

Head Teacher: Mr S Myers

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Dear Parent/Carer

28th August 2020

Re: Update on September Re-opening

Over the last six weeks there have been a number of changes to the government guidance issued regarding the re-opening of schools in September. I am really pleased that there have been no significant changes since my last letter of 17th July 2020. I am however, updating that letter and incorporating any minor changes now so that everyone has up to date details of what we all need to do next week.

The government have made it very clear that parents have a responsibility to ensure that their children return to school in September unless given specific medical advice to the contrary and having a formal agreement for authorised absence with the school. The school is required to record attendances and absences and follow up any unreported absence on the first day a child is missing from education.

I appreciate that this is an anxious time for some parents and would like to take this opportunity to reassure you that every effort has been made to make our school a safe, happy and nurturing environment for everyone.

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
- Durham Police will have a presence around the school for the first few weeks until the new systems for arrival and collection are embedded

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- Parents and children will need to follow a one-way system which will be supervised by a team of staff each day
- It is essential that everyone keeps moving through the one-way system to ensure we get all of our children into school as efficiently as possible
- **ALL children** (including Reception and Nursery) should be brought onto the big yard via the main gate
- 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
- There will be a designated waiting area for each group of parents by class – please adhere to social distancing rules whilst waiting for your child
- 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 either on the yard, at the main entrance or in their classroom
- Please note that staff are NOT allowed to handle cash or cheques and therefore if you will be asked to put it into an envelope and label it before it can be accepted

Breakfast Club:

- We are offering Breakfast Club from 8am – 9am Monday – Friday starting on Thursday 3rd September 2020

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- 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
- Your child will then be sent to their classroom/bubble at the official opening time for that year group

Lunchtime:

- 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 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

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- 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 but we will be avoiding close contact sport initially, 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
- Specialist music teachers will be attending school to teach violin and brass as normal
- 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:

- We are unable to meet together in the school hall therefore each Class Teacher will be delivering collective worship daily within the classroom

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
- You should inform the school immediately of the outcome of any test
- 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
- Children will not be wearing a face mask in school. If your child comes to school wearing a face mask it will be sealed in a plastic bag for them to bring home with them

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:

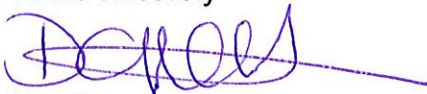
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- Please try to deal with any enquiries via the telephone or email (admin@stanhopebarrington.org.uk) as parents are not allowed in the school building
- If you really need to speak to someone in the office face to face please ring and make an appointment 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.
- We are calling our video and return to school plan “We’re all in this together” because that sums up exactly what the current pandemic calls for. There will undoubtedly be plans that might not work, or circumstances we have not anticipated and will need to respond to and I ask that you all bear with us while we all adjust to the new ‘normal’.

Finally, whilst no-one can guarantee that any school or place of work will be 100% safe, I would like to reassure you that we have lived and breathed this risk assessment and have tried our utmost to predict and plan for any eventuality. Our school is as safe as it is humanly possible to make it for our children, families and staff team. However, if you have any queries or would just like to talk through the plan in more detail, please do not hesitate to contact me at school from Tuesday 1st September.

Yours sincerely



Mrs Cross

Acting Head Teacher

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