

Friday 17th July 2020

Dear Parents/Carers,

Thank you for your patience whilst we made final arrangements for all children returning in September. This letter outlines plans for your child to join us at Violet Way on Thursday 3rd September. We are very excited and can't wait to see all the children that will be returning. As you can imagine it has been a logistical, strategic operation to put plans in place to open school so that all children can return. I wanted to write to you in length to give you some further information regarding this.

Following on from the Government's proposals to open schools up to all children, this letter outlines the key measures we are putting in to place to ensure the safety of your children and all adults at our school. These measures have been developed based on advice from the Government (Department for Education, Public Health England), from the Fierté Trust drawing on experience from school re-opening in other countries and through discussions with other professions. Our Risk Assessment for the school re-opening has been carefully considered and I have met with all staff before we broke up to outline this and answer any questions. Staff are therefore, fully informed and know the safety expectations that will be in place from 3rd September.

The whole staff team have been working very hard to prepare classrooms, playgrounds and all aspects of the school so that it is fully compliant with our Risk Assessment (available on our website). We hope that you find the video useful as a way of familiarising yourself with the new arrangements we have put into place. We will be updating this video over the Summer break to reflect the new arrangements that will be in place for September. In addition, we will be adding more to our website so that you can share these with your children before returning to school.

Covid-19 - Virus

All of the processes outlined below link to our Risk Assessment which will support in lowering the risk of transmission. However, in spite of all these measures we cannot 100% guarantee that infection from Coronavirus will be eliminated. We need everyone in school (staff, parents and children) to follow our new processes as they are imperative for all.

Processes and Procedures For the School Re-opening

For a safe return to school, the following expectations must be followed. Previous approaches are currently on hold and the information below clearly identifies the procedures that all members of our school family need to adhere to. This may seem regimented but due to changes in all aspects of life at the moment, every single person needs to follow the expectations below in order that the safety of the children, yourselves and staff is not jeopardised. We thank you in advance for your understanding and commitment to this.

Class Bubbles

Children will be in class bubbles with children from their own class and with their class teacher. Teaching Assistants will be assigned to a Year 1 and Year 2 class and in Reception they will be allocated to each class. So that we can get all children into school for a normal time, we have had to reduce the staggered time period and double up classes to make a bubble so that we can get all the children in to school. Please read the information below to find out your school start time and finish time for your child's class bubble. **You must ensure you bring your child to school and collect them at the set times below.**

	Class Teacher & TA	Start Time – all through main gate	Finishing Time – all through the main gate
Year R Bubble Foxes	Miss Cullumbine Mrs Gower	8.55am	2.50pm
Year R Bubble Squirrels	Miss Price Mrs Taylor	9.00am	2.55pm
Year R Bubble Badgers	Miss Wagg Mrs Paynter/ Mrs Motyl	9.05am	3.00pm
Year 1 Bubble Busy Bees	Miss Nicholls Mrs Robinson	8.50am	3.15pm
Year 1 Bubble Ladybirds	Mrs Glaser Mrs Allen	8.45am	3.10pm
Year 1 Bubble Dragonflies	Mrs Magill Mrs Heath	8.40am	3.05pm
Year 2 Bubble Kestrels	Mrs Williams/ Mrs Fairbrother Mrs Robinson	8.50am	3.15pm
Year 2 Bubble Owls	Mrs Springall Mrs Allen	8.45am	3.05pm
Year 2 Bubble Woodpeckers	Mr Malcolm Mrs Heath	8.40am	3.10pm

We are aware that some of these times clash with Edge Hill's times. Both ourselves and Edge Hill are fully aware of this and will work with families to accommodate their needs. Please contact myself or Dr Mander in the first instance so that we are aware and can put arrangements in place.



The Violet Way
Academy
and Nursery

Before Setting Off to School

Each morning, we ask that you check the health of your child and do not send your child to school if they have any of the following symptoms. Temperature checking **at home** (outlined below) should take place each morning.

The main symptoms of coronavirus are:

- **high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

Most people with coronavirus have at least one of these symptoms.

What Should my Child Wear?

Children should wear school uniform and it should be washed and changed as normal. Suncream needs to be applied at home.

Equipment/belongings from home

• School bags, pencil cases, water bottles/equipment **must not** be brought to school. (Each child will be bought a water bottle that they will keep in school. Each water bottle will be thoroughly cleaned and ensured that they are the only one that will use the water bottle.)

- Children **should not** bring any teddies, soft toys in to school either
- Children may only bring coat and hat into school.
- Toast will be available as usual however a healthy snack may be brought in as an alternative.

Travelling to and From School

- Social distancing measures must be followed when coming to school.
- You must arrive at your designated time (See information above) and must observe the clearly marked one way system in operation for your safety.
- Please arrive promptly at your allocated timeslot. Please do not arrive early as this will compromise the systems in place.

Arriving at School

- Arrival and collection times will be staggered to reduce large gatherings of people.

Please stick to these timings however rigid they appear; they are for safety purposes.

Please keep up to 2 metres away from other families.

- You must arrive at school at your allotted time as this is the time allocated for your child's bubble. As mentioned above, 2 class bubbles have been allocated the same time slot for drop off/pick up time as well as for playtimes and lunchtimes.
- (Please ensure that you are organised at home so that you can get to your gate on time. Children may need to get back in to more rigid bed time and morning routines in preparation for getting up and ready for school after such a long break)
- For children in Year 1 and 2 please follow the one way system up to the second green gate, drop your child off at this gate for them to walk around to their classroom and leave following the one way system.

★ ★
★ Reaching for the Stars



SOUTH TRENT
PARTNERSHIP



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- For children in Reception please follow the one way system to the second green gate and then line up and wait with your child for the class teacher to come and collect them.
- The procedures, timings and protocols must be adhered to; if you arrive late you may have to wait until it is safe go in.
- Only ONE adult to accompany/collect a child.
- If you have siblings in more than one year group (such as a Reception and a Year 1 child) they cannot come into school at the same time – please adhere to the timings for each Bubble.
- Parents will not be able to enter the school site at all; you will leave your child at the gate.
- If your child is anxious or upset, our staff will not be able to get close to you or pick your child up. We recommend that you take your child for a walk, calm them and then return when they are ready to enter independently. Staff will be offering incentives and rewards for coming in to school independently.
- Please leave the school gate independently and follow the one-way system. Do NOT gather in groups around the school gates.
- Parents/carers will NOT be allowed on the playground or through the gates at any time.
- All school gates will be kept locked throughout the day including the office/reception. It is crucial to ensure that your child arrives on time as the office won't be accessible.
- Communication with the office/staff will be via telephone (01283 248530), email (office@violetway.org) or website enquiry. Likewise, we will use these communication tools as well as parent mail to keep in touch with you.

Playtime and Lunchtime

- ALL children in Reception, Year 1 and Year 2 will receive their cooked Universal Free School Meal.
- The menu will be shared in advance of each week for you to talk through with your child and to select the meal they want for lunchtime.
- Break time, lunch time and toilet usage will be staggered for each bubble to maintain distancing protocols in school.

The Revised School Layout and Procedures

- School will look very different, but it must in order to ensure the safety of the children, the staff and the parents (see further information from video on website that will be updated over the summer).
- Your child has been placed in a class with up to 30 children but will be in a bubble of 60 children in Year 1 and 2. Your child will be taught by the class teacher who will be in charge of each class and will have a TA for additional support.
- Doors and windows will be open to provide good ventilation.

The risk assessment, processes and protocols document and frequently asked questions document provides further information about changes in school for you to refer to. (These are all available on the website)

Thank you for supporting us with the structures of this re-opening however harsh they may seem; for adhering to social distancing at all times; and for respecting the staff who will do their very best to make this as “normal” as possible within the strict guidance that we need to follow. Please remember that we are working incredibly hard to implement the protocols outlined above. Some elements will not be popular with everyone and there may be some initial teething problems particularly in relation to bubble drop of and collection timings. However, this isn't the time for complaint or criticism; staff have been working incredibly hard to ensure that the processes are rigorous and fully in-place for your child. Your support and understanding is greatly welcomed so that our Violet Way Family can safely be back together again. I trust you will all have a relaxing Summer break and we are very much looking forward to seeing you all on Thursday 3rd September.

If you have any questions, please don't hesitate to get in touch with us.

Kind regards

Richard Burns
Headteacher