Dear Parents/Carers,

With only a few more days left until we return to school I know some of our children will have little worries. Some of our children have not been to school at all since March and some of us have been in school just a little bit. As parents / carers we know that some of you may also feel anxious about your child returning to school. We are all looking forward to fully opening the school next week and seeing all of our children again settled and happy in school. The guidance provided by the Department of Education sets out the practices and procedures all schools should follow to enable the safest possible return of all pupils. I am conscious that a return to school is vital for our children’s education and wellbeing. However, I am also mindful that a cautious approach to this should be followed to ensure that the health and safety of our school community remains the number one priority. With this is mind, please be reassured risk assessments have been reviewed and remain robust, and all school planning and actions have taken into account Public Health England ‘system of controls’. These essential measures include:

• A requirement that pupils and staff who are ill stay at home

• Robust hand and respiratory hygiene

• Enhanced cleaning arrangements

• Active engagement with NHS Test and Trace

• Formal consideration of how to reduce contacts and maximise distancing between those in school wherever possible and minimise potential for contamination so far as is reasonably practicable.

Throughout the summer term, our school provided schooling for our vulnerable pupils and those pupils whose parents were deemed to be key workers. We also welcomed back pupils from Reception, Year1 and Year 6. During this time, the school operated rigorous hygiene practices and adhered strictly to social distancing rules wherever possible. The children were exemplary throughout and were very compliant with new rules and practices put in place, it was very evident that you had prepared your children with what to expect when they arrived at school and we are very grateful to you all for doing this. As you can appreciate, the number of pupils on site will significantly increase in September, so we have revised our systems on a wider scale, we are confident that by adhering to the controls outlined above, we can minimise risk whilst providing a full educational offer. All classes are now taught as year groups whilst school numbers are slightly lower to enable us to recover the curriculum that our children may have lost. Careful consideration has been given to class groupings, please be reassured that your child will meet their year group friends in their allocated yard at break times and lunch times, there will be very little movement around classes so socialising safely is important for the children during their yard times.

In order to provide you with further information, and to help ease the transition back to school, our guidance document for staff, parents, pupils and visitors should be read in conjunction with this letter.

**Key Phase Bubbles**

Following government guidance, we will continue to group the children into “Bubbles,” we have six ‘Bubbles’ from September. The groupings will consist of the following - EYFS and Y1 Bubble; Y2 Bubble; Y3 Bubble, Y4 Bubble, Y5 Bubble and Y6 Bubble. Each bubble will have separate allocated times for breaks and lunchtimes and will not mix, wherever possible, with any other bubble group. We will limit movement around the school site and aim to keep all bubbles in their designated learning areas as far as possible. There will also be staggered end of school times to reduce the gathering of parents and pupils on site at any one time. Staff will not cross over bubbles with the exception of Senior Leaders, PE and music staff and staff providing support.

**School Equipment/Uniform**

Pupils should wear school uniform (including a coat) on their return to school. No wearing of earrings will be permitted under any circumstances. All school equipment will be provided, therefore, pupils should not bring pencil cases or other equipment into school. Pupils will only be allowed to bring into school a water bottle filled with water in the morning, an official school book bag. PE kit to be worn to school on their PE day. - (see attached guidance for PE days.)

The PE kit is blue shorts, a plain white t-shirt and black plimsolls (trainers for outside use). Tracksuits are allowed but again they must be navy or black. Designer items are not allowed, e.g. Nike, Adidas.

PE kits that have been left in school will again be available to be collected Friday 4th September from 10am-2pm. The kits will be placed on the main yards ready for collection- if it is raining then a text message will be sent out to re-arrange. We have a one- way system in place- please enter the normal school gate and exit KS2 via the staff carpark, KS1 via the pedestrian gate.

For health and safety reasons, we advise that you place the items straight into the washing machine or leave them for 72 hours. After the first week we will not be able to continue to store these items so they will be disposed of.

**Drop off and Pick up times please see attached guidance**

We are operating a strict system in the school yard. Nursery children will enter via the pedestrian gate with one family member. Reception – Year 3 will enter via the KS1 gate, Years 4 – 5 will enter via the KS2 yard gate, Year 6 will enter via the driveway gate. Staff will meet Years 4 and 5 at the school gate, Years Rec – 3 parents can come onto the yard via the main gate and leave via the pedestrian gate, please adhere to this one way system. On an evening parents / carers are allowed on the yard so that they can safely see their child as they are dismissed, Year 6 will be dismissed from the class and walk down the drive to either meet someone who is collecting them or they may have permission to walk home.

Please drop off and collect your child at their allocated time. You must socially distance when entering and leaving school. Please do not arrive at school before your allocated time on a morning. When collecting, you may have to queue, you will be allowed onto the school yard but please socially distance where possible. Could parents please ensure that they limit the time spent on the school site? To safeguard staff, and pupils as much as possible, can I also request that parents do not enter the school site to speak with their child’s teacher or the office but communicate queries or concerns via telephone or email to the school office. As a Trust we have agreed that staff, visitors or parents entering our school will be required to wear face coverings in all communal areas and corridors.

If you have siblings with different start/finishing times please drop off your children at the earlier time and pick up at the later sibling time. Please email school to verify that you will need this arrangement. Please try and be on time. Any child arriving late to school will have to come to the school office and wait until a member of staff can take them around school to their new entrance.

**School Lunches**

There will be staggered lunchtimes operating from September. We will be offering a limited lunchtime menu which will be made available as soon as possible to view on our school website.

From September, dinner fees will resume and must be paid via ParentPay, we will not accept any cash into school. Please note the cost of a school dinner will be £2.10 per day from September. Across the week, we will be providing children from year 1-6 with 3 hot dinners a week and 2 cold dinners. We need to organise the children across the main hall to ensure their bubble is secure. Reception- will be provided with a hot dinner every day served in the KS1 hall.

We are not allowing children from reception, year 1 and year 2 to bring in packed lunches. These children all receive free universal school meals. If your child has a special educational need or allergies, then speak to the school SENCO who will support and offer advice.

Children in years 3-6, can bring in their own packed lunch, but the food cannot be brought in a normal packed lunch bag. The food must be brought in a plastic/paper bag and all sandwiches, food etc. must be wrapped in disposable items, e.g. tin foil or cling film. To help reduce infection, the bag will be thrown out after use. Please do not put food in that won’t be eaten as you will not have it returned. Packed lunches are allowed to be left out for 4 hours, so they will not be kept refrigerated.

**Curriculum Delivery**

We will continue to offer a broad and balanced curriculum as far as possible, and the quality of teaching and learning that takes place in the classroom will not be diminished. There will also be a teaching focus on core mathematical and English skills in the autumn term. This is to ensure that any gaps in basic knowledge and understanding are addressed and that pupils are able to confidently move forward with their learning. There will also be increased opportunities for pupils to engage in activities linked to promoting personal wellbeing and physical health.

**Breakfast Club / Tea Time Club**

We will be operating our breakfast and afterschool provision where needed. However, we must firstly ensure that all pupils are familiar with our school hygiene systems and expectations and therefore this provision will not be available initially. If you would like your child to attend either our breakfast or Tea Time Club when available, please contact the school office so we can have an idea of numbers.

**Illness**

In the event of a pupil or adult falling ill with virus like symptoms, they will be isolated immediately and parents will be contacted. School will follow the procedures as set out in our guidance document for staff, parents, pupils and visitors.

The last few months have been difficult for everyone and I greatly appreciate your patience and support throughout this period. As we aim to return all of our pupils back to school and to some degree of normality we must all be mindful that the pandemic is still with us and that we must do all that we can to minimise the risk of further spread of this virus both inside and outside of school. We will continue to review our risk assessments in light of government updates and I will keep you updated as to any changes should they occur.

We are looking forward to welcoming back all of our children in next week and facing a new academic school year with positivity and excitement. Can I take this opportunity to thank you once again for your continued support.

Yours sincerely,

Mrs. M. Graham

Acting Executive Head Teacher