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Dear Parent/Carer

17th July 2020

Re: Returning to School in September

We are all incredibly excited to be welcoming our children back to school in September and we have lots of lovely, engaging activities organised. We are really looking forward to seeing everyone again and despite the fact that everything will be far from 'normal' we will try to make the school and the systems as familiar as possible for the children.

I know you have all been keen to hear about the arrangements for the reopening of the school in September but we have literally only had our risk assessments and plans approved today. As you can imagine our risk assessment has been a logistical challenge but we feel confident that we can open safely if everyone follows the advice below. School reopens to children on Thursday 3rd September 2020 and attendance is mandatory unless an individual agreement has been made with the school regarding specific personal circumstances. The arrangements are incredibly complicated and I have tried to make it as clear as possible but Mr Myers and myself are in school all of next week if you need to ring us with any queries.

Classes:

- Each class is a bubble
- Children will not socially distance within their bubble
- They will sit side by side facing the front
- Younger children and EYFS will be encouraged to play side by side rather than in a circle
- Teaching teams can move between bubbles
- Children from different bubbles will be kept separate at playtimes and lunchtimes

Arriving at School:

- Only one parent should drop off a child (or siblings)
- Durham Police has asked us to request that if at all possible parents park away from the school
- Parents and children will need to follow a one-way system which will be supervised by a team of staff each day
- ALL children (including Reception and Nursery) should be brought onto the big yard via the main gate

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- Class 5 (Year 5&6) should arrive at 8.30am
- Class 4 (Year 4) should arrive at 8.40am
- Class 3 (Year 3) should arrive at 8.50am
- Class 2 (Year 2) should arrive at 9.00am
- Class 1 (Year 1) should arrive at 9.10am
- Reception & Morning Nursery should arrive at 9.20am
- Please note that you can drop siblings off at the same time in order of the classroom you pass first on the one-way system
- Parents with children in Nursery, Reception, Class 1 and Class 2 will enter the main yard and walk through the playground and onto the EYFS yard and exit the school via the Nursery gate
- Parents with children in Class 3, 4 & 5 will enter in the same way but will exit via a side gate which will bring them out near the main entrance of the school
- Don't worry – staff will be around to supervise the one-way system and keep everyone moving
- Please note it is really important that everyone keeps moving through the one-way system

Collection Time:

- Parents will follow the same one-way system as detailed above
- Teachers will bring their class outside and will send your child to you on the yard
- Whilst waiting on the yard please maintain social distancing rules
- You can bring younger children onto the yard but they must be kept with you
- Class 5, Class 1 and EYFS will be collected at 3pm
- Class 2 will be collected at 3.05pm
- Class 4 will be collected at 3.10pm
- Class 3 will be collected at 3.20pm
- Siblings can be collected at the same time
- Obviously, the above timings are very tight and we would ask parents to try to stick to the timings and not arrive too early or too late

Cash Payments:

- No dinner money should be paid at the school office
- All cash/cheque payments should be in a sealed envelope with your child's name on it and your child will be asked to put it into a cash collection box in their classroom
- Nursery and Reception children – an adult on the yard will have your cash collection box

Breakfast Club:

- We are offering Breakfast Club from 8am – 9am Monday – Friday starting on Thursday 3rd September 2020
- Please note that the doors will not open until 8am as we are not covered by our insurance to have children on site before that time
- The price has been frozen this year at £2.50 per session
- Please queue at the main entrance ensuring social distancing
- The hall will be zoned with EYFS & Class 1 sharing one zone; Class 2 & 3 sharing another zone and Class 4&5 sharing a zone
- Children will be offered the usual breakfast choices and can play together within their zone but cannot mix with children from another zone

Lunchtime:

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- The hall will be zoned into two halves
- Class 5 & 2 will have lunch between 11.50-12.30 and will then go out to play
- EYFS and Class 1 will have lunch between 12.30 – 1.00 followed by play
- Class 3 & 4 will have lunch between 1.00 – 1.30 followed by play
- Bubbles will sit together and do not have to socially distance but must remain within their zone

Playtimes:

- Morning break times will be staggered
- The main yard and field will be halved with two classes out at any one time
- Bubbles can play together but cannot play with children in a different bubble or zone
- Class 1 & EYFS will have staggered playtimes on the EYFS yard

After School Child Care:

- We recognise that our working parents may not be able to get back to school in time to collect children at these different times
- We are offering 'child care' each day after school from 3pm – 4.30pm starting on Monday 7th September
- These sessions are being staffed on a voluntary basis by our team
- The cost of each session will be £2 per child to cover the cost of resources
- These limited places will be offered to key workers initially, working parents and if places remain they will be offered out to other families
- A letter will be given to your child on their first day back with more details and a form to request a child care place

Resources:

- Children can bring pencil cases and bags into school but cannot share equipment
- Coats and bags will be stored in their allocated cloakroom
- An individual tray will be set up for each child with the required equipment
- Children MUST change into a PE kit in order to take part in PE lessons
- Children should not bring in bottles for water – water will be provided

Curriculum:

- We will be focussing on settling the children into their new class and ensuring they feel safe and happy in the first few weeks
- The whole school will be completing a literacy-based project based on a transitional text to support children to adapt to the changes
- All curriculum areas will be covered
- PE can take place so long as there is no contact sport, children must change into a PE kit and wherever possible lessons will take place outdoors
- Music lessons will take place but children cannot sing or play musical instruments
- A baseline assessment will be carried out nearer to October half term so that gaps in knowledge and 'catch up' interventions can be planned
- The teaching timetable will be broken up with small mindfulness activities to help the children to adjust and settle

Collective Worship:

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- We are unable to meet together in the school hall therefore each Class Teacher will be delivering collective worship daily within the classroom
- Either myself or Mr Myers will be delivering our usual Wednesday Bible Story session via Zoom or Teams directly into classrooms

Cleaning:

- An enhanced cleaning schedule is in place to ensure additional cleaning takes place throughout the school day and a deep clean will take place each night

COVID – 19:

- If a child or adult has a temperature or coughs intermittently for 20 minutes or more they will be isolated and supervised by myself
- I will have to wear full PPE equipment
- You will be contacted to collect your child and advised to have them tested
- Parental engagement with the Test and Trace system will be essential to keep all of our children and staff safe
- We are required by law to inform Public Health England of any child or adult sent home with suspected Covid symptoms
- We will then take advice from Public Health England regarding any further action such as the closing of bubbles or the whole school

PPE Equipment:

- Staff will not be wearing any PPE equipment unless administering first aid
- Staff are required to wear gloves and a face mask when administering first aid
- Lunchtime Supervisors will be wearing gloves as they cut up younger children's dinner and touch cutlery
- I am required to wear full PPE including visor if a child or adult is in isolation
- If your child has a 1:1 key worker and an individual risk assessment it may detail the wearing of PPE for the safety of that member of staff

Other Information:

- Please try to deal with any enquiries via the telephone or email (admin@stanhopebarrington.org.uk) as parents are not allowed in the school building
- If you really need to speak to someone in the office face to face please ring and make an appointment to do so
- Parents are asked to try to limit the number of child-minders your child has as this will help to minimise the risk of transmission
- On Tuesday 1st September 2020 our team are back in school and will prepare a video to show the one-way system and to show children around the school and say hello – just to reassure everyone. It will be posted on our You Tube channel and a text will be sent out when it is ready to view

I am so sorry that my first letter to you in my new role as Acting Head Teacher is so long, complicated and full of rules and regulations. Thank you to everyone who has sent messages of support throughout this difficult time. Our team are having a well-deserved break over the Summer and are really positive about starting afresh in September. We appreciate that returning to school will be an anxious time for parents, children and for ourselves but if we all work together I am confident we can ensure that our

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children have a positive experience and continue to thrive. It is incredibly difficult to explain all of the complex changes clearly in a letter so please, if you have any questions at all please do not hesitate to ring me or Mr Myers next week.

Throughout this pandemic we have always followed Government guidance and will continue to do so. In the event of any significant changes our risk assessment will be adapted in line with advice.

I would like to take this opportunity to wish you all a lovely Summer and to thank you (in advance) for your understanding and patience in September when the world will be very different for all of us.

Yours sincerely

Mrs Cross

Acting Head Teacher

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