



Wednesday 3rd June 2020

Dear Parents/Carers,

I hope you are continuing to stay safe and well and that you are managing to get out a little more to enjoy this lovely weather.

Thank you for your patience as we work on a plan for the wider re-opening of the school. This has brought more challenges for everyone especially as the guidance from the government has been limited and sometimes contradictory. We have all been bombarded with information and seen images on social media and the news of how different schools have tackled the wider re-opening and the systems and strategies that have been put in place. There are very strong feelings about whether schools should re-open, the measures that should or should not be put in place and the greatest burden of all has been put onto parents; whether you should send your child back to school or not. I would really like to stress that this is a decision that only you can make and this will be based on your personal circumstances and the needs of your child. I was greatly saddened to hear on the news that parents were being judged for sending their children back to school or not sending their children back to school. I trust this will not happen in our community. Parents must do what is right for them and no one has any right to comment on this.

If you choose not to send your child back to school we will continue to support your child with home learning through ClassDojo and the school website. Please note that parents will not be fined if they do not send their child to school (as per DFE guidance).

Governors and school staff have taken the decision to postpone the wider re-opening of the school until the 15th June when the scientists have judged that the risks will have halved. This also coincides with the further relaxing of lockdown.

Therefore the following **return dates** have been agreed.

Monday 15th June – Year 6 will return to school

Tuesday 16th June – Year 1 will return to school

Wednesday 17th June – Reception will return to school

Under the current and necessary arrangements, we have determined, from our risk assessments that it is not possible to bring back further children from other year groups. To do so would compromise the social distancing and safety measures planned for the children and staff as we adhere to the government guidelines and expectations. Therefore Nursery will remain open to the children of key workers only. Please note we remain open to children of key workers.

Our plans are based on the information and guidance provided by the government. We will continually review the plans in place and it may be necessary to change systems and plans according to the reviews and changes to government guidance, possibly at short notice. Equally if staffing numbers decrease it may be necessary to reduce pupil numbers.

As a school we have been working together; governors, school leaders and staff, to put in place systems and procedures to safeguard all the adults and children within the school and minimise the risks. A detailed **Risk Assessment** can be found on the school website in Parents' Information / Coronavirus Advice.

From next Monday 8th June the pupils currently attending will move into their new groups 'bubbles' so that we can trial our systems prior to introducing more children on 15th June. The following systems and procedures will be in place.

The school day

- The school will run Monday – Thursday (except for key worker children who will be Monday to Friday). The school will be closed on Friday to most children to provide staff with the statutory release time for planning and preparation.
- Social distancing will be enforced for drop off/collection and a one way system through the Visitation car park will be set up. There will be no access from the Cardinal Wiseman car park from Monday 15th June.
- **There will be no breakfast or after school club**
- All pupils in the junior department (year 3 to 6) will need to bring a packed lunch (in lunch bag and labelled) and two bottles of water for the day. Harrisons will provide a lunch in disposable packaging for EYFS and KS1 pupils.
- Pupils will be working in small groups of no more than 10 in the infant department and up to 15 in the Junior department depending on the size of the classroom, in what we will call 'bubbles'. In Reception these will be led by the teachers and teaching assistants familiar to the children. In all other year groups these will be led by a teacher. Please note your child may not be in a group with their class teacher but careful consideration will be taken when forming these groups. Support staff will be attached to all year groups.
- Children will be allocated a desk or space within the classroom and this will not change. Please note that in Reception this will be less rigid but adequate spacing will be implemented when sitting on the carpet.
- Children will remain in their 'bubble' at all times and 'bubbles' will not mix.
- Break and lunch time will be staggered.

Staggered start and finishing times will allow for the safe drop off and collection of children.

Start

- Year 6 - 8.30am – 8.40am / Key workers – 8.40am – 8.50am / Year 1– 8.50am to 9.00am / Reception – 9.00am to 9.15am

Finish

- Year 6 – 2.40pm / Reception – 2.50 pm / Year 1 – 3.10pm / Key workers 3.20pm
- The gate will remain open until 3.30pm.
- If you have more than one child in school you are asked to drop them all off and collect them at the same time. Please let the school know which time slot you will choose.

Parent Communication

- Parent communication with the school during the day will need to be limited to emails and phone calls (unless in an emergency)
- Teachers will not be able to meet with parents. Please contact the school office if you need to speak to a teacher
- The school office will be closed (unless in an emergency)
- Parents are only allowed in the school playground when collecting children at the end of the day. Please follow the one way system and adhere to social distancing guidance.
- We ask that only one member of the family drops/collects their child/children
- We ask that drop off and collection times are adhered to. If a child arrives after 9.20am there will be no admittance to the school on that day as the office will not be manned.

Hygiene Practices

- Children will be asked to wash their hands when they first arrive, after breaks and lunch and at other times throughout the day.
- Children will be provided with packs of equipment. The sharing of resources will be limited where possible and any shared resources will be regularly wiped down
- Surfaces will be wiped down regularly
- During the day door handles, transition points and toilets will be cleaned. Doors will be propped open where possible and it is safe to do so.
- Children will be encouraged to social distance. Please note this will be more difficult with the younger children who will be allowed to play together and share resources in as safe a way as possible.

Medical assistance and welfare

- Children displaying COVID symptoms should not be in school and self-isolation rules followed.
- Staff will use PPE equipment when supporting children who become unwell or have an injury or if they choose to do so
- Children who display COVID symptoms whilst at school will be asked to wait in the welfare room and must be collected immediately from school following notification from the office. This is to ensure the safety of the child, other children in their 'bubble' and the staff. Self-isolation will need to be in place for at least 7 days and for the family 14 days (siblings will also be expected to self-isolate and will also need to be collected from school)
- It is recommended that children who display COVID symptoms should be tested and the school notified of the outcome. Parents are now able to arrange COVID tests for their children from 5 years old.
- If a child or staff member tests positive for COVID it is crucial that the school is informed as all children and staff in that person's 'bubble' will need to self-isolate for 14 days. This is in line with government requirements.
- A staff member may choose to use a face mask when supervising children.

Clothing

- Recommendations are that clean clothes need to be worn every day. Therefore the children will NOT be required to wear school uniform.
- Clothing chosen must be appropriate for school.

- Sensible shoes or trainers may be worn. No open toed sandals, crocs or party shoes.
- No jewellery including watches.
- Hair should be tied back at all times.

Equipment

- To limit the amount of belongings brought into school equipment will be provided. Children may bring a pencil case for their use only. This equipment must not be shared.
- No toys or books should be brought to school.

Learning

- The priority for next half term will be your child's mental well-being and transition to their next year group.
- We will continue to provide learning through ClassDojo and the school website for those children who continue to social distance at home. The children in school will complete the same work.
- Teachers will be providing verbal feedback and marking will be limited to a tick or a stamp.
- Reading books will not be sent home.

All of this will be implemented with great care and sensitivity to ensure the children have, as normal a routine as possible and, an enjoyable return to school. We will listen to your concerns and address these with you. Please be assured that no pressure will be put on you to return your child to school and that school leaders are here to support you and your child with the phased return.

Please continue to read any updates that you will receive via email or text. Thank you for your continued support and understanding.

Once again my thanks go to the whole school team for their extraordinary hard work and commitment. I applaud the children for their resilience and you, our parents/carers, for all that you have done to support the remote learning process.

May God keep you safe from harm today and always!

K. Coll

Miss K. Coll / Headteacher



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