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Wednesday 15th July 2020

Dear Parents and Carers,

September arrangements for the start of the new academic year

I am delighted to be writing to you all to let you know our arrangements for welcoming everyone back to school in September.

Term starts for children **currently in Year R to 5**, on Monday 7th September and from this date all children will be returning to school full time. This letter sets out details of our arrangements. Information for children in Year 6, who are moving on to the secondary school, will be sent from their new school. Year R new starters in September will receive a separate letter but you may find some of the information here about our whole school arrangements useful too.

I would like to start by saying a heartfelt **'thank you'** for the part you have played over the last few months doing home learning. I am very well aware that this is not an easy job and that many of you have found this extremely challenging. It has been fantastic to hear about the effort and dedication you have put into this. We know that this will have looked different for every family. This may have involved tackling all of the activities on the website or you may have taught your child about other things at home. We look forward to hearing about your home learning experiences in September. Whatever you have been able to do - well done!

Please read the whole of this letter carefully. Your full support in following the arrangements set out here is very much appreciated so that we can keep all members of our school community safe and well. If you have any questions please contact the office. Thank you

We have been following the detailed guidance from the Government throughout this time and we have revised guidance to implement from September. Following this, enables us to create a 'Covid secure' environment for the children and staff whilst they are at school. The main principles involve children continuing to work in bubbles and following strict hygiene routines including frequent hand washing and cleaning of surfaces that are being used. Social distancing in schools involves managing the number of contacts children have rather than individual social distancing although, where this is practical, our approach will still include this.

From September, children should wear their normal school uniform including school shoes. They should also have their PE kit in school. Small (non-fluffy) bags are

allowed. Long hair must be tied back at all times with plain dark hair bands or small bows.

Start and finish times will be staggered to avoid the site becoming too busy.

September Year Group : Year 6: Start at 8.40am / finish at 3.00pm
Year 5: Start at 8.45am / finish at 3.05pm
Year 4: Start at 8.40am / finish at 3.00pm
Year 3: Start at 8.45am / finish at 3.05pm
Year 2: start at 8.50am / finish at 3.10pm
Year 1: start at 8.50am / finish at 3.10pm
Year R: start at 9.00am / finish at 3.15pm

For these times to work, **it is very important that you do not arrive too early** as this will then involve people waiting together making social distancing difficult. If you have children in more than one year group please arrive for the earliest time, you will be able to drop your other child at the classroom without waiting.

Children should be dropped off and collected by one adult only. All adults are asked to leave the school site as soon as possible and to ensure that paths and gateways are kept clear at all times and so that everyone can access the school safely. Older children are encouraged to say good bye at the main gate and walk into school on their own.

Please keep to the left on all paths so that people can pass each other safely too.

All children should be dropped off and collected from the outer door to their classroom. Children in Year 1 should use the Year R gate into the Year R area. Parents in Year R, 1 and 2 are asked to leave their child at the gate so they do not enter the Year R outside area.

NOTE – on Monday 7th and Tuesday 8th September all children will return to the classroom and teacher they have had during 2019/20. Eg Year 6 go to Mrs Cooke in the Year 5 classroom. Year 3 go to Mrs Saunders in the Year 2 classroom. This will be an important part of our transition arrangements. We believe will be especially important for those children who have not attended school since March and will enable all children to return to a familiar classroom and teacher. There will be members of staff outside to help you if you are not sure where to go.

Children in keystage 2 (Year 3-6) will have their own pen and pencil. If they would like to bring in a **small ‘wipe-able’ pencil case** to help keep their own things together, they are welcome this year to bring one. Normally this would be a Year 6 privilege but I have talked to the current Year 5 about this and they have agreed that it would be a good idea.

We will spend the first week focussing on welcoming all children back, sharing their learning and experiences during lockdown and re-establishing expectations and new routines to help us maintain a safe environment. We will also be supporting children to re-establish friendship and relationships with each other and the staff in school as well

as supporting anyone with ongoing anxieties and concerns arising from the pandemic or their return to school. We know that, whilst some children will be really pleased to be back, others may not be. So we aim to spend time doing activities that will re-focus them on learning and also give the teachers an opportunity to start the process of assessing children's progress whilst they have been learning at home and establishing any gaps in learning.

Our curriculum in the autumn term will be organised in a way that provides opportunities to close these gaps. The teachers had spent a great deal of time earlier this year reviewing our planning for all the subjects and we will be putting these into action as well. There will be more information about this in September.

It will continue to be vital that any child who is unwell is kept at home and that, if they show any symptoms of Covid-19, you arrange for them to have a test. If they do not have symptoms, they should remain at home that day but may return to school the following day if they seem well again. The usual rules will apply if your child is vomiting, they should be clear for 48 hours before returning to school. Please contact the office if you have any concerns or questions about this.

If a child becomes unwell during the day you will be asked to come and collect them immediately. This is especially important if they start to show Covid-19 symptoms. Please make sure there is always someone who can collect your child if this should happen. The office will need contact details and your authority to phone anyone not already on our contacts list.

Break times and lunchtimes will be staggered and all children will remain in their class bubbles during these times. Areas will be set up for each bubble to use. They will have access to some play equipment but no toys or other items should be brought in from home.

Hot lunch arrangements will return to 'normal'. Children in Year R, 1 and 2 will be entitled to a hot meal through Universal Free School meals. Children in keystage 2 will need to order a meal through Chartwells. Those who are normally entitled to free hot dinners will continue to receive a meal if wanted. Please speak to the office if you need any further information but bear in mind that meals have to be ordered some time ahead.

In accordance with the Government's guidelines, we will be offering some before and after school clubs from w/c 21st September. Details of these will be sent separately. As it is only viable to offer clubs across more than one year group, clubs bubbles will be arranged in two groups Year 1, 2 and 3 and Year 4, 5 and 6. This is allowable within the guidelines and will only be used for clubs at this stage.

The trim trails will remain closed and out of bounds to everyone at all times until the guidelines on cleaning make it feasible to re-open this equipment.

We are not anticipating starting swimming until later in the year. Year 5 camp will be

deferred until next summer and we are in contact with Bowles, our Year 6 residential provider. We do not know exactly what the outcome will be for the residential but we have asked to delay it until next summer. This is subject to availability and they will not be able to confirm until later this month. We will up-date you on that at the start of next term.

We are able to run day visits subject to a full risk assessment and being Covid-19 safe. We will be looking carefully at any trips coming up next term and let you know if they are to go ahead as soon as we can.

For the time being, parents and carers will not be able to come into the school building. This includes the office. If you have any questions or need to pass on any information, please either telephone or email, our contact details are shown on the first page of this letter. Teachers will also provide you with their contact details in the start of term class newsletters. Parents can contact teachers directly or ask for the office to pass on information. There will also be members of the school leadership team outside each day if you have any urgent queries or messages.

Children should not wear facemasks or other PPE into school. If you choose to use these on your journey into school please remove them before coming in and take them home as we are not able to dispose of them for you.

If you have a child starting school in Year R there will be a separate letter to all Year R parents setting out the arrangements for your child. This will also be sent out this week.

Our full risk assessment, which includes details of all of our arrangements for risk assessing school's full re-opening, will be available on the website later this week. Please do not hesitate to contact us if you have any concerns or questions.

We understand that children and parents will have mixed feelings about the return to school. If you are feeling anxious and need some reassurance about things please let us know we will do our best to help. Please be assured that our first priority is the safety of all children and staff in school. We have followed all of the guidelines set out by the Government and the Local Authority throughout the lockdown and in our process of re-opening. We will continue to review our risk assessment arrangements and will adjust them if things are not working or if the guidelines change.

It will be wonderful to see everyone again in September but in the meantime, I hope you all have a lovely summer and that everyone stays safe and well.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mrs Sadler', written in a cursive style.

Mrs Sadler