

##### Pound Lane

Nailsea

**North Somerset**

**BS48 2NP**

**Telephone: 01275 852720**

**Headteacher:**

**Mrs Jan Thomson**

 24 June 2020

Dear Parents and Carers of Year 2, 3, 4 and 5

I am delighted that we can now welcome more children back to school and I am now able to give you more information about the return to school for years 2-5.

I hope this will now give you adequate time to plan and prepare for your child’s return to school. Thank you to those parents who have informed us that your child is intending to return. If further parents now decide to send their children, then we need to know as soon as possible please as we need to sort out rooms and teaching groups (‘bubbles’). I want to reassure you that we will be guided by your decisions about sending your child to school based on the information below. If you decide not to send your child for the four days offered, then we would ask that if possible, they could at least ‘visit us’ with you for a face to face (socially distanced) ‘hello’.

Should you choose to send your child to school, they should be prepared for the possibility of working with a different adult and in a different learning space as some rooms and staff are already allocated to ‘bubbles’. Once ‘bubbles’ are established there is no movement between groups. It is therefore important that your child understands that it looks and feels different to usual and it is likely they will have less opportunities to play with all their friends in the way they would have done prior to Covid 19. We have put this plan in place in order to make sure as far as possible that we are keeping everyone safe. I have made a short film to show what the school site looks like - you will find it on the website on the home learning page. The new ‘normal’ is working well so far, and all the children seem to be enjoying being back at school!

We have put in place some fairly ‘rigid’ rules and have put together procedures to ensure the smooth running of the school in this new way. I am sure you may be concerned as to how we will keep the children safe whilst in our care so here are some measures we are putting in place taken from the risk assessment.

**Social Distancing:**

We know that social distancing within a school environment is difficult, but in order to minimise risk and support the health and wellbeing of all we will:

* Allocate children to year group ‘bubbles’ of no more than 15 children if possible and further divide this bubble into 2 smaller groups if we can. Children will therefore have contact with limited children and limited adults across their week in school.
* Reduce numbers on the school site by staggering the start and end of the day so parents and carers are not all present at the same time.
* Introduce staggered breaks during the day to reduce the number of children together at one time.
* Close off outside play equipment (tyres, climbing frames, etc) following National Guidance.
* Encourage outside learning where possible instead of inside the classroom.
* Reduce any unnecessary visitors to the school.
* Re-arrange desks and seating to try and ensure plenty of space between each child.
* Mark the site with 2 metre markings where possible.

**How you can help:**

* Please try and make sure your child understands in their own way about ‘social distancing’, as this will be a requirement for everyone on site, at all times, as far as is possible. With younger children, try ways of showing them what this looks like.
* Please explain to your child that they will need to listen to our instructions around this as they will have an individual table to sit at and there can be no sharing of equipment etc. At playtimes they will also need to exercise social distancing which I appreciate will be hard for them.
* Parents and carers will need to adhere to social distancing rules too, so please be mindful of this at all times as you drop off, pick up and walk around the site. The site will be marked out as much as we can. We ask that only **1 adult** be involved in drop off and pick up please.
* If your child requires medication at any time you will need to arrange to come to school to administer it.
* Please make sure your child has their asthma inhaler in their bag and that they know how to use it.

**Hygiene**

Procedures will include:

* A deep clean of the school every Friday.
* Cleaning of heavily used areas throughout the day, including shared areas in between staggered group usage.
* Allocated spaces, toilets and equipment for bubbles.
* Hand washing as integral to the daily routine with guidance and monitoring in place for all children.
* Ensuring that adequate facilities are available for hand hygiene and that handwashing information is shared regularly with the children.
* Where appropriate, children using the same piece of IT equipment during the day.
* Children having their own named pencil, rubber, etc. These will be provided by school.
* Children bringing in named drinks containers to use during the day.
* Lidded bins which are used for tissue waste and we will ensure that these bins are emptied throughout the day.
* Children not bringing any personal items from home such as toys and pencil cases.
* Children wearing clean clothes every day if possible; therefore, parents can choose whether to use school uniform or other clothing – the children may be more comfortable in ‘joggers’ and t-shirts for example as they would during Sports Week. (No extreme fashions or inappropriate wear please).
* Limiting use of learning resources and equipment to those that can be easily allocated and cleaned.
* Necessary First Aid being administered to a child by staff wearing PPE to provide an additional layer of protection for the adult and child.

**How you can help:**

* Ensure that your child does not bring toys from home.
* Scooters and bikes – please do **not** bring these to school as we cannot allow the children to access the current space due to them arriving via different entrances.

**NB** We are following clear government guidelines to **not allow** pupils to wear face coverings. This is for hygiene and safety reasons – we cannot guarantee they will use them safely, handle each other’s etc.

**The School Day**

***Getting to/from school:***

* If your child needs to be accompanied to school, only ONE parent/carer should accompany them. (Anyone displaying symptoms of Coronavirus should NOT enter the school grounds).
* Each year group has allocated drop off and collection times (see detail below) and will be asked to enter and exit the school through specific points.
* Parents and carers should NOT gather at entrances.
* Parents and carers should adhere to social distancing rules.
* Outside of drop off and collection, parents and carers should only enter the site if you have a pre-arranged appointment
* Staff will be avoiding physical contact with children throughout the school day, this includes drop off and collection. Where children are upset, they will need to be settled by their family member prior to leaving them at school.
* Staff will not be available for ‘chats’ before and after school – please direct any enquiries to the office by phone or email unless immediately urgent in which case please go to front reception (one person is allowed in at any one time).

**How you can help:**

* Please do not arrive super early for drop off or pick up – this will avoid crowding and mixing of ‘bubbles’.

***Break and lunch times:***

* Break and lunch times will be staggered and will take place in designated areas with no overlap of bubbles. Staff will supervise their bubbles.
* Play equipment will be divided between bubbles to prevent sharing and will be cleaned after use
* Our catering company Chartwells arer offering packed lunch option only for this period

**How you can help:**

* Apply sun cream before school if possible – ensure that your child has protection such as a sun hat, maybe a long sleeve light top etc.
* Make sure your child has a named drinks bottle, we will ask that you bring one in if your child appears not to have one. They will not be allowed to use communal cups as we cannot ensure full cleanliness during the day after each use.
* Make sure your child knows not to share food or drink with anyone else.
* Make sure your child knows that contact games like tag and ‘play fighting’ will not be allowed at any time.

**Equipment:**

Each day your child will need to bring:

* A named drinks bottle (vital)
* Fruit for mid morning snack
* A waterproof coat
* An inhaler if applicable (please let the class teacher know this).
* For younger children a spare set of underwear and clothes if they are prone to ‘accidents ‘

**Year Group Details:**

**Year 2 (Monday 6 July - Thursday 9 July)**

Start time: **9 am**

Children to be dropped at Main Entrance – a member of staff will be there.

End time: **3 pm** Collect from the Main Entrance

**Please be mindful of social distancing rules at all times.**

**Year 3 (Monday 6 July – Thursday 9 July)**

Start time: **9 15 am**

Entrance: Children to be dropped by outside classroom doors to Emerald and Art Room - a member of staff will be there

End time: **3 15 pm** Collect from the same place.

**Please be mindful of social distancing rules at all times.**

**Year 4 (Monday 13 July – Thursday 16 July)**

Start time: **9 am**

Children to be dropped at Main Entrance – a member of staff will be there.

End time: **3 pm** Collect from the Main Entrance

**Please be mindful of social distancing rules at all times.**

**Year 5 (Monday 13 July – Thursday 16 July)**

Start time: **9 15 am**

Entrance: Children to be dropped by outside classroom doors to Emerald and Art Room- a member of staff will be there

End time: **3 15 pm** Collect from the same place.

I would ask please do not arrive super early for drop off or pick up – this will avoid crowding and mixing of ‘bubbles’.

We look forward to seeing the children again very soon!

Kind Regards

Mrs Thomson

Headteacher