

17<sup>th</sup> July 2020,

Dear Parents / Carers,

Thank you for your patience in waiting for the details of school opening for children in September. The aim of this letter is to give everyone as much information on Plan A, a safe return in September for all children. We acknowledge that the government guidance will most likely evolve over the summer, this is the main reason to start our school year with 4 training days, in order that we have time to adjust the planning. We have also been asked to consider Plan B, ready to move back to online learning at any point in the future. This could be because a local lockdown for a whole area, an individual class, children needing to self-isolate or children advised to continue shielding if the R value rises too high. We have continued with our principle of making our site as safe as possible, doing everything reasonably practicable to reduce contacts and mitigate risk. This will keep everyone as safe as possible and reduce the chance of having to move to Plan B. As always, we will continue to review all our measures as we move forward and will keep you all updated.

### **Measures that we have been asked to take to keep safe**

We have been asked to have the following measures in place in our school:

- Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- Clean hands thoroughly more often than usual
- Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- Introduce enhanced cleaning, including cleaning frequently touched surfaces often
- Minimise contact between individuals and maintain social distancing wherever possible
- To engage with the NHS Test and Trace process
- To follow the advice of the local health protection team

### **Bubbles**

In September, we still need to ensure that we limit the contact between children and staff as much as possible, but still deliver a high quality curriculum. Although the guidance allows for children to be in year group bubbles, it is clear in the guidance that the safest model is for class bubbles. We have been able to create a plan around class bubbles as it halves the number of contacts every day. This means carefully scheduling arrival times, handwashing, break times, lunches and departure times. It also means no whole school assemblies and events for a while.

### **Dropping off and collecting children**

The guidance asks us to reduce the number of people arriving and leaving school at the same time. We will use the side entrance from Roland Close (off Brimley Road) to the KS1 playground as a one-way entrance to drop off children in KS1. We will use the main front pedestrian path as a one-way entrance for KS2 children. We will use the main drive for everyone leaving the site. This is because we have been asked to avoid pedestrians passing each other closely, face to face. Each year group will be allocated a ten minute time slot to arrive and leave school. To ensure that we do not have large gatherings, we ask that only one parent/carer drop off and collect children. Your children can come to school on a bike as normal. Each class will have a separate allocated place to wash their hands as they arrive at school.

## Playtimes and lunchtimes

We will be staggering playtimes and lunchtimes so that the bubble classes do not mix and class teaching assistants will escort their class to and from the playground and dinner hall. Only one year group will go outside at a time and they will have half the playground each. Lunchtimes have been reduced to 40 minutes. They will have 20 minutes to eat their lunch and 20 minutes to play outside. We are using the time saved at lunchtime to provide the staggered start and finishing times without reducing the teaching time over the week. We are very keen to get back to serving hot dinners and we are aiming to have this in place from the start of term. Due to the lengthened time we will need to be serving food, the menu will be adjusted, whilst still offering a choice every day. In line with the guidance, children will avoid facing each other. To achieve this we will only use one side of each table and have the children facing one way in the hall. Tables will be cleaned between year groups and classes will be at either end of the hall to ensure that they do not mix. You may still provide your child with a packed lunch if you prefer.

## Timings for the school day

Start Times	8.50 – 9.00	9.00 – 9.10	9.10 – 9.20	9.20 – 9.30
Rec	10			
1		10		
2			10	
3	10			
4		10		
5			10	
6				10

Finish Times	2.40 – 2.50	2.50 – 3.00	3.00 – 3.10	3.10 – 3.20	3.20 – 3.30	3.30 – 3.40
Rec	10					
1		10				
2			10			
3			10			
4				10		
5					10	
6						10

Arrival / Departure Slot	
Break Play	
Dinner Hall	
Lunch Play	

Year Group	8.50	9.00	9.10	9.20	9.30	9.40	9.50	10.00	10.10	10.20	10.30	10.40	10.50	11.00	11.10	11.20	11.30	11.40	11.50	12.00	12.10	12.20	12.30	12.40	12.50	1.00	1.10	1.20	1.30	1.40	1.50	2.00	2.10	2.20	2.30	2.40	2.50	3.00	3.10	3.20	3.30						
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## Attendance

We are very much looking forward to having all children back in school from September at which point all normal attendance policies and procedures will be back in place. It is even more important to report any absences to the school office. You will need to confirm if any illness has Covid-19 related symptoms as we have to report this to the Local Authority, this includes if your child is off because someone in the household has symptoms. If Covid-19 related symptoms are reported for your child, or someone in your household, we will be asking that you go and get tested and let us know the outcome of the test. The quickest way is to visit a test centre rather than by post. A quick test result ensures an unnecessary period of self-isolation.

## Children who are currently shielding

We understand from the guidance that children who have been shielding may be able to return to school. We are expecting further guidance over the summer. Please contact your child's doctors to discuss this before September, then call the school and we can discuss it further.

## **Limiting what is brought to and from school**

We have always asked our children to limit what they bring into school to essential items. In September, please help us to reduce this further by limiting items to:

- Coats, hats (for the sun or cold) and gloves as needed
- Lunch box if they are having a packed lunch
- Water bottle kept on their desk (we will continue to avoid the use of water fountains)
- Reading book (brought to and from school daily)

Please do not allow children to bring in:

- Their own stationery (this has always been the school rule)
- Mobile phones (we can no longer collect them in the office)
- Large bags (they should not need them as we are reducing what we bring into school)
- PE kits

Until further notice, please send children into school in clothes that they can exercise in without the need to change for PE, as it will give us the flexibility to increase the amount of physical activities we do in school. We expect that all children will benefit from regular fresh air as they adjust to being back in school.

## **In the classrooms**

Classrooms will be as welcoming and as vibrant as possible and we will again be allowed to share some equipment if it is cleaned regularly and not moved between class bubbles. All children will have a plastic wallet with their own stationery inside so that they don't need to share with other children. Children should not face each other, so we will be facing desks towards the teacher with children sitting side by side. We will continue to keep classrooms clutter free in order to allow for the enhanced daily cleaning and will continue to use outdoor spaces to learn, where we can. Classrooms will continue to be very well ventilated, so ensure that children have layers to keep them warm when the weather turns colder.

## **Recovery curriculum**

We will be working hard to ensure that your children catch up with learning they have missed during lockdown. We will use the first few weeks back in school to focus on:

- Building positive relationships with their new adults in school
- Rebuilding relationships with their peers
- Catching up on key basic skills which would have been taught in the summer term
- Helping to grow children's self-esteem and confidence
- Improving their physical and mental wellbeing
- Learning the new arrangements for staying safe in school

## **Access to the site for visitors**

The current rules for visitors on site will remain in September. No adults will be allowed to come into the school building unless an appointment has been made. We will continue as planned to move to a cashless system for dinner money, therefore it is important that parents and carers ensure they are registered with 'SIMS Pay' to do this. We will still be contactable during the day via email and the school telephone system. As always, we are more than happy to chat outside, socially distanced, at the start and the end of the school day, when there will always be a senior member of staff on duty.

## **Opening over the summer**

The school will not be open over the summer holidays. Children going into years 1 to 6 will return to school on Wednesday 9<sup>th</sup> September. Our reception children will have their induction on Thursday 10<sup>th</sup> and Friday 11<sup>th</sup> of September, split into smaller groups for a morning or an afternoon slot. We will be adding summer holiday activity ideas to the school website for those of you who would find them useful.

### **Face covering in school**

At the time of writing this letter, the guidance to schools from the DfE states:

*'Public Health England does not (based on current evidence) recommend the use of face coverings in schools. This evidence will be kept under review. They are not required in schools as pupils and staff are mixing in consistent groups, and because misuse may inadvertently increase the risk of transmission.'*

I am aware that the rules on face coverings have developed significantly in the last 10 days alone. I will clarify the situation before children start back at school in September. We will need to balance individuals feeling safer, with the reality that there may be an increased risk associated with the misuse of face coverings.

### **After School Club and Breakfast Club**

We are aiming to restart our wrap around provision by the 5<sup>th</sup> of October as we need to first ensure that the new arrangements for the rest of the school are working well and are understood by all. We expect that the guidance on wrap-around care will become clear nearer the time. We will certainly need to carefully plan in order to ensure that bubbles do not mix and children remain socially distanced from each other. We will continue to encourage children to use the outside space when attending the after school club but this is not possible for breakfast club. We will need to consider carefully how we provide food in the wrap-around care and this may limit the choice we can offer children. We may also need to limit the number of places we can offer because of the space needed to socially distance. We will update you in September as things become clearer.

### **Thank you from school**

I have shared a lot of information with you in this letter. It is important that I continue to be honest with you so that you have time to prepare for a new normal. Some of you may have even thought that September will be a chance to go back to the way things were before Covid-19. I hope that you can appreciate the restrictions that we have been asked to plan to in order to reopen our school. We are all still getting used to a 'new normal' as we come out of lockdown.

I want to finish by thanking everyone for their contribution since schools closed in March. I am very proud of you all for staying at home when you were asked to, for continuing to go out to work as a key worker, for working from home whilst looking after your children and for doing your very best to keep the learning going as much as you could manage. We are looking forward to having all the children back in school.

Please do continue to make contact with us if you have questions that have not been answered in the information sent so far. The government guidance will continue to evolve over the summer, but hopefully not by too much. I will write again in the week before children return to confirm arrangements and any adjustments to the plan.

Yours  
Ben Tull  
Headteacher