



20<sup>th</sup> May 2020

Dear Parents and Carers

As you will have heard, schools have been asked by the Government to prepare for reopening in June. Schools are awaiting confirmation that this will be going ahead.

Meanwhile, schools are preparing for this to make sure that children and staff are as safe as possible. Schools have been asked to prepare to make places available for Nursery, Reception, Year 1 and Year 6 pupils, as well as vulnerable children and the children of key workers.

We contacted you last week to ask you to indicate whether or not you would be intending to send your child back to school in June. We know it is difficult to plan for this without further information – a **huge thank you to all the families who responded**; this information will help our planning and decision making while we continue to await more information from the government.

Schools have been assured by the Government that parents who do not send their children to school during this period will not be prosecuted or penalised.

As part of the planning, if schools do go ahead and open in June, we are intending to have 2 training days on 1<sup>st</sup> and 2<sup>nd</sup> June before we open for pupils – which will potentially start with induction days on the 3<sup>rd</sup>, 4<sup>th</sup> and 5<sup>th</sup> of June. This is to allow a year group at a time to settle into school. We will continue to offer 'emergency' provision for the children of Key Workers who are currently attending.

You will also know that schools have already received a lot of guidance on what measures they may consider putting in place when they open to more year groups. We have been working hard to make sure that when we do eventually reopen we are keeping the children and staff as safe as possible, taking into account the information and guidance available to us.

Unfortunately, the final confirmation of re-opening might be as late as the 29<sup>th</sup> May to allow the Government to assess the situation at that time – the timing of this is beyond our control. In the meantime, we will update you when we can and will continue to use our time to prepare.

When we do reopen, we will be changing **arrangements for parents** including how we manage pick up and drop off times. These arrangements are likely to change and we will keep you updated and send you more detailed information nearer the time.

- Morning drop-off and pick up times for Reception / Year 1 / Year 6 pupils will be **staggered** – some groups later / earlier than others. This is to allow distancing between parents to help keep everyone safe in line with Government guidelines. We will send you details of the timings at a later date.
- We will be asking that only **ONE** parent from each family drops off or picks up. This is to minimise contact between adults. Please do not bring younger siblings during drop off and pick up times if possible.
- We will be asking parents dropping off and picking up to **queue up and keep their distance** (as shops and supermarkets are doing). This is to minimise contact between adults. Our site team are currently marking out spaces for queuing to help with this. Your cooperation and understanding at this time is greatly appreciated.

- We will be asking parents **NOT to come onto the school site** at all outside of drop off/pick up times. We know this is going to be difficult, again this is to keep everyone as safe as possible and will limit the contact between adults. The exception is when a parent may be contacted to pick up their child from Welfare. During this time, you will be able to contact us at school via the office by phone or email; ***please make sure that your contact details are up to date!***

We are also planning some changes to the **arrangements for children** in line with the advice and information we have. These arrangements are likely to change and we will keep you updated and send you more detailed information nearer the time.

- We will be **limiting the size** of teaching groups
- We will be ensuring that these groups do not have contact with other groups – they will be learning, eating and playing together within their group
- We will be **providing support** and care for returning pupils, with an amended curriculum which is designed to help them settle back into school life; the teachers are already making great progress with this
- We will be continuing to make sure the attending children to wash their hands frequently and thoroughly
- For those children who will **not** be attending, either because they are not in one of the priority groups or because their parents have indicated that they do not wish them to attend, remote learning provided by our teachers will continue
- We will ask parents to provide their child with a named water bottle which can be taken home and washed daily
- We will ask for parents to make sure pupils do not bring in items from home such as pencil cases and bags, we will also not send home any items such as home learning books or reading books - so pupils will not need bags
- If during this time, parents wish to begin sending their child to school, and their child is in one of the eligible groups, we will be asking for at least a couple of days' notice – this is to allow us to organise groupings and equipment etc. The more notice you can give us, the better!

We will update you with more detailed information as the picture becomes clearer – thanks again to parents who responded to the survey, and thanks also to all those parents who have been in touch with support and positive feedback during this time! We haven't been able to reply to all of you, but your support and goodwill has really meant a lot!

Yours sincerely



**Lucy Caswell**  
**Executive Headteacher**