



Dear Parents/Carers,

We are very much looking forward to welcoming all of our children and families back to school. We thought it would be helpful to share with you some updates and reminders of the new routines and schedules to support and to reassure you and your children. Please be aware that guidance to schools can be subject to change at short notice, so please monitor your emails and texts regularly.

The school office will be open for telephone enquiries on Tuesday 1st September, which will give you the opportunity to ask any further questions before the start of the new term. Please be aware that staff are in training at staggered times throughout the day, but we will endeavour to get back to you as quickly as possible. Children in Years 1-6 will return to school on **Thursday 3rd September**, following the new start and collection times below -

<b>Year Group</b>	<b>Start/entrance location:</b>	<b>Collection location:</b>
Pre-School	8.50am Pre-school entrance	2.50pm Pre-school entrance
EYFS	9am EYFS entrance	3pm EYFS entrance
Year 1	8.45am - EYFS entrance	2.45pm - EYFS entrance
Year 2	8.50am - side gate entrance	2.50pm - field/side gate - further details to follow
Year 3	8.45am - field	2.45pm - field
Year 4	8.40am - field	2.50pm - field
Year 5	8.30am - field	3pm - field
Year 6	8.30am - field	3pm - field
<b>Greenhaven</b>	<b>8.45am - front entrance (outside)</b>	<b>3pm - front entrance (outside)</b>

Staff will be on duty to support parents and children. We thank you all in advance for your patience and understanding as we all adapt to these new systems, particularly in light of our advancing building work and any future government guidance as it arises. Whenever we see opportunities to improve our daily routines, we will adapt them to support you.

**Arriving at school**



We please request that parents do not gather at the school gates or enter the car park in a vehicle. Please help us by adhering to the timings stated in order to support our new protective measures - helping us to help you and your children in keeping safe. We are incredibly lucky to have access to a field and whilst our school is still under refurbishment, we will use the field during drop off and collection periods as much as we are able. This will no doubt support our new routines and will help in maintaining social distance and safety for us all. Now that children are saying goodbye at the gates, teaching teams will be on hand to direct children to their classrooms when they arrive.

Only one parent/adult per household to drop off and collect please.

### **Attendance**

From September we will be treating attendance just like we did before Covid-19. If your child is absent, you must inform the office as soon as possible with the reason for absence. All children should be attending school unless they are acting upon individual medical advice. If you need support with ensuring regular attendance for your child please feel free to get in touch with us. It is understandable that some children will be worried about returning to school after such a long break. We are here to help.

### **How we are making school as safe as possible:**

#### **Asking Staff and Pupils Not To Attend If They Are Unwell**

If your child or anyone in your household has symptoms of Covid-19, please do not attend school and ensure you engage in the supportive test and trace process. This applies to staff too. Children and staff will be asked to follow the self-isolation rules and any advice given by the local health protection team. Please telephone the school office for any additional advice if you require it. Symptoms of Covid-19 include a high temperature, a new continuous cough, or a loss or change of smell or taste.

#### **Ensuring Good Hand Hygiene**

Handwashing is scheduled regularly throughout the school day. The 'Catch it, bin it, kill it' approach is being used in school. Bins are in every classroom and they are emptied regularly. As part of our refurbishments, we will have a new dedicated First Aid Room from September.

#### **Increased Cleaning**

We have increased and revised our cleaning routines that are in place for frequently touched surfaces.



### **Minimising Contact and Maintaining Distance**

School will be operating in identified Year Groups. Staff in these bubbles will be kept the same as far as possible. Lunchtimes will be staggered to minimise contact between pupils and adults. As we are a primary school, children are taught in their own individual classes, which minimises contact further.

### **Communicating with the local health protection team**

If there are any confirmed cases in school, we will communicate with the relevant bodies to ensure we are taking all the right actions and steps to minimise risk and keep children and staff as safe as possible.

### **What else do you need to know?**

Children will be encouraged and supported sensitively to follow the new safety routines to keep them safe.

### **Routines of the day**

We have spent time redesigning the layout of classrooms to support teaching and learning in line with health and safety guidelines. We have also sensitively adapted corridors to support movement around the school.

Initially, we will not be able to hold whole school assemblies or larger celebrations, but in smaller 'bubbles' we will continue to provide our pastoral and personal, social programmes for pupils.

### **School Uniform**

We expect children to return in September in full school uniform. A copy of our uniform policy can be found on the school website. Children can bring a school bag, lunch box and water bottle to and from school each day (all named).

### **P.E.**

PE will continue in September and will be focused on the development of physical literacy and skills acquisition. Unfortunately, no contact team sports can be played at this time. Where possible, lessons will take place outdoors to ensure social distancing.

### **PE Kit**



Children will need to wear PE kit to school on PE days and will need to have suitable warm sports clothing when the weather is cooler.

### **Green PE shirt**

### **Black shorts**

**Training shoes** should be worn on PE days (please do not wear plimsolls as these provide very little support for growing feet). Shoes are very important for PE and appropriate footwear is very important to protect against injury.

**Warm sports top** (for safety, please do not bring a hoodie)

**Tracksuit trousers/jogging bottoms** may be worn over school PE kits but should not replace the school PE kit.

Please remove all jewellery at home and do not wear this to school on PE days.

Earrings that cannot be removed should be taped at home please.

**Hydration** is also very important and children should bring water bottles to PE.

### **School Meals**

Please provide a packed lunch for your child when we return, as we await the completion of the new kitchen facilities being handed back to us after the refurbishment. Packed lunches will be provided for those who are in receipt of **FSM**. Initially children will eat their meals in their classrooms.

Please provide your child with a healthy snack or piece of fruit for breaktime. **Please remember no nuts are permitted on site.**

### **School Trips**

From September, school trips can resume. A full risk assessment will be conducted before any visit takes place. At present, we do not have any trips planned for the Autumn Term, but we will keep you informed of any visitors or events as they are planned.

### **Breakfast Club and After School Club**

We regret that due to health and safety considerations and staffing, we are unable to offer Breakfast and After School Clubs immediately in September and we invite parents to make alternative arrangements in the initial phase of the new term. This is under revision, so we will notify parents of any updates to this as early as possible.

We can only apologise to families in the past that have used these clubs.

We will not run additional after school clubs during the first half term but will look into this as soon as we are able to.

### **Day to day**



Stationary will be provided, including pencil cases and these will be kept in school. Children only need to bring their packed lunch, appropriate items for the weather, either a sun hat or a coat and a bottle of water (all named please).

**Mobile phones and walking to and from school** (Year 5 & 6 only)

Letters to Y5 & Y6 parents will be sent home in September regarding permission for walking home from school unaccompanied by an adult/family member. Children in Years EYFS to Year 4 will need to be dropped off and collected by an adult/family member. Children in EYFS to Year 4 are not permitted to bring mobile phones to school. Children who do bring phones (Y5 & Y6) will deposit them with their teacher in the morning and they will be collected at the end of the day.

Hopefully, these measures will reassure you and allow you to prepare your children to return. This year, the first two school Inset Days will take place on Tuesday 1st September and Wednesday 2nd September, so children in Years 1-6 will join us on **Thursday 3rd September**.

Thank you so much for spending the time to read this letter. If you have any further questions about how we are going to implement the protective measures in school, please ring the school office and we will answer your questions for you.

We know that by working together, we can keep everyone safe.

**Together, we nurture the future**