

Dear parents and carers,

I hope that you all have had a restful summer break. We are looking forward to welcoming back all of our pupils this Thursday. I have included the details of how we will be organising the school day again in this letter. If you are unsure of anything, please contact the school office by phone or email.

Attendance at school will be compulsory for all children from September, unless they are ill or self-isolating.

Children will be taught in class bubbles of around 30 and will not mix with other children from other class bubbles in the school throughout the day. They are not required to socially distance within their class bubble, however adults will aim to remain at a 2m distance from pupils and other staff as much as possible.

We will not unfortunately be able to run Breakfast Club and After School Clubs for term 1 as this would mean mixing up children from different bubbles. This will be reviewed for term 2, in line with the latest government guidance at the time.

Dropping off and picking up

Children in Oaks and Sycamores classes will need to be dropped off at 8.40am-8.50am and picked up at 3.15pm; Oaks class from the front gate and Sycamores class at the back gate.

Willows and Elms classes will need to be dropped off between 9am and 9.10am and picked up at 3pm; Willows class at the front gate and Elms at the back gate.

Acorns class will need to be dropped off between 9.15am and 9.25 am and picked up at 2.45pm from the back gate.

Siblings can be dropped off and picked up at the same place and time, however we request that this is at the earlier time slot where possible, in order to minimise disruption to classes. If you are a keyworker and need to drop off your child at an earlier slot, please contact the school. Parents and carers will not be allowed to come on to the school site and are advised to keep at least 2 metres apart at all times. Markings are remaining on the driveway next term to assist with this.

If you need to speak to a member of staff about your child, please call or email the school office in the first instance.

Staffing

For term 1 at least, classes will remain with the same adults during the week as follows;

Acorns: Miss Demetri, Mrs McArdle & Miss Harris

Willows: Mrs Tidey, Mrs Willis & Miss Clark

Elms: Mrs Creane, Mrs Waring & Mrs Childs

Sycamores: Mrs Williams, Ms Evans, Miss Smith & Mrs Beamish

Oaks: Mr Robbins, Mrs Wallace & Miss Fletcher

Mr L will continue to support PE teaching and learning for each class; but will only lead outdoor sessions. The children will remain in their own class bubbles for these sessions.

Toilets

Government guidelines state that it's acceptable for children in different bubbles to use the same toilets, however we will try and reduce this where possible.

Acorns will use their own toilets.

Sycamores will use the 'boys' toilets outside Oaks class and Oaks will use the 'girls' toilets. Individual cubicles will be marked for boys and girls.

Willows will use the Millennium Hall toilets and use the back door of the hall, whilst Elms class can use the disabled toilet and the other toilets where required, using the front door of the hall.

Break times

These will be staggered throughout the day so that class bubbles do not mix.

Lunches

We will only be providing hot meals for children who receive Free School Meals for term 1. If your child is eligible for Free School meals and you would like your child to have a hot meal in school, please contact the school office. Please also contact us if you wish your child to be provided with a packed lunch as part of the Universal Free School Meals (for infants) scheme.

Equipment, seating etc

Children will be provided with their own named pencil case and stationery equipment, which will remain in school. Other equipment used will be kept to a minimum and cleaned as appropriate.

Children will sit in rows facing the front of the room. Teachers will aim to remain 2m away from pupils and if they need to be closer to a child, will try to keep this time at a minimum and avoid being face to face.

Children will be asked to bring as little as possible into school each day. Their belongings will be kept in their lockers or on their pegs.

Windows will be opened where possible to keep classrooms ventilated. Doors will be propped open where possible to reduce use of handles etc.

Uniform

Children should wear uniform with trainers (preferably black). On days where they have PE, children should come to school in their school PE kit (this can include jogging bottoms or leggings). Spare shoes or trainers may need to be brought into school later in the term as the weather gets wetter.

Class PE days for term 1 will be as follows;

Acorns: Wednesdays & Fridays

Willows: Tuesdays & Thursdays

Elms: Mondays & Tuesdays

Sycamores: Wednesdays & Thursdays

Oaks: Mondays & Fridays

Curriculum

Although the initial focus for all year groups will be on pupil well-being, assessment of need, and key skills, we will also offer our children a broad and balanced curriculum, including the arts and PE.

Swimming lessons will not take place in term 1. Music teachers will not be onsite during term 1. This will both be reviewed in term 2.

Collective Worship will be held in classes.

Cleaning

Touch points (handles, light switches, lockers etc) will be cleaned by staff and pupils throughout the day. Wipes will be readily available for this.

Classrooms and toilets will be cleaned thoroughly at the end of each day.

PPE

Masks, gloves and aprons will be provided for staff to use if administering first aid. They will also be available for staff to use at other times if they wish. Current guidelines do not recommend children using masks or gloves. The children will be asked to wash their hands regularly throughout the day and alcohol gel will be readily available.

Testing

Parents are asked not to bring their child to school if they are showing symptoms of Covid 19 and to isolate for at least 10 days. If a member of your household is showing symptoms, you will need to isolate for 14 days. They will be advised to get tested and if this comes back as positive, all pupils and staff in their 'bubble' will be asked to self-isolate for 14 days. This advice is also the same for all staff. If a pupil shows symptoms in school, parents will be contacted immediately so they can collect their child. The child will remain in the waiting area to be collected.

Review

Procedures will be under constant review with any changes communicated to parents and staff as appropriate.

Kind regards,

Angela Matthews

Headteacher