17 July 2020

Dear Parent/Carers,

As we near the end of the term, I wanted to write with an update on our preparations for the start of the new academic year in September.

As you will know, the Government has now begun to relax further some of the lockdown restrictions, and as part of that announced that all schools will be re-opening for all pupils from September on.

This decision has been driven by a decrease in the number of Covid-19 cases, together with the “test and trace” system now being up and running. Public Health England has also made clear that the risk to children continues to be low.

For our part, we have been putting together our plans on how to do that safely:

 **First day of term**

The first day of term for Years 5 and 6 at Lower Meadow is Thursday 3rd September.

Rec, Year 1, Year 2, Year 3 and Year 4 will return on Monday 7th September.

We will be operating staggered start and finish times until further notice as follows:

|  |  |  |
| --- | --- | --- |
|  | Start Time | Finish Time |
| Nursery | 8.30 morning session12.15 afternoon session | 11.30 morning session3.15 afternoon session |
| Reception | 8.30am | 3pm |
| Year 1 and 2  | 8.30am | 3pm |
| Year 3, 4, 5, 6  | 8.45am | 3.15pm |

**School entrances and site map**

To manage the flow of students entering the building and to maintain year-bubbles, please use the following entrances / exits:

|  |  |  |
| --- | --- | --- |
|  | Entrance Gate | Exit Gate |
| Nursery – morning session | 2 | 1 |
| Nursery – afternoon session | 1 | Main entrance |
| Reception | 2 | 1 |
| Year 1 and 2  | 2 | 4 |
| Year 3 and 4  | 2 | 4 |
| Year 5 and 6 | 2 | 4 |
| Cocoon | Main entrance | Main entrance |

Please note the gates will be clearly marked. We ask you to stick to times and follow the one-way system. Photographs will be available on the website in early September.

For KS2, please drop children at the gate where possible.

Please note: The school office will not be able to be opened in the morning or at the end of the day until parents dropping off children have left the site. If you would like to speak any member of staff, please ring the school and leave a message and Mrs Beech will return your call as soon as possible.

**Uniform**

Children will need to wear their usual school uniform, but please ensure this is clean every day.

**How we will be managing social distancing**

The Government has made clear that they expect schools to operate a bubble system.

Classes will operate in ‘bubbles’ all children and staff will remain in the same bubble throughout the day.

Children will have their own equipment in the classroom and the sharing of items will be limited. Please do not bring in pencil cases from home. Where equipment is shared, it will be cleaned after each use.

We are operating a one-way system in school, to ensure movement will be kept to a minimum.

**Dining**

Reception, Year 5 and 6 will eat in the dining room at staggered times and tables cleaned in between sittings.

All other year groups will eat in their classrooms.

**Travel arrangements to and from school**

Please remember to maintain social distancing around the school perimeter. Markers are in place for guidance. If you are travelling by public transport, ensure that you are wearing a face covering**.**

**Curriculum**

Our aim is to teach to the curriculum from the start of the new academic year. However, we will be spending time during the day to discuss wellbeing, talk about feelings and concerns.

**Hygiene arrangements**

In each classroom, there will be a sanitisation station, where children can access hand sanitiser. Each classroom has soap, warm water and disposable paper towels. Cleaning equipment is available in each classroom to ensure tables and equipment are wiped down regularly. Hand sanitiser will be placed around corridors and in the Reception area.

**What to do if a case of COVID is confirmed at home**

We ask that you only send your child into school if they are well. If they have any of the Covid symptoms (a high temperature, a new, continuous cough, or a loss of taste or smell) then they should not come into school and you should arrange for them to be tested. Please contact Mrs Beech the attendance officer.

Anyone coming into contact with someone with COVID should self-isolate for 14 days.

We will continue to keep our detailed risk assessments under review over the summer holidays and in preparation for welcoming all pupils back from the beginning of September.

As ever, all of our decisions focus on the safety and wellbeing of our pupils and our staff. Alongside this, we are keen to welcome all pupils back so that we can get back on track with everyone’s learning as soon as possible.

Thank you for your ongoing support to the school. As ever, if you have any questions please do get in touch.

Yours sincerely,