

Mrs A Hill
Executive Head Teacher

10th July 2020

Dear Parents and Carers

In light of recent Government announcements and guidance issued, I am pleased to say that we intend to be able to welcome all children back to the academy in the autumn term. This means that children in all year groups will be able to attend.

We continue to have measures in place in response to Covid-19, which means that the school day, routines and some experiences for children will be different to ensure the safety of all our children and staff. Hygiene routines will be followed, children will be asked to wash their hands when entering and leaving their learning spaces and at regular intervals throughout the day. All areas in school will be kept well ventilated with doors and windows open. Children will be kept in teaching 'bubbles' throughout the day and as far as possible will not mix with children from other groups. This will mean that they must line up on the playground in a designated area, have separate play times and lunchtimes and there will not be any whole school activities e.g assemblies.

We are asking that parents of Year 1 to Year 6 pupils do not enter the academy site when dropping off and collecting children and as such we will be using the visitor gate and children's entrance gate as drop off/pick up points. Each group will have a designated gate for this purpose. Staff will be on duty to facilitate this and make sure your child is brought into and from the academy safely.

For reception and nursery starters, we will offer the opportunity for one parent to bring their child into/collect from the Early Years entrance. This will give parents the opportunity to walk with their child to the classroom entrance but unfortunately at this time, we are unable to have parents into the classroom. **Confirmation of start dates for nursery children will be sent in a separate letter.**

If there are any messages that need communicating to the teaching team, please either see Mrs Hood who will be on duty each day or telephone the office as there will not be the opportunity for you to talk face to face with staff at the start and end of the day. Dinner money envelopes can be sent with your child and these will be collected by the teaching team to be sent to the office. There is a drop box outside the main entrance, so if you do need to hand anything into the office during the school day, please use this facility.

We will be re-opening the academy kitchen; therefore, hot meals will be available. School meals will be served in takeaway containers with disposable cutlery and classes will be on a rota so that they access the dining hall separately. For break and lunchtimes, children will have access to the outdoor space, again remaining in their 'bubble' groups and not mixing with others.

PE can only take place outdoors, therefore please send your child with an outdoor PE kit, jogging bottoms/leggings, t-shirt, sweatshirt and trainers in a drawstring bag that can hang on their coat peg.

We will be sending reading books home and ask that you support your child as much as possible with home reading, therefore book bags should be brought daily.

Face coverings are not to be worn by children during the school day, if you wish your child to wear a facemask to walk to school, they will be asked to remove it and dispose of or store it safely on entering the academy.



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If your child becomes unwell during the day, we must be able to contact you or a family member on the contact list for immediate collection. Please ensure we have up to date telephone numbers and that the main contact is available to answer a telephone call to action this. If your child displays symptoms of Covid-19 they will be taken to a quarantine space outside of the academy building for the safety of all around them.

Unfortunately, due to the requirement to keep children in separate 'bubbles' we will not be able to offer a whole school breakfast club or any after school clubs in the first instance. We will keep this under review and respond if Public Health England guidance changes. In order to support parents as far as possible, we have put in an earlier start time for the majority of children, however we are unable to have children on site before the times set out below.

Please see the information below for the organisational arrangements for each group. We look forward to welcoming all children back on **Wednesday 2nd September**. If there any questions, please either telephone the academy office or email to the address below.

Yours sincerely
Mrs A Hill
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Year Group	Teacher	Drop off	Collection
Nursery	Mrs Wardle	8:50 entry through visitor gate and walk to Early Years entrance door	15 hours place 11:50 entry through visitor gate and walk to Early Years entrance door to collect child 30 hours place 2:50 collect from playground, entry through visitor gate and exit through children's gate
Reception	Mrs Wardle	8:50 entry through visitor gate and walk to Early Years entrance door	2:50 collect from playground, entry through visitor gate and exit through children's gate
Year 1 & 2	Mrs Barron	8:40 Children's gate	3:00 Children's gate
Year 3 & 4	Mrs Gainford	8:40 Visitor gate	3:00 Visitor gate
Year 5 & 6	Mrs Stephenson	8:40 Visitor gate	3:00 Visitor gate

