



Every Child, Every Chance, Every Day

St Mark's Church of England Early Years & Primary School

Friday 17th July 2020

Dear Parents and Carers,

September re-opening

We are very much looking forward to welcoming the children back to school in September and returning to as close to normality as possible. Although Covid-19 has not disappeared, we are advised that the level of risk has been reduced and therefore are asked to proceed with the plan to reopen the school to all pupils. After a long period out of formal schooling for many, it is important to get our children back into school routines and back on track with their learning. I have greatly missed seeing them every day and very much await the pleasure of a new school year.

I fully appreciate that parents may have reservations about sending their children back into school. We will be putting in place a number of protective measures, based on all the available guidance, to manage the risks and protect the health, safety and wellbeing of our children, staff and families. The school is being made as safe as it possibly can be and it will be law for children to attend. I hope that the details outlined in this letter will answer your questions about reopening and provide reassurance.

Our plan to manage the risks associated with Covid-19 focuses on two main elements:

- ♣ Limiting contact – bubble groups and social distancing
- ♣ Hygiene measures – personal hygiene and cleaning

Limiting contact

Contact will be limited by allocating children to phase bubbles:

- ♣ EYFS – Nursery and Reception
- ♣ Phase 2 – Years 1, 2 and 3
- ♣ Phase 3 – Years 4, 5 and 6

To reduce problems for parents who have children in different year groups, we have had to split into 3 large groups for the purposes of coming into school, collection and lunchtimes.

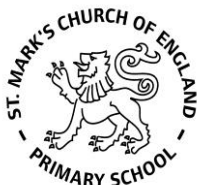
Within these larger groups, children will be split into year group bubbles and mixing of different year groups will be limited by having different break times, on occasion-eating packed lunches in classrooms or small groups in the hall, allocating different areas of the playground and by having no large gatherings within school. Within the three larger groups the adults will be kept consistent. Movement around school will be restricted and we will operate a 'keep on the left' system in the corridors and through toileting areas wherever possible.

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Deputy Head: Matthew Jones



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We are aware that parents depend on our breakfast and after school club provision however, until we are sure that the school can run smoothly under these new procedures we are unable to offer either.

With the exception of Early Years parents, adults will not be permitted onto the school site at drop off times but, to ensure safety of children, will be allowed on site for collection – there will be allocated queuing areas where adults will need to wait. These will be clearly marked. Class teachers will bring out the children and direct them to whoever is collecting them. To reduce congestion and the risks associated with this, only one adult per family will be allowed on site. If you have more than one child you must collect the youngest first, and then older siblings. In order to effectively reduce risks associated with large groups of people mixing, it is vital that parents maintain social distancing during drop off and collection times and adhere to the times set out above. Additionally, they must keep any younger children next to them while they are waiting to collect. Gathering at the school gates and coming into school without an appointment will not be allowed. Any queries or questions will need to be raised by email or telephone. Any visitors to school will be asked to adhere to our hygiene and social distancing procedures to protect themselves and others. Visitors spending more than 15 minutes inside the school building will also be asked for personal data for track and trace purposes.

Class	Drop off time	Location	Collection time	Location
2 Yr Olds	8.45	Mitford Rd	11.45	Mitford Rd
Nursery	8.55	Mitford Rd	tbc	Mitford Rd
Reception	8.50	Pitch gate	3.10	Pitch gate
Y1	8.50	Playground gate	3.20	Playground gate
Y2	8.50	Playground gate	3.20	Playground gate
Y3	8.50	Playground gate	3.20	Playground gate
Y4	8.55	Playground gate	3.30	Playground gate
Y5	8.55	Playground gate	3.30	Playground gate
Y6	8.55	Playground gate	3.30	Playground gate

Within school, we will also promote social distancing and a 'no touch policy', both in class and during playtimes and PE. We appreciate that for our younger children, social distancing will be incredibly difficult and so, although we will still promote 'no touch', our focus for the younger ones will be on good hygiene and maintaining cleanliness within the learning environments.

Hygiene measures

The first of these is the implementation of regular handwashing/sanitising; we will ensure that children wash or sanitise their hands regularly throughout the day. This will take place as soon as they arrive at school in the morning, at the end of each break, after going to the toilet and before eating. Children will also be encouraged to adopt the 'catch it, bin it, kill it' approach if they have a cough or sneeze and not to touch their face. Each classroom will have a 'keep clean station' where

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all necessary resources will be available – handwash, sanitiser, tissues, and a covered bin. All children are encouraged to bring a packet of tissues with them to school each day. We will also have an enhanced cleaning schedule during the day. Classrooms will be wiped down at the end of the morning session and after lunch, if children have been eating there. Doors and regularly touched surfaces will be wiped down and shared spaces will also be cleaned after use. Toilet areas will be cleaned more frequently through the day, including doors and taps. Where appropriate, desks will be arranged to reduce face to face working and close contact (i.e. group work) but this will mainly apply in KS2 classes. Please ensure you wash your child's uniform daily to reduce any risks.

Only essential items may be brought to school, as follows:

- a drawstring PE bag containing PE shoes, shorts and a t-shirt
- Reception and Nursery children – a change of clothing in a plastic carrier bag
- for packed lunch children – a small lunch bag or box – no loose items or plastic bags
- clean water bottle to be taken home each day

We will expect the children to be in full school uniform, including black shoes/trainers. Please ensure that your child has their PE kit from day 1 as we will not be able to provide spare kit. No rucksacks, large bags, pencil cases or toys will be allowed in school – please do not set your child up for disappointment by buying bags and pencil cases. All items of clothing and belongings must be clearly labelled; children will be expected to look after their belongings and staff will not be allowed to hunt for items that children have lost and misplaced. Lost property unlabelled items will be disposed of. Children and families are encouraged to walk to school. Scooters and bikes will not be permitted on to the site as the storage organisation of these increases the risk of cross contamination.

Covid-19

We will also continue to have in place, procedures in the event of an outbreak of Covid 19 within the school community. The most important message remains – if your child is ill with symptoms of Covid-19, you must keep them at home, inform school and book a test. If a child becomes ill whilst in school, we will isolate them, contact you immediately to collect them and advise you to arrange testing. In the event of a confirmed case of Covid 19, we will engage with track and trace, and seek further guidance from our local public health protection team. Reminder PING messages will be sent out weekly and further guidance will be issued at the start of term, this will detail the procedures to be followed in the event of a variety of different scenarios – e.g. illness in school, family member with suspected Covid 19, member of staff with symptoms.

Curriculum/learning

In September, we will spend a significant period of time on personal, social and emotional development and the wellbeing of children. We anticipate that some may struggle with social engagement and settling back into friendships. Initial activities will focus on building up a strong sense of belonging within the class, easing the children back into routines, re-establishing school rules and spend time discussing worries and concerns. We also want to focus heavily on the positives

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that a new year brings, the good things that have come out of this experience and our hopes and aspirations for the year. During the first half of the autumn term, learning in core subjects (English and Maths) will focus on 'filling the gaps' in learning from the previous year and re-establishing good progress. The children will also experience a broad and varied curriculum to inspire and engage them. Your support in getting children back on track will be vital and I ask that you continue to promote reading and number facts/times table recall throughout the summer break to give children a flying start in September. I apologise for such a lengthy letter and the somewhat restrictive stance that has had to be taken. Please be assured that the safety and wellbeing of children, staff and families has been at the heart of all decisions made. Additionally, I am sure that you will appreciate that this plan is also subject to change, due to the unpredictable nature of the current situation.

Thank you once again for your ongoing support and understanding. If you have any questions or concerns, please do not hesitate to get in touch.

Wishing you all a very safe and happy summer,

Ms Braithwaite

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