



'Opening minds, unlocking potential, celebrating success together'

17 July 2020

Dear Parents/Carers,

Our phased return of our Reception, Year 1 and Year 6 children has on the whole been a positive experience and we would like to take this opportunity to thank the children and parents for their co-operation with the restrictions that had to be put in place to make this possible.

As we come to the end of the summer term, we now have to consider how we enable the return of all year groups from September. We are trying our best to make this as much of a positive experience as we can for all of our children.

Procedures for dropping off and collecting children

In order to limit congestion on the school premises during drop off and pick up times, there will be a staggered start and end to the school day. We appreciate that varying these times is not ideal, particularly for working parents or parents with children in different year groups, and we have done our very best to try to limit the amount of time between dropping off or picking up children. Limiting the time period does also mean that we must insist that children arrive promptly at school and are collected promptly – any lateness will potentially cause overlap between classes that we are attempting to avoid.

Dropping Off

The children in Class 2 will enter school at 8.45am via the door onto the playground. The children in Class 1 will enter school as usual at 9.00am.

Picking Up

At the end of the school day, Class 1 children can be collected at 3.15pm from the gate onto the playground and Class 2 children who are collected from school can be collected at 3.30pm from the gate onto the playground.

Where possible, only the child accessing the school and one adult should access the school site, however we understand that some parents may need to bring other children with them and we expect that these children also observe the necessary social distancing protocols and are not allowed to move freely around the site.

Once your child has entered the playground and is preparing to enter the building guided by their teacher, parents/carers should leave the school site **immediately**. If your child sometimes finds leaving you a challenge, please be aware that members of staff will not be able to take a child from you, but will be able to approach the child if they are on their own to reassure and guide them into school.

For parents with children in different classes who do not enter/leave the building at the same time, we request that following dropping the first child at the cones to line up or collecting the first child from the cones at the end of the day, you move to the waiting area (Disabled Car Parking Space) – please remain socially distanced whilst waiting.



Pupils will be encouraged to wash their hands or use hand sanitiser whenever entering or exiting the building throughout the day and parents are advised to ensure that pupils wash their hands when they return home.

Please note: climbing frames are not to be used before, during or after school hours.

Wrap Around Care

Current guidance advises that wrap around care can re-commence in September, as long as bubbles that children are in during the day are consistently maintained within the wrap around setting and social distancing of pupils and staff is maintained. Therefore both breakfast club and after school care will take place in the school hall with a separate table for each class. Children will have to remain seated throughout the session and they will be provided with table based games and activities to keep them occupied. Due to this required organisation, both breakfast club (food will be available) and after school care places may be limited if the need arises – these must be pre-booked by Friday at 2pm of the week before they are required for both breakfast club and after school care. Parents dropping children off or picking up from wrap around care should ring the doorbell to the main entrance. Parents will not be able to enter the building.

Breakfast club (including food) – 7.30am until 8.45am £3.00 (all week £12) / 8am until 8.45am £2.50 (all week £10).

After School Care – 3.30pm until 5.30pm (5pm on Fridays) - £3 per hour or any part there of.

Please note that after school activities will not take place during the autumn term.

School Lunch

From September, lunchtimes will also be staggered, children will eat their lunch in the school hall and hot school lunches will be available. Please note that the cost of school lunches has gone up from September to **£2.10**. A reminder to parents of our new Year 3 children that they will no longer receive a free school lunch.

Items children will require

Children are required to come to school each day in full school uniform consisting of:

- Royal Blue sweatshirt or cardigan with logo
- Royal Blue polo shirt with logo
- Grey trousers, short trousers or skirt
- Gingham checked summer dresses (preferably blue and white)
- Black Shoes
- PE Kit: Royal Blue T-shirt with logo, navy shorts, navy tracksuit/jogging suit (winter months), trainers or sandshoes (indoor use)
- Children will also require a pair of indoor shoes.

Children will need to bring a coat even if the weather is warm in case it rains. On particularly warm days, we would advise that children also bring a sun hat and that sun cream is applied before they come to school. Sun cream will be available in school if reapplication is required throughout the day which will be carried out by the child guided by a member of staff. The only other objects children will need to bring are a full water bottle (please ensure that this is water and NOT juice) and a lunch bag if they are bringing their lunch from home. These items will be disinfected upon arrival in school and will be sent home each day to be cleaned thoroughly. We would like to limit items brought into school and therefore request that school bags are not sent into school.



We would be grateful if on the first day back at school, any school reading books you have at home are returned to school in a plastic carrier bag and children have their PE kit which will be left in school across the term.

Curriculum

We anticipate that the curriculum will differ from normal, particularly across the autumn term allowing us to focus more on key skills in English and maths and enabling the children to catch up as quickly as possible on missed learning. We intend to assess the children's starting points in September, before making a final plan as to what this will look like. We will keep parents informed.

If a child becomes unwell

We would be grateful if parents/carers monitored their child's/family members' health carefully and regularly report any symptoms of COVID 19 that their household may have to the school.

Where children or a member of their household displays symptoms of the coronavirus, parents/carers should follow the ['stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection'](#) guidance. Pupils and Staff displaying symptoms will **not be** permitted into school until a 7/14 day self-isolation is completed and should [arrange to have a test](#) to see if they have coronavirus (COVID-19). Please contact the school as soon as possible to inform us of the results of the test.

Where a child might start showing signs of symptoms in school, they will be transferred to an isolation room and parents will be contacted immediately. The child will remain in the isolation room, carefully supervised, until they can be collected. Isolation procedures will also be in place for members of staff who show signs of symptoms whilst in school. All parents will be contacted with any required information and guidance should this happen.

Absence from School

Attendance procedures for children returning to school will resume and parents/carers should contact the school to inform us that their child will not be in school that day and provide a reason. If a child we expect to be in school is absent, office staff will contact parents as per the usual procedure.

Visitors to the school

In order to promote social distancing and limit contact, only essential visitors will be allowed into the school building and will be carefully supervised throughout their visit. Peripatetic music teachers will be able to resume their lessons and measures will be put in place to ensure necessary social distancing. Parents will still not be allowed into the school building and should phone or email the school if they would like to contact us.

Procedures put in place will be monitored carefully on a daily basis and any changes will be communicated to parents if and when necessary.

We hope that this provides you with all of the necessary information and look forward to welcoming your child(ren) back to school on **Thursday 3rd September**.

Thank you for your continued support.

Yours sincerely,

S. Kitching

S. Kitching
Headteacher



