



Dear Parents and Carers,

I hope you all had a good Bank Holiday and took the opportunity to get out a bit more and enjoy the sunshine. During half term, on 28 May the Government confirmed that Primary Schools would start to reopen from 1 June. I am writing to update you on the progress we are making towards reopening the school after partial closure.

This needs to be done in such a way that we minimise the risks to pupils, staff and parents as much as possible; in all of our planning and risk assessments this has remained our priority. Therefore, we have made some necessary adjustments to the internal and external physical spaces of school and to the procedures of the school day. The school will look and feel very different.

The plan remains for Year 6 to return on Monday 8 June; Year 1 on Tuesday 16 June; and Reception on Tuesday 23 June.

To ensure we practise social distancing there are a number of new procedures

Each Year group will be split into four pods – Blue, Green, Red and Yellow. The groups will be arranged according to gender and friendship groups. Children will be able to select three friends of which staff will endeavour to ensure at least one will be in their pod. We will let you know which colour pod your child is in in advance of their proposed start date.

Each colour will have an allocated time to be dropped off and picked up from school. To keep the numbers on the site to a minimum, we ask that you stick to these times.

Pod	Drop off	Pick up
Orange (key workers)	8:40	3:30
Blue	8:50	2:00
Green	9:00	2:10
Yellow	9:10	2:20
Red	9:20	2:30



There is a procedure for dropping off which will be clearly signposted. Essentially, we will have a one-way system with parents entering the top playground via the gate. You will enter the top playground via the nearest to Highpoint. Once in the top playground follow the route marked on the ground and say goodbye to your child when they reach their teacher. You should continue to follow the route and exit via the gate next to the lane your child leaves you to join the line for their pod as you continue to follow the route to the exit gate (nearest the lane). Please do not cross the line marked on the playground separating staff from parents.

Pick up is also at staggered times and again to enable safe social distancing we ask that you arrive at your allocated times. The site manager will control the number of parents entering (according to safe practise) through the gate nearest to Highpoint. Once the staffs have seen you, your child will walk to you and you will both exit via the gate next to the lane. If it is necessary for a queue to form outside of school please do so at a distance. We ask that only one adult collects your child, without siblings if possible.

When on or around the school premises, please ensure that you and your child adheres to social distancing. Once you have dropped off, we ask that you leave the school site quickly and do not congregate at the gates or around the school.

We understand that some children may find it hard to separate from parents, especially after being in lock down with you for so long. Staff are conscious of this and if your child needs some time for you to talk things through we ask that you find a safe place on the playground to do so. Unfortunately we cannot follow our usual procedure of staff stepping forward to assist. Staff are planning activities to support the children. If you are planning on sending your child back to school, it would be helpful if you would begin talking to them about the transition and settling back into school life.

We will be talking to the children about social distancing and why it is so important. We will have systems in place to support and guide them. Each pod will have their own classroom (maximum of 15 pupils in each) so children have space to spread out. There will be a reduction in the resources they use and share. Year 6 pupils are asked to bring in a pencil case and a water bottle. All children and staff will have one entry and exit point to their classroom. Each pod will have their allocated outdoor space for learning and play. Children will use hand sanitiser on entry to the classroom and will wash their hands before exiting.



There will be handwashing routines set throughout the day. Staff will regularly remind children about this. There will be sanitiser and handwashing facilities in all classrooms. There will be covered bins for tissues and hand towels.

All Pods will have staggered playtimes and lunchtimes and will not be able to mix with other children outside their Pods. Our caterers will provide a packed lunch or children can bring one from home. Lunch will be eaten in the classroom.

We are increasing our cleaning regime throughout the day to ensure that the school is kept as clean as possible.

Children will be expected to bathe and wear clean clothes each day and have long hair tied back. Therefore, if they wish they can wear their own clothes. Please ensure that their clothing is conducive to physical activities as we will be taking the opportunity to be outside and active as much as possible.

Health and contact details

Please check daily that your child is fit and well to attend school. Check their temperature regularly, and if **your child is unwell or is displaying any Covid-19 related symptoms, do not send them to school**, but please call the school office immediately to let them know. Please ensure that your school contact details are up to date and that you or someone in your household is able to pick your child up from school immediately should they become unwell. Please also inform the school if your child or a member of your household tests positive for Covid-19.

Key worker and vulnerable children provision will continue to be offered, and we will be relocating this to the Year 4 classrooms from 8th June. If you have been using this provision and your child is in Reception, Year 1 or Year 6, you will need to make a choice between having your child in a Pod with their Year group or continuing to use the key worker provision. We understand this may be a difficult decision, but we need to keep children in their distinct groups, therefore, you cannot have your child in both.

Our remote learning will continue through Google Classroom. We will be monitoring the systems and procedures we have in place to inform any necessary adjustments before we welcome back Year 1 and Reception and I will write again nearer the time to confirm and inform you of particular arrangements for your children.



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We are very aware that the children in Nursery will be transitioning to Reception next academic year and are thinking how best we can support the children with this move. Once any plans are finalised, we will be in touch with parents separately about this. In the meantime remote learning will continue for your children.

A separate letter with more of the finer details for next week will be sent to Year 6 parents and pupils.

Best wishes

Geraldine Gallagher
Headteacher