

22<sup>nd</sup> May 2020

Dear Parents/Carers,

I hope you are all keeping well, are staying safe and making the most of the current situation. You will have heard the government's plans to begin to phase the opening of schools to children in Nursery, Reception and Year 1 from the start of June and I wanted to write to you in length to give you some further information regarding this.

### Home learning

If your child is in Year 2 and will therefore not be attending school from the start of June, we will continue to ensure that he/she receives home learning following the same format that we have used over the past few weeks and through our school website. Home learning will also continue to be provided to children in Reception and Year 1 if parents decide to not send children back to school at this time. We will continue to communicate with you and your child(ren) to see how we can support you further as a family at this time.

### School reopening

Following Government guidance, the school is still open only for vulnerable pupils and the children of critical workers. Although we know some employers will be encouraging you to return to work, we are not currently in a position to extend places to other children until we receive further Government guidance.

If your child is in one of the year groups mentioned above, and will therefore potentially be attending school from 1st June, we would like to reassure you that the health and safety of all our pupils and staff is our utmost priority and will take all appropriate measures whilst your children are in school. We would also ask that you follow the advice below:

- Those children classed as clinically extremely vulnerable (as defined here), should continue to learn or work from home
- Parents of those children who are clinically vulnerable (as defined here) should follow medical advice
- Children who live with someone who is clinically extremely vulnerable should only attend if stringent social distancing can be adhered to and if they're able to understand and follow those instructions
- Children who live with someone who is clinically vulnerable (but not clinically extremely vulnerable) can attend school
- Anyone experiencing symptoms of coronavirus, or living with anyone experiencing symptoms, shouldn't attend
- Adhere to Government guidance on hand washing  
<https://www.gov.uk/government/news/publicinformation-campaign-focuses-on-handwashing>
- Children, young people, parents, carers or any visitors, such as suppliers, must not enter the school if they are displaying any symptoms of coronavirus (following the COVID-19: guidance for households with possible coronavirus infection)
- Please ensure you are aware of recommendations on transport to and from education or childcare setting (including avoiding peak times). Read the Coronavirus (COVID-19): safer travel guidance for passengers
- Please follow the standard national advice on the kind of symptoms to look out for that might be due to coronavirus, and where to get further advice. If anyone in the household develops a

fever or a new continuous cough they are advised to follow the COVID-19: guidance for households with possible coronavirus infection guidance (which states that the ill person should remain in isolation for 7 days and the rest of the household in isolation for 14 days).

Our school is going to feel very different. However, we will continue to show children our care and prioritise 'safe and healthy' our first value (which includes mental health) in many ways, which does not involve close contact. Below are my intentions of how our school will operate from the 1st June, forgive me for how this list may sound.

### **General operation:**

-Children will be with the same small group of pupils for the whole day. The size of the group will be approximately 15 children. The government is referring to these groups as 'bubbles'. Bubbles of children will not be allowed to mix in case anyone gets ill so that the virus can be tracked and traced and those people who have been in the affected 'bubble' can isolate and be tested

- Children will be allocated a bubble only if a place has been requested and all bubbles will remain the same until we break up for the summer.
- Each bubble will have a key staff member and a room where toys, books, soft furnishings and additional furniture have been removed.
- Children will be with a consistent adult or Bubble Leader in a group of no more than 15, although not necessarily with the same groups of children, staff or room they were with before lock down. I cannot make final preparations for creating these bubbles until we have final confirmation of numbers. Equally, some staff are not currently available to work on site. Bubble size will vary depending on the Bubble Room.
- Bubble groups will be shared with you to help your child's smooth return; We will focussing on friendship groupings as far as possible so that we can promote PSED and PSHE.
- The school day will be shortened to facilitate safe arrival and departure. These timings cannot be decided until we know how many children we will have..
- School will be closed on Wednesday afternoon after lunch for teacher PPA and deep cleaning except for Key Worker Bubbles.
- The corridors will be marked out with arrows to show which way the children should be walking along with 2m distancing markers. All children will be expected to be guided by these markers.
- Children will not be allowed to move freely around the school.
- Children can come to school in uniform if possible but that all clothes worn to school are washed or changed each day.
- Children will only be able to bring in their own coat and a sun hat to school – no book bags, drink bottles or lunch boxes.

### **Illness/Absence**

- Tell us immediately if you or another member of your household shows symptoms of Covid19. You will need to follow government guidelines regarding isolation.
- If your child is ill, please notify the office as usual by 9am. You should call the office on each day of absence.
- If your child displays symptoms at school you will be contacted immediately and asked to collect them. In the interim the child will be placed in isolation. Please ensure your ensure your contact details are up to date.

- If your child requires medication prescribed by a doctor, please let the office know, in advance, by emailing for instructions on how to deliver it to school. Please DO NOT hand it to staff OR give it to your children to deliver.
- Ideally, arrange medication times around school hours if you can.
- Medications will remain at school with your child.

#### **Drop off and pick up:**

- The entrance will be marked out with a direction of travel/2m intervals. There will be a safe queuing system in operation, to allow children to be dropped off in the allocated 10 minute window.
- Children will arrive each morning and be picked up at the end of the day at specified times. This is to minimise the numbers of people on the site at any one time. Timings cannot be determined until we are aware of pupil numbers and bubble numbers.
- Children may only be accompanied by one adult for drop off/pick up at the allocated time to maintain social distancing and the Government recommends walking/cycling where possible. You should only bring siblings if you absolutely have no alternative option. If you do need to bring siblings they will need to be by your side and adhering to the social distancing measures we have put in place.
- You must be punctual for your slot and if you miss your slot you will have to wait after all bubbles have been admitted as bubbles must not mix.
- Sadly if a child is reluctant to leave your side we will only be able to verbally coax them in and if this is not possible they may need to either wait until the end of each bubbles' arrivals or try again the following day.
- No adults will be permitted beyond the second green gate at the handover point.
- When you have dropped your child off at the drop off point you must immediately follow the markings to leave the school site. Please do not gather around the gates for any reason.
- The children will be shown by staff which marker to stand on until the whole bubble has arrived before going into school.

#### **At the end of the day:**

- Parents will need to stand on the 2m distancing signs and wait for your child at your allotted time. Children will be sent to you one at a time.
- Each bubble will be allocated a dismissal slot. If you miss this slot the child will wait until all bubbles have been dismissed.
- Parents are not allowed to enter the school building or have the daily contact or conversations they need or are used to having with staff. Contact will continue to be electronic via email or telephone. During the drop off & pick up window the school office will remain closed. Please email or ring the office where needs be.
- This will continue to be our procedure for arriving and leaving school regardless of weather conditions.

#### **Break times and lunch times:**

- Time outside will be structured to maintain social distancing.
- Times outside will be timetabled so that groups of children do not mix with any other groups.
- Children will have an allocated play space/zone at playtime and lunchtime, which will only be with the children that are in their group. They must remain in this space during any outside play and adhere to the social distancing guidelines.
- Outside play equipment like the climbing frame will not be able to be

used as it is recommended these are cleaned afterwards and we haven't the facility to clean these as often as is required at this stage.

- The children will eat their lunch in their Bubble rooms. This will be provided by the catering team. Please do not bring any lunch items in from home.
- Children will be provided with a morning snack in school.

#### **In the classroom:**

- The children will remain in their allotted bubble room for the duration of the day.
- They will not be allowed to mix with children from other groups at all. The children will have set times for the toilet which will be cleaned by the cleaning staff after use to minimise children mixing and maintain hygiene
- Use of the toilet at other times will be supervised to ensure social distancing and good hygiene. However, children may need to wait if this is during another bubble's allocated time slot or if another child is using the facilities.
- The children will sit at allocated tables, spaced round the room, this includes the reception bubbles.
- Children will not need to bring any stationary items in from home. Children will have their own tray which will contain their own stationary and equipment needed for the day. These can then be wiped clean after use. These will be cleaned daily and left at school in their work space.
- Children will be expected to use the hand sanitiser on entry and exit and after every session.
- Pegs will not be used. All coats will be kept at the child's learning station.
- Nothing else should be brought into school (see below).
- The children will be provided with any other equipment/resources and they will be cleaned at the end of the day.
- The Class Teachers will set work for their year group and this will be delivered by the Bubble Leader. They will have some lessons that will involve a lot of independent learning as the Bubble Leader will not be able to sit next to them to give them targeted support. The Bubble Leader needs to keep social distancing when teaching.

#### **Cleaning:**

- Regular hand hygiene will take place throughout the school day and children will be reminded and taught about this. We asking families to support good personal hygiene at home.
- Bins will be emptied and surfaces will be cleaned throughout the day.
- Each bubble room will be cleaned by our cleaners before the start of the next session.
- Regular cleaning will be carried out throughout the school.

#### **Key Worker Parents:**

If you are a key worker and your child is in Year 1 or Reception and they are able to access the normal school day they will be placed in a year group bubble. If all key workers contact the school and state if your child can access normal school hours so they can be placed in a year group bubble or if not we can allocate a place in the key worker bubble. It is important you can contact us by 9am on Monday 25<sup>th</sup> May to confirm a place to [office@violetway.org](mailto:office@violetway.org). If your child is in Year 2 and still needs a key worker place please also email to confirm.

We would like to thank you for your continued support in helping your child learn at home. We really enjoy talking to you on the phone, hearing about what pupils are learning and seeing what pupils are doing through photos sent to staff by emails so please continue to do this. Until further notice, we will continue to review and respond to the Government guidance, with the support of the

Trust. Throughout all of this the health, safety and well-being considerations for all children, staff and parents is paramount. **If you have not already confirmed your child's attendance at school it is imperative that you do so by 9.00am 25<sup>th</sup> May 2020 so that we can confirm our bubble number. If we have not heard from you before this date we will assume that your child will not be taking up their place and will therefore not be included in the bubble numbers.**

We aim to be in touch with you next week with a further update with regards to the reopening from the start of June. With that in mind, please continue to stay in touch with us about home schooling or any other ways in which we can support you and your family. I want to thank you in advance for your support and understanding. These are exceptional times and we need to work together in order to navigate our way through them.

Kind Regards

Richard Burns  
Headteacher