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19<sup>th</sup> May 2020

Dear Parent/Carer,

### **PLANS TO RE-OPEN FOR NURSERY/RECEPTION/YEARS 1 & 6 FROM 1<sup>st</sup> JUNE 2020 ONWARD**

I am writing to let you know our plans should school re-open for these year groups from June 1<sup>st</sup> onward. **Please note that these are currently proposals and will be adjusted/amended as needed should further guidance be received. It's also important to point out that 1<sup>st</sup> June is the earliest schools will be asked to open and, depending on developments, may actually be later than this.** A more detailed plan will be sent out to you next week. I felt it was important, however, to let you know as soon as possible about our plans so far.

As you know, we have been opening for the children of key worker pupils since the 23rd March. These children have really enjoyed being in school, even though arrangements have been different to usual school life. The model we have used to organise provision for these groups of children has worked well. We are therefore going to follow a similar model when asked to open school for Nursery, Reception, Years 1 and 6, adding in further procedures/health and safety measures due to the larger numbers of children and staff involved.

The main elements I would like to share with you are:

**A phased return in the first week** We will open to Year 6 first along with the children of key worker parents, with only these children being in school on the Monday and Tuesday\*. This will enable us to check the model is working effectively and make any further adjustments as needed before introducing more year groups. Year 1 would then join us on the Wednesday and Reception and Nursery from Thursday onward. Providing that procedures continue to work well, these year groups will attend every day from this point.

*\*On the first Monday only, school would open at the normal time for key worker children but at 1pm for the Year 6 group. As we are likely to only have 48 hours-notice about re-opening, this will give staff chance during the first Monday morning to ensure that all procedures and organization are in place, including a practice of lunch arrangements before welcoming our first year group back. From the Tuesday, the groups will start at 8.45am onward.*



*The contents of this letter are confidential and are intended solely for the addressee.*

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**Staggered dropping off/collection times and different dropping off/collection points** In the full plan next week, we will advise you of the specific times for your child's group. Drop off times will be staggered between 8.45am and 9.15am. Collection times will be staggered between 3pm and 3.30pm. Social distancing markings will be in place at the various drop off/collection points. There will be different entry/exit points allocated to each year group.

**Small groups of 10 or less** Each year group will be divided into two or three groups, depending on size. Wherever possible, these will be based on friendship groups. A staff member will be allocated to each group. Each small group will have its own classroom which will be organized to ensure social distancing is followed wherever possible. We will also ensure that our classrooms are still attractive and welcoming for children.

We feel that it is inevitable that younger child will interact at a closer distance with each other at some point during the day. However, they will only be mixing with pupils within their own small group. This is similar to what has been happening with the pupils of key worker parents. We are very lucky to have such extensive grounds and these will be used every day, weather permitting, to allow pupils in their groups to enjoy outdoor learning activities.

**Resources** Each child will have their own labelled ipad or laptop on their desk plus a plastic zip wallet with pencil, rubber ruler etc. Year 6 may wish to bring in their own but we will provide a zip wallet if not. If Year 6 do bring in their own resources, these will need to remain in school. Children should bring in their own full water bottle and will not be able to use the water fountains. Jugs will be filled from water fountains by staff however, should children need a top up. Coats to be hung on the back of chairs and bags under their table (all children should have a space next to them so enough room). This avoids having to access the cloakroom areas.

We are currently looking at the resources we can provide for younger children within their classroom and organizing a cleaning schedule for these. Again, each group will have their own resources just for their classroom and these will not be shared with other groups.

**Hygiene** We have a good stock of hand sanitizer, soap and tissues. As we were doing prior to lock down, children will be asked to wash their hands at regular intervals during the day and much more frequently.

**School Uniform** During the initial weeks at least, we will not ask parents/carers to send their children to school in uniform. Children should wear comfortable, casual clothes instead and trainers. This will also mean that they will be adequately dressed for outdoor learning and changes of clothing will not be needed. It also means that parents/carers do not have to worry about buying new uniform should clothes (and especially shoes!) no longer fit. We would ask that children wear a clean set of clothing each day.

**Break-times** Each class group of 10 or less will have their own zone in the playground with their own box of resources. Year 1 on KS1 yard, Year 6 and the key worker group on KS2 yard, Reception and Nursery in their outdoor areas. The grass/field areas will also be used, whilst keeping the groups apart from each other. It is likely we will stagger break and lunch times.



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Again, it is likely that children will interact with each other at a distance closer than 2m at some points during this time, playing ball games for example with each other. As in their classroom, the group will be apart from other groups so children will only be mixing with 9 other pupils or less. This is the same as the model we have used with the children of key worker pupils since the beginning of lock down.

Markings will be set out on the yards for safe lining up in groups. Children will be supervised at break/lunchtimes by their allocated staff member or another staff member from the year group team. There will also be a lunch-time supervisor allocated to each year group.

**Lunch-time** We are currently looking at a plan with our school cook to provide a hot meal each day for those pupils who have school dinners. In the lunch hall, children will sit in their groups with spaces between them. We are likely to have three separate sittings.

**Toilet Breaks** We will work out slots for each group: one mid-morning, one before lunch, one after lunch and one during the afternoon. For younger children and those who may need to go at other times, staff will check that the toilet is empty before escorting children from their groups to these. No more than two children will be able to access the toilets at one time and they **MUST** be from the same group. Toilets will be allocated to each group, for example Year 6 and key worker pupils only will use the KS2 toilets.

**First Aid** Trained staff will continue to administer First Aid to children and comfort them as needed. Health and safety procedures will be followed to protect both pupils and staff members.

**School work** Teachers will continue to plan for classes as we are currently doing. This means that staff in school can follow this with the groups they are working with. In the afternoons, staff will deliver some of the Science and Humanities work planned plus Art, PE, outdoor learning etc as they wish. Children not in school can continue to complete home school tasks as they are doing now.

**Friday afternoon closure** School will close after lunch on Fridays at 12.30pm. This will allow us to carry out a deep clean of the school. School will remain open however to the children of key workers.

I hope this information answers some of the many questions you have about the re-opening of school for your child. As I have mentioned, this is only a small part of a very detailed plan currently being devised and at the moment is an initial draft. I will send further details out next week. We appreciate that all families have different circumstances and will need to make their own decisions about whether to send children into school or not. We are here to support, whatever your decision may be.

In the meantime, stay safe and please contact us via the school email address or contacting the school office on 410 2599 if you have any questions or concerns.

Yours sincerely,

Mrs Lavelle



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