

## Plan for full re opening 8<sup>th</sup> March 2021

Dear parents and carers,

As you are aware, primary schools in England have now been asked to plan for a full re opening to all children for Monday 8<sup>th</sup> March 2021. I am writing to you now to outline our plans for this re-opening at Temple Ewell, however the majority of procedures will remain the same as they were before Christmas. **Key changes or information are marked in bold.**

**Attendance at school will be compulsory for all children from Monday 8<sup>th</sup> March 2021, 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 2m distant from pupils and other staff as much as possible.

**Breakfast Club will run again from after Easter (Monday 19<sup>th</sup> April). After School Clubs will be reviewed during term 5.**

### Dropping off and picking up

Oaks and Sycamores will continue to be dropped off between 8.40am and 8.50am and picked up at 3.15pm; Oaks children at the front gate and Sycamores children at the back gate.

Willows children will continue to be dropped off between 9am and 9.10am and picked up at 3pm at the front gate.

**The children in Elms should be dropped off between 8.50am and 9am and picked up 3.05pm at the back gate. The children in Acorns should be dropped off between 9am and 9.10am and picked up at 2.55pm at the back gate.**

If you have siblings in different classes, you should continue to drop them off at the earlier time and pick up at the later one. This reduces the number of parents waiting on the playground and driveway and minimises disruption to our classes. We request that only one parent or carer drops off and picks up; again to reduce the number of adults around the school gates.

If you are a keyworker and need to drop you 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 to assist with this. **Parents are requested to wear a face covering when dropping off and picking up their children. Staff will also wear face coverings at these times.**

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

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 is acceptable for children in different bubbles to use the same toilets; however, we will try to 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 until Easter. This will be reviewed for term 5. Meals can be ordered from the catering company website as usual.**

### 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). **Please be aware that we continue to keep classrooms well ventilated, so children should wear appropriate clothing to keep warm on**

**colder days.** On days where they have PE, children should come to school in their school PE kit (this can include jogging bottoms or leggings). **PE days will be the same as before Christmas.**

Acorns: Monday & Wednesday

Willows: Tuesday & Thursday

Elms: Tuesday & Friday

Sycamores: Wednesday & Thursday

Oaks: Monday & Friday

### Curriculum

Although the initial focus for all year groups will be on settling the children back into school and routines, we will aim to deliver a full and balanced curriculum as soon as possible.

**Swimming lessons will not take place until further notice. Music teachers will not be on site until at least after Easter.**

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 10 days. They will be advised to be tested and if this comes back as positive, all pupils and staff in their 'bubble' will be asked to self-isolate for 10 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.**

**Staff will be carrying out Lateral Flow (rapid) tests at home twice a week.**

### Review

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

We are very much looking forward to welcoming back all of our Temple Ewell Family on Monday 8<sup>th</sup> March.

I would like to thank you all for your continued support over the past few months. It has been a challenging time for all of us but as parents you have worked admirably in supporting your children's well-being and learning, as well as maintaining your own working and family commitments. The return to school I am sure will bring new challenges, but in partnership our community will continue to work together to manage these, and ensure the best care and provision for all our pupils and families.

Kind regards,

Angela Matthews

Headteacher