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Head of School Mrs S Sullivan

Tuesday 26 May 2020

Dear Parents and Carers,

Returning to School – Letter 3

Thank you for your response regarding your school return. Confirmation of these plans is expected from the Government on Thursday. If guidance changes, we will endeavour to let you know as soon as we can.

Likewise, please let us know if you change your mind, we need plenty of notice so that we can make appropriate risk assessments and provisions for your child. This is because of the intricacies involved in strategic planning for school opening up to more children while maintaining a safe provision.

We have been pleased with the uptake in the offer of places for children from across the school – however due to the demand we are **ONLY** able to continue to offer places to those children of key workers, who have EHCP/Social Workers and/or are vulnerable.

Return dates for each identified group

If we receive no further updates or guidance, we will be following these dates:

Monday 1st June – **Open to staff only** ('Critical Worker' groups continue as normal)

From Tuesday 02 June – Extended Key Worker children – **Year R and 1 ONLY**
(all documents and ID provided to school in advance)

Monday 08 June – Extended Key Worker children – **Year 2, 3 and 4 ONLY**
(all documents and ID provided to school in advance)

Wednesday 10 June – Extended Key Worker children – **Year 5 and 6 ONLY**
(all documents and ID provided to school in advance)

We are truly sorry for any inconvenience that this will cause, however, due to the risk assessments in place and to ensure the safest environment for all concerned, this is all the provision we can offer.

Since the government announcement, we have been working hard to ensure that measures are in place to allow the safest possible return to school for all children, within the confines of the school environment and taking into account the ages of the children.

The following measures will be taken:

Physical distancing – Drop-off and collection times

Children will be put into small groups with a maximum of 10 per 'bubble'. Where a room does not allow for safe physical distancing with this number, the group size will be reduced.

The groups of children will be allocated members of staff that they will be working with consistently across the week.

The 'bubbles' of children will not be allowed to mix at any part of the day. This means that lunch times and break times will be staggered.

When you arrive with your child, there must only be one adult and no other individuals who are not attending the school that day. Drop-off and pick-up times will be staggered to ensure that large groups do not congregate.

Where to enter the school site:

Year R+1 children – to enter via the green gate by the Old School Building

Year 2, 3+4 children – to enter via the school office

Year 5+6 children – to enter via the 'field gate'

When to enter the school site:

You must be prompt to ensure the smallest amounts of people are arriving at the same time.

Drop-off Times:

Year R – 9:00 am

Year 1 – 8:45 am

Year 2 – 8:30 am

Year 3 – 8:30 am

Year 4 – 8:30 am

Year 5 – 8:30 am

Year 6 – 9:00 am

Collection Times:

Year R – 3:00 pm

Year 1 – 3:15 pm

Year 2 – 3:00 pm

Year 3 – 3:00 pm

Year 4 – 3:00 pm

Year 5 – 3:00 pm

Year 6 – 3:15 pm

Physical Changes to the Site:

You will see distancing tape and boundary markers which will indicate where you will need to wait with your child. A member of staff will indicate when you need to enter the 'checking area'.

Your child's temperature will be taken and hands cleaned with antibac. They will then be seen into the school building by a member of staff.

Please leave the school site promptly and do not stop to talk to other parents as this will prevent the safe drop-off and collection of other pupils and will make physical distancing on and around the school site very difficult.

If you wish to speak to a member of staff, please telephone the school. No parents will be permitted to enter the school grounds or buildings. We will be available to speak to you via telephone or email.

Uniform

Children are expected to wear their usual school uniform every day. The government guidelines stipulate that children should maintain the highest levels of hygiene. Please ensure that the children remove their school uniform immediately upon arrival at home and that they are kept clean.

PE kits may be worn as an alternative if washing uniforms is needed during the week or your 'bubble' is doing PE.

We would like children to wear trainers that they are able to do up independently so that they do not need to change when doing physical activities.

Behaviour Expectations

The behaviour as set out in our school policy (available on our school website) is still expected at all times. We have amended the policy to include an appendix that covers alterations in light of the current COVID-19 situation.

Please see below.

Learning

As we move into this next phase of school life, supporting the children's learning will continue to be a focus for the staff. There will be changes to how we do/did things as we move forward.

As the numbers of children in school increases, the staff's capacity to support online learning will decrease. We will continue to provide online support and resources, but it may reduce as we adapt to new ways of working.

In school the learning the children will be involved in will mirror in many cases that which is available online, with teacher support. We will endeavour to get the children outside for their learning as much as is possible.

Appendix 1: COVID-19

We expect children to follow the normal procedures of exemplary behaviour at all times.

The behaviour as set out in the main body of the policy is still expected at all times.

Based on current guidelines from the Government, this appendix covers behavioural expectations during COVID-19.

Parents/Carers will need to be contactable at all times and agree to collect their child immediately when requested.

Not following any of the expectations below ***will result in immediate withdrawal of the pupil and parents will be called to collect:***

- The ability to follow instructions the first time they are given which is a matter of safety for all
- Deliberate or malicious intent to endanger anyone, including staff.
- Absconding, or attempt to abscond, while being removed to or kept at a place of isolation
- Failing to maintain good hygiene in school: following modelled handwashing expectations (as set out by Public Health England), handling equipment that is not part of their pack without explicit instruction from an adult and not covering their mouth or nose when coughing or sneezing followed by washing their hands.

Lunch time

It is imperative that children bring in their own water bottle (labelled) for their own personal use. The water bottles will then need to stay in school whilst these measures are in place. We will wash them regularly.

If you have indicated your child will be having a hot school meal, these will be served in the hall and children will be physically distanced.

If children are bringing their own packed lunch, we ask that this is brought in a plastic or paper bag that can be thrown away at the end of lunchtime.

Lunch time will be staggered so that **no 'bubbles'** will be in contact with each other.

Classrooms

Every classroom has been organised to try to ensure children are kept physically distanced and learning activities will be carefully planned to allow for this. The classrooms have a maximum of 10 tables for children to ensure distancing can happen.

We will endeavour to match the adults to the children, so that there is some familiarity, we cannot guarantee this will always happen but we will do our very best.

Members of staff will physically distance from each other at all times of the school day. Children will have their own pack of stationery kept in a zipped plastic wallet.

Shared resources and classroom equipment will be thoroughly cleaned throughout the day. Each classroom has its own cleaning equipment.

School resources such as reading books will not be sent home with children. Reading using school books will take place during the school day. Online reading can be accessed from home – please contact your child's teacher for support with this.

General guidance

Children will apply hand sanitiser when entering school and throughout the day (we will provide this). If your child has an allergy to this, please inform the office by phone or email. Strict hygiene measures will be adhered to throughout the day, including regular hand washing.

They will all have their own, new stationery pack and there will still be the opportunity to learn lots, have fun and see other children.

Please do not send your child in with a bag, pencil case or any equipment.

Unfortunately, due to guidance and the restrictions in place, around schools widen their doors, we are **NOT** able to offer Breakfast Club or After School Club until further notice.

In order to protect our staff and your families, it is essential that any families who are sending their children into school, adhere to strict physical distancing outside of school, and follow all of the current guidance related to this. We reserve the right to withdraw the child's place if we feel that this guidance is not being followed.

To allow children to become familiar with the new routines and spaces they will be using, we are completing a phased return, starting with the children of keyworkers – youngest first.

All of the above measures are being taken to ensure the safest possible environment for your child. We will always work very hard to continue to provide a happy, comforting and secure environment so that no child becomes anxious and they continue to enjoy their time in school.

As always, your child's emotional well-being is of the utmost importance to us. We would really appreciate it if you were able to explain to your children that school will run differently and look different to how it did in March!

We will also talk to and reassure the children at school.

Thank you for your cooperation and support at this time.

As we have said before, please take care, look after yourselves and stay safe.

If you have any queries please contact the Chair of Governors via the Clerk at:

clerk@kingsnorth.kent.sch.uk

or Tel: **01233 622673**

With our kindest regards,
The Leadership Team and Governors