



Ref: Start of Term 2020

Dear Parents and Carers,

First and foremost, I would like to express my sincerest gratitude to our parents and carers, it doesn't feel like there are any words that can truly be enough to thank you for how much you have supported us this year.

Our community has faced challenges that none of us could have predicted. We know that this has been a challenge in so many ways for you as parents and carers, and we are extremely grateful for the way you have worked with us and how resilient you have been.

Recently, we have been informed that all children will be returning to school in September which, as I am sure you can imagine, is the news we have been waiting for and we are pleased to finally be able to see all of our children return to full time education. As far as we know, the attendance regulations will be reinstated from the start of term.

This letter will share some of the planning that is in place. As always, the children will be at the heart of all decisions made. This may mean our plans could be different to other schools locally or nationally.

Our planning is based upon '**risk reduction**'. I am sure you will understand that children will find it very difficult to maintain social distancing. We will put in place protective measures to help, but this cannot be guaranteed. We are also not doctors. If you have personal medical questions about your child returning to school, please seek medical advice.

You will also find enclosed a copy of your child's annual report. The report is based on their academic progress to the point of 'lockdown' as it would be unfair of us to assess them beyond that. When they return to school, our priority will be to ensure each child has quality teaching to support closing the gaps of any time lost in school.

Current planning arrangements include:

- Planning of new routes around the school for children and parents – to avoid large groups. This may include a one-way system in some areas.
- Rolling start and end of the school day to avoid large groups and waiting time.
- A rigorous approach to hygiene – regular handwashing and implementation of infection control guidance.
- A rigorous approach to cleaning – increased daily cleaning and weekly deep cleans.
- Organising of staggered breaks and playtimes – to reduce large groups.
- A revision of relevant policies and procedures.

We are unfortunately unable able to offer (This will be reviewed every six weeks):

- Breakfast Club.
- After School Activity Clubs.
- After-school Clubs – including our child-care provision.

The School Week

The school register will be taken at 9:10 a.m. daily.

- Only one parent/carer will be allowed on the school site.
- The school gates will be opened at 8:30 a.m. and closed at 9:10 a.m. Children will be allowed to enter their classrooms from 8:30 a.m. This will help ensure adequate spacing between families.
- No adults will be allowed inside any classroom.
- No waiting time on the playgrounds.

- At the end of the day, parents/carers to wait within a space on the playground and your child will be dismissed to you. However, children in Y4/Y5/Y6 may walk to and from school on their own, which is parental choice. The children that walk home on their own will be dismissed at 3.20 pm.
- Entrance/Exit – see table below.
- All children eligible for free school meals will be provided a packed lunch by school. Initially orders will not be required by parents/carers.
- All Reception, Y1, Y2 (universal meals) will be provided with a packed lunch from our kitchen. Initially orders will not be required by parents/carers.
- Years 3-6 will be required to bring a packed lunch from home. Initially meals will not be able to be ordered from school.
- All children can bring in a named water bottle from home if they wish.
- If you have been eligible for the Edenred FSM vouchers, these will cease at the beginning of the term.
- All children are to wear full school uniform, including school shoes.
- All children to have their PE kit available in school.
- Weduc will be the main form of communication. If you need to speak with a teacher or myself, appointments can be made through the school office – 365527. Unfortunately, we are unable to offer our open-door policy currently and ask that conversations at classroom doors to be kept to a minimum to avoid congestion. If you do need to visit the school office, follow the social distancing guidance, and stand behind the line on the floor.

Year Group	Time	Gate
Reception	8.30 – 9.10 – start of day (Reception children will have a settling in timetable in addition – this table is for the normal school times after induction) 3.00 – 3.40 – end of day	Large gate near the front of school – carpark. To be accessed from Peck Avenue.
Y1	8.30 – 9.10 – start of day 3.00 – 3.40 – end of day	Back gate To be accessed from Staniland Road.
Y2	8.30 – 9.10 – start of day 3.00 – 3.40 – end of day	Pandas - back gate To be accessed from Staniland Road. Polar Bears/Koalas – field gate, to be accessed from Peck Avenue.
Y3	8.30 – 9.10 – start of day 3.00 – 3.40 – end of day	Large gate near the front of school – carpark. To be accessed from Peck Avenue.
Y4	8.30 – 9.10 – start of day 3.00 – 3.40 – end of day (children that have permission to walk home alone will be dismissed at 3.20 pm)	Zebras – Large gate near the front of school – carpark. To be accessed from Peck Avenue. Meerkats/Kanagroos – field gate. To be accessed from Peck Avenue.

Y5	8.30 – 9.10 – start of day 3.00 – 3.40 – end of day (children that have permission to walk home alone will be dismissed at 3.20 pm)	Field gate – to be accessed from Peck Avenue.
Y6	8.30 – 9.10 – start of day 3.00 – 3.40 – end of day (children that have permission to walk home alone will be dismissed at 3.20 pm)	Bike shed gate – To be accessed from Peck Avenue.

Infection Control

- **All parents/carers must be contactable during the school day. This is important for your child's safety and the safety of others.**
- We are planning protective '**risk reduction**' measures. These do include elements of social distancing but please be clear, children will find this very difficult. We do aim to teach the children in set classes or groups – therefore limiting the number of children they will be in contact with during the day.
- You **MUST** keep your children at home if they are unwell and inform the school immediately. Follow the NHS guidance if symptoms are Covid-19 related.
- Children showing/developing symptoms during the school day will be taken to a designated isolation booth and made comfortable whilst they await collection from their parent/carer. You will be advised to follow the NHS guidance for Covid-19 symptoms, which may include periods of isolation at home.
- If your child has a confirmed case of Covid-19, they must isolate for 14 days. School will inform you of confirmed cases within your child's class/group. All members of the group (children & staff) will need to self-isolate for 14 days before they return to school.
- If you or your family travel abroad, you will need to inform school and follow the most up to date government guidance.

What are the main symptoms of Covid-19?

The main symptoms are:

- A high temperature
- a new, continuous cough – this means coughing a lot, for more than an hour, or 3 or more coughing episodes in 24 hours
- a loss or change to sense of smell or taste – this means they cannot smell or taste anything, or things smell or taste different to normal

<https://www.nhs.uk/conditions/coronavirus-covid-19/coronavirus-in-children/>

As a school we will follow the government's latest 'track and trace' guidance. This may include providing details of names and symptoms. This also could include closing classes for isolation periods.

Behaviour

We will expect all children to follow the rules. These will be our school rules and our new protective measures (additional handwashing and keeping to their own personal spaces). If children repeatedly and deliberately do not follow the rules, then behaviour sanctions will be put in place.

The school's ability to operate in any capacity will also be dependent on staffing levels.

Please be aware that any provision we offer may need to change at short notice due to adult to child ratios or further government guidance.

During the summer holidays we will ensure any additional or changes to government guidance are actioned and our risk assessment updated accordingly. If there are changes you need to be aware of, we will update WEDUC. If not, have a lovely summer and we look forward to welcoming everyone back on Thursday 3rd September.

Useful Websites/information

[GOV.UK: coronavirus – what you need to do](#)

[GOV.UK: coronavirus information in other languages](#)

Apologies for such a long letter, we wanted you to be fully aware of the current situation. Once again, thank you for everything. We cannot wait to see you all in September.

We will endeavour to keep you fully informed with any government updates and changes to guidance.

An update form is attached. This is required to be returned to school by Friday 17th July. It is important that we understand that all parents/cares have read and understood our risk reduction measures.

Kindest regards,

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

Rachel Hydes



Please return to school by Friday 17th July (this can be dropped at the school office or posted if you prefer).

Child's Full Name	
Year Group	
Class	
Parent/Carers Contact Telephone Number (Please note – you must be available during the school day for your child to return to school)	Include all Parents/Carers:
Parent/Carers Workplace and Number	Workplace: _____ Workplace: _____ Number: _____ Number: _____
Additional Emergency Contact Telephone Number	Name: _____ Relationship to my child: _____ Number: _____
Password to be used on collection	
Year 4, 5 and 6 children only. (Please tick)	My child will be collected (using the above password) <input type="checkbox"/> My child will walk home alone <input type="checkbox"/>

- I understand that the school have put in place procedures to reduce the level of risk regarding Covid-19 and I agree to follow them.
- I understand that children will find it very difficult to socially distance and this may not always be possible.
- I understand that it may take more time to drop off and collect my child due to the new 'risk reduction' procedures.
- I understand that only one adult from each family will be allowed on the school site at any one time.
- I agree that my child is expected to attend every day unless they are ill.
- I agree to be punctual and understand that the register is taken at 9.00 am.
- If my child is ill, I will inform the school office via a telephone call or by using Weduc.
- I will inform the school if my child has symptoms of Covid-19, I will not send them to school and will follow NHS guidance on being tested and self-isolating.
- If my child is tested positive for Covid-19 I will inform the school as soon as I can.
- I understand that my child's class may be closed for a 14-day isolation period due to a confirmed case of Covid-19.
- I agree to collect my child from school if they are unwell and I will follow NHS guidance on being tested and self-isolating.

Parent/Carer Name: _____

Date: _____

Parent/Carer Signature: _____ benefit