17th July 2020 ( **updated 2nd September- please note the changes in red** )

Dear Parents and Carers,

**All Covid protocols (hand-washing/respiratory hygiene etc) are all still in place from the wider opening in June.**

**The children will be in class groups and a full curriculum will be offered although Catch up and Learning Recovery will be a clear focus for us all.**

**STAGGERED START and FINISH times.**

|  |  |  |
| --- | --- | --- |
| **Year Group** | **Start Time** | **Finish time** |
| Y5 and Y6 | 8.45am | 3.10pm |
| Y4 and Y3 | 8.50am | 3.05pm |
| Y2 and Y1 | 8.55am | 3.00pm |
| N and R | 8.55-9.00am | 2.55pm |

Families with more than one child should arrive with **all** of their children at the **earliest start time** for the family and then pick up at the **earliest** pick up time for the family.

For example:

If you have children in N, Y1 and Y6 – all the family will come to school at **8.45am** and be picked up at **2.55pm. Please drop your child/children that are in Y1-Y6 first at Rackhouse Road then go round to Lawton Moor Road and bring your Nursery or Reception child in after that.**

**Morning Arrangements.**

**Y1-Y6** ***children*** will enter the school via Rackhouse Road at their allotted times. They will be expected to be **dropped off at the gate** and to walk in **independently to their classroom.** This is a change but we are trying to limit the adults on site in the morning therefore they must come in on their own. Please could you explain this change to your child. *This has worked well since June with the children that have returned.*

Nursery and Reception **(with 1 adult**) enter the site via the **Lawton Moor Road entrance** and leave via the **Lawton Moor Road** entrance. I am aware that this is **not** a one way system at this time and we will have to really observe social distancing down the path past my office. After risk assessing this is the safest way rather than walking against a stream of children entering from Rackhouse Road at the same time. **This will not be a vehicle entrance at this time.**

**ENTRANCE POINTS**

Nursery into the back of Nursery under the canopy

Reception dropped off at the outside wooden classroom **(dropped off by adult at the entrance)**

Y1 children will walk straight into the classroom

Y2 from the main playground into the cloakroom for Y2

Y3 the Y3 entrance into the cloakroom

Y4 Hall doors

Y5/Y6 via the doors near Y5/Y6

**All entrances will be monitored by staff positioned on the yard at this time.**

**Afternoon Arrangements**

**Only one adult** will **collect per family**. All adults to enter via the **Rackhouse Road entrance**, collect their child/children (**youngest first as they have the earliest end time**) and leave via **Lawton Moor Road on our one way system** (via the green gate near Y6 and out down the path). **This will not be a vehicle entrance at this time.**

Pick up will be as follows:

Nursery Nursery door under the canopy

Reception at the outside wooden classroom

Y1 from outside the classroom

Y2 cloakroom door onto main playground

Y3 main playground

Y4 main playground

Y5 and Y6 in front of the dining room

**ZONES to stand and wait will be demarcated by cones (although there should be little waiting time required)**

**Please leave the premises as quickly and safely as you can via Lawton Moor Road with your child/children.**

This is not the way that we normally do things and there will not be the opportunity to talk to the staff at these times of day. Be assured that whatever information you ring or email or dojo into school will be responded to and you will receive a phone call if required. **This has to be our new way of working for now even those it is certainly not our preferred way of working.**

**Lunch time and Break times will be staggered and the children will not be playing with anyone outside their class group. The playground will be zoned.**

**Testing Procedures**

If anyone in your household/bubble or your child shows symptoms then we would expect people to go for a test. I would require the date, time and venue of the test and also the result when it is received. From September, and in line with Government Guidance currently, the **whole class** will only be sent home if there is a positive result in that class and this is the advice at the time from Public Health. It is therefore essential, for all of our safety ,that we get test results quickly and then we can move to the next stage if required. **We will have to work swiftly and as a team for all of this to work**. **I** **know I can count on your support.** This is still an unknown for most of us but I am hoping that it will all become a much simpler process in the coming weeks. I will keep you updated.

We will follow the PHE guidance at the time for isolation and I will keep you updated

Online Learning will be worked on and our offer for this will be explained in September. We are aware that there may be periods where your child is at home if we have positive tests in the school so we need to ensure that this is in place.

**I have been asked by the Local Authority to encourage walking to school where possible and to avoid gatherings outside school at the beginning and end of the day.**

Here is a link regarding travel and keeping safe on public transport.

<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

As you know Attendance procedures and practice will resume in September also.

**Staff will be wearing masks in school when they are not in their own classroom. There is no requirement for children to wear masks. The children do not need to bring in their own sanitiser as we have plenty in school.**

**Book bags can be purchased or we can provide a zip wallet if you prefer. If you want to purchase a book bag then you can send an envelope in with £3.50 with your child.**

**I look forward to welcoming you back tomorrow!**

With prayers,

Sarah Yates

Head Teacher