



4th March 2021

Dear Parent/Guardian

Re: Arrangements for March Re-opening

We are now at the long-awaited point where we are ready to welcome the children back on Monday 8th March: we will ensure we provide the best possible school environment for them we possibly can within the current constraints. We will continue to operate the same routines and procedures that we put in place in September so that we can operate as safely as possible; a reminder of these arrangements is detailed for you below.

Start and end times of the school day

We will continue to divide families into two groups for drop off and pick-ups to and from school to help us to manage social distancing between adults. Families are grouped by the mother's surname.

Group 1 – surnames with the initial A to M

Group 2 – surnames with the initial N to Z

Drop off in the morning

Group 1 – 8.40am to 8.50am

Group 2 – 8.50am to 9am

We would ask parents not to come into the school yard in the morning (with the exception of Nursery and Reception parents). Staff will be on the yard to ensure children get into classes. Both sets of gates on Head St will be open in the morning to ease congestion. The larger double gate will continue to be used for entry only, and the smaller single gate for exit only. We would ask you to please stick to your time slot and be punctual to help us to make this work. **Please remember that face coverings are compulsory within the school grounds for adults.**

Collection at the end of the day

Group 1 – 3.05pm to 3.15pm

Group 2 – 3.15pm to 3.20pm

Parents may enter the yard to collect their children provided you **ensure you maintain a social distance from other adults not from your household at all times**. School staff will bring your child/ren out to you. **Please also maintain social distancing outside the school gates if you are waiting to enter. We would appreciate if only one adult per family collection came onto the school yard to limit the number of people present.** We need to keep adult visitors inside school to a minimum. We would prefer you to make an appointment if you need to come into school. If you wish to speak to office staff at the beginning or end of the school day, please obtain permission from a member of staff on duty in the yard before entering. As you will already know, we have a legal duty to put procedures in place which maximise social distancing and minimise contact. Please help us to make this work and get these procedures right for everyone's safety.

The children will continue to be in one of 4 'bubbles' when they are in school and will have breaktimes and lunches within their bubbles.

1. Early Years (Nursery & Reception)
2. KS1 (Years 1 & 2)
3. Lower KS2 (Y3, Y3/4, Y4/5)
4. Upper KS2 (Y5/6, Y6)

The layout of classrooms continues to be that all children are sitting facing forward.



School Operation

Attendance

The usual rules on school attendance will apply from March 8th, including: **parents' duty to ensure that their child attends regularly at school; school's responsibilities to record attendance and follow up absence.** This will include a return to implementing (socially distant) house calls conducted by our Engagement and Wellbeing Team, where a child is absent and no reasonable explanation has been given. Repeated non-attendance may result in an Attendance Action Plan being put in place. If you are at all worried about this, please get in touch with us for a chat.

School Uniform

We will return to our usual uniform policy. Uniform will not need to be cleaned any more often than usual, nor using methods which are different from normal. **It is our expectation that all children will wear correct, full school uniform every day, including black school shoes and school trousers or skirt, school jumper and polo shirt.**

Children may bring in a small book bag and a lunch box if they have packed lunches. Please keep school bags as small as possible as we need to minimise the amount of equipment that comes in and out of school. School logo book bags can still be purchased from the office. Children do not need to bring in pencil cases or equipment, we will continue to provide these items for all children.

School Lunches

Hot school meals will be in operation from Monday as normal. Lunch menus for the remainder of this term have been posted on our website. The current menu will remain in place until the Easter holidays and a new menu will be available for the Summer Term. Children will continue to order their chosen meal when they arrive in the morning in class when they register.

School Cleaning and Hygiene

Rigorous additional daily cleaning procedures will take place throughout the school day to help us minimise the risk of transmission via frequently touched surfaces. Children will continue to have timetabled slots for hand washing and hand sanitising at regular intervals throughout the school day.

Contingency planning – in case of local outbreak

In the event of any local outbreak, the PHE health protection team and/or Local Authority may advise a school, or a bubble within school, to close temporarily to help control transmission. We have full procedures in place to return to remote learning immediately should this ever be the case.

Get in Touch

We understand that some children and families may be concerned about returning to school, and it is our aim to make it feel as normal and happy as possible. If there are particular issues your child may need support with, please get in touch. If you have any other questions or issues you wish to raise, again, please do get in touch with us. Updates will continue to be provided so please remember to check the website / emails / Dojo / social media etc. I look forward very much to seeing you on Monday.

Kind Regards,
Ayesha Weston