Dear parents and carers,

As we approach the end of term, I would like to say an enormous thank you to you all. As a school community we have really pulled together during this incredibly challenging time. We know how hard you have been working to juggle home learning with your own work commitments – thank you.

We know now that we can open for all children, full time, in September assuming there is not a local outbreak and we are directed to close. School starts on Thursday 3rd September. The nursery class starts on Monday 7th September.

To keep the children and staff as safe as possible, we are continuing or introducing a range of proportionate, protective measures based on government guidance.

Each class of 30 children is a ‘bubble’ and will be expected to avoid or minimise contact with any child in another bubble. On some specific occasions it will be necessary for two bubbles to join but these occasions will be as few as possible e.g. two classes from the same year group may join together for lunchtime football club, once a week.

There are particular points in the school day when we really need your support to keep classes separate and maintain social distancing from other adults.

**Arriving at school**  
Please bring your child(ren) to school between 8.40 and 8.55am. This window of time is intended to stagger the arrival time of children in each class. If your child is in Key Stage 2 (years 3-6) drop them at the designated gate and do not enter the playground. They will walk straight to their classroom and enter immediately. School staff will be in the playground to help them. If your child is in reception or key stage 1 (years 1 and 2) you may enter the playground and walk them to the blue reception gate or their classroom door. Parents may not enter the classrooms.

Each class will enter by a designated gate. If a family has more than one child they should enter by the gate of the youngest child.

There will be a one way system in place. Entrance to the school site will be through the two back gates and exit will be through the front gate only. **You will not be able to enter the site through the front gate opposite Morrisons**

<table>
<thead>
<tr>
<th>Back Gate (Swimming Pool side)</th>
<th>Back Gate (Other side)</th>
<th>Temporary Back Gate (onto top playground near adventure playground)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.40 – 8.55</td>
<td>Oak R</td>
<td>Lime Y1</td>
</tr>
<tr>
<td></td>
<td>Willow R</td>
<td>Ash Y1</td>
</tr>
<tr>
<td></td>
<td>Sycamore Y5</td>
<td>Elm Y2</td>
</tr>
<tr>
<td></td>
<td>Rowan Y5</td>
<td>Maple Y2</td>
</tr>
<tr>
<td></td>
<td>Pine Y3</td>
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</tr>
<tr>
<td></td>
<td>Holly Y3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Beech Y4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chestnut Y4</td>
<td></td>
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</tbody>
</table>
Only year 6 will be able to access the bike/scooter shed. If a younger child cycles or scoots to school, their parent must take the bike/scooter home.

Nursery children will enter through the nursery gate at the front of the school.

**End of day pick up**
We will really need your support and patience with this! Please bear with us in the first few days while we try to make this as safe and efficient as possible.
Pick up will be staggered to minimise the number of adults and children on the playground. Social distancing must be observed by adults.

**Please arrive at the time stated below, enter through one of the two back gates and wait on the top playground.** Each year group will be brought out to the bottom playground. The two classes will remain separate. Each class will keep ‘only’ children in a line and dismiss those to parents first. They will space out those with siblings nearer the school buildings. Siblings of each younger year group will be dismissed at the same time as their younger sibling and will stand with their sibling on the bottom playground. Teachers will dismiss each child/sibling group to their parent in turn who will then lead them straight out to the front gate and leave the playground. Please leave the school site immediately.

<table>
<thead>
<tr>
<th>Time</th>
<th>Usual back gate</th>
<th>Temporary Back Gate (onto top playground)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.55</td>
<td>Willow</td>
<td>Oak</td>
</tr>
<tr>
<td>3.00</td>
<td>Lime</td>
<td>Ash</td>
</tr>
<tr>
<td>3.05</td>
<td>Maple</td>
<td>Elm</td>
</tr>
<tr>
<td>3.10</td>
<td>Holly</td>
<td>Pine</td>
</tr>
<tr>
<td>3.15</td>
<td>Chestnut</td>
<td>Beech</td>
</tr>
<tr>
<td>3.20</td>
<td>Rowan</td>
<td>Sycamore</td>
</tr>
<tr>
<td>3.20</td>
<td>Spruce</td>
<td>Cedar</td>
</tr>
</tbody>
</table>

If you cannot arrive in time for the slightly earlier pick up, nominate a parent in the same class who will collect your child(ren) and take them off the playground, ready to be met by you later. Please tell the class teacher who will be collecting your child.
If you use a childminder, inform your teacher of the days your child goes to a childminder and their name and contact details. Childminder groups will be treated as sibling groups.
If you have a younger child in our new nursery class you can collect them from the nursery as soon as you have collected your other children.

**Uniform**
Children are expected to wear usual uniform. Footwear this academic year will be **plain black trainers** to enable use of the field for a longer period of time. PE kits will be used as normal; you do not need to provide a second pair of trainers for PE.

**Bags and equipment**
Each child in years 1 - 6 will be expected to bring a **named pencil case** to school containing writing pencils, eraser, pencil sharpener, 15cm ruler, colouring pencils and felt tip pens. A school handwriting pen and whiteboard pen will be provided to relevant year groups. Each child will keep this on their desk and not share the contents. Pencil cases will remain in school.
Children should also bring a named water bottle with fresh water every day. The water dispensers and water fountains will not be in use. This will also be kept on their desk.

Reception and KS1 should bring a book bag. KS2 should bring a small drawstring type bag. No toys may be brought to school.

Nursery children should bring a named water bottle and any clothing/personal care items as suggested by the nursery team.

**Lunchtime**
Children can bring a packed lunch or order a hot lunch from the kitchen as usual. We will have our usual tasty menu on a three week rotation. The menu can be found on the school website.

Parents and Carers can check eligibility for Free School Meals through the [LGfL FSM Eligibility Checker](https://www.lgfl.fsmeligibilitycheck.org.uk/). You will need to provide your name, date of birth and National Insurance Number or Asylum Seeker Reference to check. Children with a packed lunch will eat their lunch in the classroom, to allow for more space in the dining hall.

**How daily school life will be different**
Children will not be expected to socially distance from other children in their own class. They will be seated at a desk with another child and all the desks will be facing the front of the classroom. They will be expected to keep their distance from the adults in school (and all adults will be socially distancing from each other as well). They will need to stay at their desks as much as possible. At playtime and lunchtime they will be directed to play in a certain ‘zone’ with the rest of their class, and not mix with other classes. There will be more frequent handwashing and use of hand sanitiser; you can send in some hand cream for your child to keep in school if they suffer from dry skin. The school won’t meet together as a group – assemblies will be in each class. We are making plans for our usual autumn term events – some will happen virtually and some will have to be cancelled.

**Helping to keep our school community safe**
If your child has symptoms of Covid 19 you must keep them at home and not send them to school. The government advice is:

*Symptoms*
*The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:*

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

*For most people, coronavirus (COVID-19) will be a mild illness. However, if you have any of the symptoms above you must stay at home and arrange to have a test to see if you have COVID-19 – go to testing to arrange.*


Thank you very much for your support in these matters. I hope you have a restful and safe summer holiday and I look forward to welcoming all our pupils back on Thursday 3rd September.

Yours sincerely,

*N Hawkes*

Mrs Hawkes
Head of School