  - Bicycles and scooters. These will need to be stored securely in the bicycle/scooter shed in the morning.
  - A water bottle

**All items must be clearly labelled with the child's full name and class. The school will not be liable for any lost items.**

- These are the items **NOT** allowed to be brought in school:
  - Toys
  - Stationery (pencil cases, pens, pencils etc)

School uniform: from September pupils need to be wearing the full school uniform (refer to School Uniform policy on our school website). Please ensure that your child wears a clean school uniform to school every day as much as possible.

Travelling to and from school: The Government has advised that parents, staff and children should walk or cycle to school if possible and avoid the use of public transport.



Use of PPE: The Government advice is that the majority of staff and pupils will not require PPE.

Changes to the Curriculum: We are aware of the challenges faced by many families trying to educate children during school closure. As much as the school has provided home learning resources, we are aware that the majority of parents are not teachers and cannot be expected to teach children in the same way as educators. We understand that children returning to school in September may have gaps in their learning. Our aim in the first term is to prioritise the mental wellbeing of our pupils together with learning that addresses gaps mainly in core subjects (Phonics, Reading, Writing and Mathematics). We will continue to provide a curriculum that is broad and balanced in which pupils will be taught a range of subjects.

Contingency planning for outbreaks: In the event of a partial or full school closure, children will be able to access a secure online learning platform that will be consistently used across the school to allow interaction, assessment and feedback. More information will be made available on how to access this learning platform. If your child needs to remain at home but is unable to access online learning, a learning pack will be provided.

### **Managing suspected or confirmed cases of Covid19 at home and in school:**

If your child or a household develops COVID19 symptoms at home, your child must NOT attend school.

You will be contacted if your child develops symptoms at school as you will be expected to collect your child immediately, arrange for a test and keep the school informed of the test results. Whilst waiting for your test result, you and your child should self-isolate.

Schools have been advised to take swift action when they become aware that someone has tested positive for Covid19. It is a requirement that the school contacts the Local Health Protection Team to seek and follow advice.

### **The following arrangements are in place for each class.**

We will be staggering the return of all children next week to allow children and staff to understand and follow the new procedures that are in place.

**KS2 children (Years 3, 4, 5 and 6) will begin school on Wednesday 2<sup>nd</sup> September.**

**KS1 children (Years 1 and 2) will begin school on Thursday 3<sup>rd</sup> September.**

Please note the times and location for dropping off and collecting children  
**KS2 (Years 3, 4, 5 and 6)**

Year Group	Date	Start of the day	Drop off point	End of the day	Collection point
Year 3	Wednesday 2 <sup>nd</sup> September	08:55	Juniors playground (where Yr6 line up)	15:15	From the Yr2 classrooms in the Cube



Year 4	Wednesday 2 <sup>nd</sup> September	08:55	Juniors playground (where Yr3 line up)	15:15	Juniors playground (where Yr3 were collected)
Year 5	Wednesday 2 <sup>nd</sup> September	09:10	Juniors playground (where Yr4 line up)	15:25	Juniors playground (where Yr4 were collected)
Year 6	Wednesday 2 <sup>nd</sup> September	09:10	Juniors playground (where Yr5 line up)	15:25	Juniors playground (where Yr5 were collected)

### KS1 (Years 1 and 2)

Year Group	Date	Start of the day	Drop off point	End of the day	Collection point
Year 1	Thursday 3 <sup>rd</sup> September	08:40	Infants playground (by the Rainbow Room)	15:00	Infants playground (at the Rainbow Room)
Year 2	Thursday 3 <sup>rd</sup> September	08:40	Infants playground (where Yr1 line up)	15:00	Infants playground (where Yr1 line up)

### ARP pupils

Pupils will return to school on a staggered start **from Monday 7<sup>th</sup> September** (not all pupils will be in on the 7<sup>th</sup>). Individual letters were sent out in July informing parents/carers of start dates.

### Early Years (Nursery and Reception pupils)

#### Reception pupils

Reception pupils will return to school on a staggered start from **Monday 7<sup>th</sup> September** (not all pupils will be in on the 7<sup>th</sup>).

#### Nursery pupils

Following Stay and Play sessions, Nursery pupils will begin their staggered induction from **Monday 14<sup>th</sup> September**.

Letters with start dates and times have been sent out to parents/carers in July. If you are unsure about any your child's start date, please contact the school office.

### Punctuality

For the safety of our children, staff and families, it is important that you drop off and collect your child **on time**. Please be aware that traffic may be busy at these times so allow plenty of time for your journey so that you are not late. Government guidance is to try and avoid or limit driving or using public transport as much as possible.



### **Late collection**

If you are late to drop off or collect your child, you will be directed by a member of staff to go to the late collection point that will be situated in the dining hall. Parents/Carers will not be allowed into the main Reception, classrooms or any other part of the school building.

A member of staff will record your child's details and the time of drop off or collection. If you are late in three occasions, you will receive a letter informing you that unless punctuality improves, a meeting will be arranged with a member of SLT to discuss your child's punctuality and ways that the school can support you to improve their punctuality.

To maintain social distancing, we encourage only one parent/carer to drop off and collect children. Visits to the school will be by appointment only. This is to avoid unnecessary queues and to support social distancing.

### **ParentPay**

Please remember to top up your ParentPay account if your child has school dinners.

### **Weduc**

To reduce our paper usage, the main form of communication with our families will be through Weduc. Please contact the office if you have not yet set up your Weduc account or if you are having problems accessing this app.

We look forward to welcoming the children back in September.

Yours sincerely,

Mr W Pedro  
Head Teacher

