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Happy children aiming high

Wednesday 3rd March 2021

Dear Parents and Carers

I hope my letter finds you all safe and well. I am writing to you today to share all the necessary information ahead of full school reopening on Monday 8th March 2021.

Many of our practices and protocols will remain as before but are still listed as important reminders. It is vital that you read this document thoroughly and, regardless of your personal beliefs and opinions, adhere to all we have put in place. We are a school community, we all play a part in keeping school safe. Therefore it is imperative that we act together to ensure the safety of all.

We are excited to have the children back as we have missed them all greatly! Fingers crossed we are able to return and remain in school this time!

Attendance

- Attendance is once again mandatory. Pupils of compulsory school age must be in school unless a statutory reason applies.
- Being on time is very important due to the tight systems in place.

Times and dates

- School reopens to all children on Monday 8th March.
- School starts for **ALL** children at 8:50am.
- School finishes for **ALL** children at 3:00pm. (Morning only Nursery children will finish at 11:50am and be collected from the Nursery garden)

Entrance and exit to the school site

- We will continue to be operating on a one way system for entrance and exit of the school site.
- Entrance to the site for **ALL** will be via the main gate by the turning circle.
- Exit from the site for **ALL** (at drop off and pick up) will be via the top pedestrian gate.
- The main gate will be opened at 8:45am and not before, even if the weather is bad.
- The main gate will close at 9:00am sharp.
- The top pedestrian gate will be locked just after 9:00am
- At the end of the day you must leave the site promptly. Children will not be allowed to stay and play.
- Please be aware that if you have multiple drop offs/pick ups you must do these in the order which follows the one way system and cannot double back. Staff will keep children safely should there be any delays on pick up.
- Ensure you are maintaining a social distance when waiting and/or moving around the school site.
- Face coverings may be worn by adults at drop off and pick up.

Individual class's entry and exit

- Classes **WILL** continue to enter and exit school at specific doors as follows:
- Nursery and Reception – Reception external door
- Year 1 – Main double doors to cloakroom
- Year 2 – External double doors into hall at the front of the school

- Year 3 – Year 3 external door
- Year 4 – Year 4 external door
- Only one parent/carer is permitted to drop off or pick up at any one time.
- Class teachers will be at the doors to avoid any queuing and children will go straight in.
- Please note parents will not be allowed into the school building at drop off or pick up. We understand this will be difficult and for some emotional but we must enforce this for the safety of all. Your children have been amazingly resilient!
- As is always the case and following our safeguarding policy we cannot allow a child to go home with another parent or carer without prior notice and permission from the child's parent.
- Year 4 children will only be permitted to walk home alone once the appropriate forms have been signed and returned to school if you have not already done so.
- We encourage children coming to school on bikes and scooters but please be mindful that as children will need to go straight into school it would be your responsibility, as parent/carer, to put it into our bike shelter as you leave the site.
- Please remind your child that no riding is permitted on site.

Uniform

- On return children will be expected to be back in full school uniform.
- Please **ensure all uniform is named** and encourage your child to be responsible with their belongings.
- PE for **ALL** children will continue to be on a Monday.
- To be as safe as possible, to negate the need for PE bags and to avoid children changing clothes we ask that **ALL** children continue to come to school on Mondays in appropriate sportswear as lessons will be held outside only. This will begin on Monday 8th March.
- Correct PE kit will not be enforced during this period.

Break times

- As previously, break times are staggered and using different areas of the school grounds to avoid classes mixing with other classes.

Lunchtimes

- **ALL** children will have lunch in their class spaces. The hall will not be utilised.
- School meals will be served to the children in their class spaces. Hot meals will be available but there will not be the usual choice or salad bar.
- Apart from cutlery and cups everything will be disposable.
- The menu is on the school app and the website.
- Packed lunches will be stored in individual class spaces.
- As much as possible children will need to be able to manage the items in their packed lunch independently. We will be encouraging healthy options, so for example please do not send in chocolate bars though a chocolate biscuit is fine etc.
- Each class has a designated lunchtime supervisor and play time is staggered.
- Please book for school meals **ONLY** via the app. You **DO NOT** need to indicate if your child is having a packed lunch.

Classroom set up

- As you are aware there are certain guidelines from government that we have had to follow when deciding on the best and safest way to set up classroom areas.
- Nursery and Reception will be one unit and has separate guidance to the rest of the school to allow for a more age appropriate learning environment.
- Year 1 will have two classroom spaces – which will accommodate working in smaller groups where teaching can be better tailored to the needs of the children. This is necessary due to the size of the cohort. The children will be seated facing forwards as much as possible.

- Years 2 – 4 will be seated at desks side by side and facing forwards rather than face to face or side on. We will encourage children to adhere to social distancing measures where possible. Please note that this will be more difficult due to our very small setting.
- Year 2 will be taught in the hall in a designated and cordoned off class room space.

Read Write Inc. and reading books

- Children will continue to be taught phonics/RWI within their class groups.
- At this point in time it will still not be feasible to run RWInc groups as it would mean children from different classes mixing which we are not able to do.
- All children will be provided with a reading book which is changed regularly and must be in school every day without fail.

Curriculum

- Our initial focus, as it was in September, will be on settling children back into school and reminders of the routines and rules they must adhere to.
- As always our approach will be very nurturing and we recognise that individuals may have very specific social and emotional issues, please rest assured we will be mindful of this in all we do.
- We recognise that as parents you will be worried about what your child has missed in terms of their education.
- Through conversation, observation and work produced we will very quickly be able to identify where children's learning may have regressed. We will then be able to take action, intervene and enable these children to close any gaps that have appeared due to this second period of lockdown.
- Again please do not presume all is lost, some children will have retained far more than you expected.
- In EYFS learning for Nursery children will be focused on the prime areas of learning including communication and language, personal, social and emotional development and physical development. For Reception children it will focus on early reading and maths, ensuring acquisition of phonics knowledge and extending vocabulary. Both year groups will have access to outdoor learning as always.
- In KS1 and 2 focus will be re-teaching and embedding basic maths and English skills where needed.
- We will continue to attach all the children's learning experiences to our key theme of 'Sustainability' in the run up to Easter and ensure that the children are taught a wide range of subjects.
- We will be incorporating the coverage of the most important content missed in these subjects.
- Class teachers will be able to give greater detail as term progresses.
- Reporting to parents in the summer term will still take place but may take a different form this year. I shall be consulting with both staff and parents in relation to this matter and keeping you up to date.

Use of toilets

- Early years will only use the toilets in early years.
- All other classes will use the toilets in the cloakroom.
- Girl's toilets will be numbered as per classes (1-4) and can only be used by girls in the corresponding class number.
- Boy's toilets will have the two cubicles numbered 1/2 and 3/4 to be used by corresponding classes. Urinals will be for use by all.
- Children will not be stopped from going to the toilet at any time but please help us by reiterating to go during break times rather than in lessons.

Equipment use in school

- All children will have a named packet of their own resources. Play equipment for break times has been assigned to individual classes and is not shared across classes.

Equipment from home

- Children must **only** bring their coat (and any accessories as the weather changes), book bag with book and reading record, packed lunch (where needed), water bottle and in KS2 (years 3 and 4) a wrapped snack (if required).
- No other bags or back packs are allowed in school. Parents will be asked to take bags away if brought in.

General safety practices

- All children will be required to wash their hands on entry to the school, before and after break and snack, before and after lunch and at the end of the day before leaving.
- Hand sanitiser will also be in all class areas for regular use.
- There is a cleaning pack in each class to enable surfaces to be wiped regularly.
- Classes will be kept well ventilated at all times.
- All toilets will be wiped down at the end of lunchtime, in addition to their normal thorough clean.
- Children are not required to wear masks in school.
- It is staff choice if they wish to wear a mask but will have to wear one if they are dealing with an unwell child or a child requiring first aid.
- As a staff we are now testing twice weekly and reporting results to NHS and school.
- Parents are requested to lead by example and adhere to social distancing requirements whilst on the school site.
- If you wish to speak to any member of staff you **MUST** make an appointment via the app or by ringing the office.
- Nobody is permitted into the school building without a prior appointment and without wearing a face covering.

Risk assessment

- We have constantly been carrying out thorough risk assessments in line with guidance from the local authority and government and in consultation with all staff and governors. They are reviewed and updated regularly and can be viewed on our website in the COVID section.

If a child becomes unwell

- It is of vital importance that school have the most up to date contact details. Please ensure your details are correct.
- Any child presenting as unwell will be sent home regardless of their symptoms. (We are quite good at judging if it is necessary compared to trying to pull the wool!)
- If your child is displaying any symptoms please do not send them into school. If you are unsure then please call school and we will advise on the best course of action.
- If your child is taken for a test you must inform school and then of the subsequent result as we are required to report all testing.

We have been in this uncertain and at times frightening situation for the best part of a year now and it has taken its toll on each and every one of us in some shape or form. As a staff, we continue to work hard and do the very best we can for our children, their families and the wider community. As has always been the case I operate a completely open door policy and I am more than happy to discuss any concerns or issues you may have. It is of vital importance that home school relationships are strong and that we are open and honest with each other.

This particular saying really resonates with me as none of us really know how each individual has been affected by this pandemic and I think it is a good philosophy to live life by:

“In a world where you can be anything, be kind!”

Thank you as always for your continued support, patience and sterling home schooling efforts! We look forward to seeing you all on Monday 8th March.
Stay safe and well

Mrs K Dowdney