

24th February

Dear Parent

As you will be aware from 8th January, the school will be reopening to children from all year groups as outlined by the Prime Minister in his speech on Monday. In order to make this possible, we have been once again issued with guidelines with measures to put in place. Many of the guidelines are the same as in September, however there are some small changes. This letter is to remind you of the procedures we had in place, in order that the transition is as smooth as possible. I would be very grateful if you could take the time to read this letter and to contact the school should you have any areas which you need further clarification.

Attendance

As was the case before Christmas, attendance for children of school age will be compulsory from March 8th, and all children expected to attend. The school has once again put in place a number of measures to ensure that we adhere to the guidelines laid out by the government, and this has all been fully checked. We would ask you to contact the school should you have questions you need answering and work with the school, as failure to attend will result in the possibility of fines, which we do not want to be the case.

Bubbles

In order to reopen the school, children will remain during the day in class “bubbles”. These will consist of no more than one class of children. Each “bubble” will have its own teacher as normal, however, as was the case before Christmas staff will be able to move between classes. However, this will be done as minimally as possible as to reduce the number of contacts for each group of children. During the school day, children will not have the opportunity to join with children from other bubbles.

Only in specific circumstances will any child mix with another class, and this will have been risk assessed and agreed.

Symptoms and Testing

If your child begins to show symptoms during the school day, a designated room will be used to isolate them until they can be collected by yourself. We would ask that children are collected within an hour of you being notified. A member of staff will supervise your child during this time. The government has announced that testing is now available to all children of primary age and therefore you should book for a test to be carried out. Once the results of the test are known, you should contact the school to inform us, and the necessary measures

within school will be taken in line with the government guidelines, the Local Health Team and Public Health England.

If whilst at home, your child begins to display symptoms, please contact the school and your child **must not** attend school. Testing should be accessed and the school notified of the results. All other members of the household should begin self isolating for 10 days.

Should your child's test return negative, then they may return to school, and all other house members can stop self isolating too. If a positive result returns, the child should self isolate for 10 days from the start of the symptoms and all other house members should continue to self isolate too.

Please ensure that medication such as Calpol is not given before school for any of the symptoms related to the virus, such as an elevated temperature or continuous cough. If there is a need to administer medicine for such symptoms a test should be booked.

We would request that for any child planning on attending that you ensure we have two contact numbers available for yourselves. Thank you.

In addition, we request that all parents and children conform with the regulations laid out by the NHS Test And Trace system. Details of this can be found at:

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing>

Drop off and collection of children

Drop off times will continue to be staggered and **must** be adhered to. There can and will not be any flexibility with regards to the times given for specific classes.

Drop off times are as follows:

Year 5 and 6	8:40 a.m. – 2:40 p.m.	Lunch: 11:45 – 12:30
Year 3 and 4	8:50 a.m. – 2:50 p.m.	Lunch: 12.30 – 1.15
Year 1 and 2	9.00 a.m. – 3:00 p.m.	Lunch 12.00 - 12.45
Foundation 2	8.40 a.m. – 2.40 p.m.	Lunch 11:45 - 12:30
Foundation 1	8:30 a.m. – 11:30 a.m.	12:00 p.m. – 3:00 p.m.

We request that only **one parent** brings a child to school, and that you arrive as close to the allotted time as possible. Face masks must be worn whilst on the school site, unless you have a medical condition which does not allow this.

All children and parents will enter the school via the main entrance opposite the school office. A **one way** system will remain in place which will require you to enter the school grounds, go to your child's classroom door, leave your child, then leave the site through the main school gate. Teachers will be on their class doors shortly before the drop off time to ensure that the children can smoothly enter the school. I will be stood throughout on the school gate. Children will then enter the school one at a time cleaning their hands as they do.

Collection of the children will be from the **same doors** as the children are dropped off at. We would ask that all **parents follow the social distancing protocols** and children will be asked to leave by the staff **one at a time**. Once children have been handed over we would request that you then **leave the site promptly**. This will hopefully keep everyone attending staggered as the different age groups leave the site, helping everyone to stay as safe as possible.

In a morning, if you know that you are going to be arriving late, please phone the school office. You will be asked to wait on the grassed area outside the school office until your child will be collected and taken to their class bubble via the one way system by a member of staff.

On an evening, children will wait at the school office should you be running late.

Breakfast Club and Extra Curricular Activities

From Monday 8th March, the school will again be running a breakfast club in the school hall. As before, class bubbles will be in the same room, however, children from each class will be seated on separate tables, which will be spread out in the hall to ensure social distancing is in place. A clear system for safely providing food will be in place. Places at breakfast club will need to be booked during the week commencing 1st March.

In a change to the guidelines, we are again allowed to offer after school clubs. We will begin these **following the Easter break** and a list of what is on offer will be available before we break up to allow you to make your choices. We are also looking into providing additional after school care to support families, however, I will be sending more information out in a letter once arrangements have been explored further.

Unfortunately, educational visits are still not an option, in addition to whole school events such as assemblies, school performances and reading events. As a school we will be

looking at alternative ways in which we can share class performances remotely, and will share more information on this after Easter.

We are allowed to have visitors into school though and may make the decision to allow specific visitors to visit classes for their academic benefit during the first half term. We may also still use supply teachers within classes if necessary.

Lunchtime and Breaks

All food will continue to be eaten in classrooms, including school dinners, so that the children do not have to leave their class bubbles.

For children wishing to stay school dinners, the school will be providing **a hot and cold school dinner** option. These will be ordered in advance and details of this will be provided next week. For the week commencing, we ask that you contact the school with your child's orders from the Lunch Menu options that are provided in the Parents section of the school website. I will also send this through Marvellous Me for you. section on the school website homepage. We would request that this is done by Friday 5th March, so that food can be ordered in advance. Children wishing to bring their own packed lunches may do so.

Children are asked to also bring their own water bottle each day, cleaned and refilled.

Children will have staggered lunchtimes and breaks. So that there is no contact between classes. Two classes will be on the playground at any given time, however, they will be segregated to avoid any mixing.

Contacting teachers and the school office

Should you need to contact the school office we would request that you continue to call the school office and avoid discussions on class doors. If advice and support cannot be provided over the phone by the admin staff, then a time will be given when a teacher will contact you. If you do require to visit the office, a time will also be given and you will be allowed to enter on a one in one out basis. We hope implementing this system will reduce any contact and in turn keep everyone as safe as possible and hope you understand.

Reading Books, jackets and bags

Children will be able to take home reading books. Finished books should be returned on a Friday and a new one will be provided by the following Monday. The cloakrooms will not be in use, and children will put their coats on the back of chairs.

Children will continue to attend on their P.E. days wearing their P.E. kit. Children will have the same days for P.E. as before lockdown. Thank you.

Stationery provision

Each child will have their own pencil, (pen), ruler, rubber, sharpener and glue stick which they will keep in a plastic wallet. Please can you ensure that children do not bring pencil cases to school during this time. Thank you.

The staff cannot wait to see all of the children again. We have missed them greatly and look forward to seeing everyone back in school. As is always the case please contact the school if you have any concerns and I will happily discuss and explain anything to you.

Finally, could I thank you for taking the time to read this letter and I look forward to seeing you again very soon.

Yours sincerely

Mr. J. Raw