

22<sup>nd</sup> May, 2020

Dear Parents,

The first half of the summer term has drawn to a close and I am sure you are all anticipating information about what the return to school is going to look like after half term. As I am sure you will understand, this has taken a considerable amount of organisation, but I would like to reassure you that we have followed all the guidance given to us and taken all the appropriate steps to minimise risks to staff and our children.

Most of this newsletter provides you with an outline of our organisation of the school week for those at school and those who will still be in receipt of home learning.

We have been told that the government will announce on May 29<sup>th</sup>, if they feel schools can open from the 1<sup>st</sup> June.

If this is the case, school will be CLOSED to all pupils on Monday 1<sup>st</sup> June. School reopens to children in Reception, Year 1 and Year 6 on Tuesday 2<sup>nd</sup> June. Provision will also be made for key worker children (in years 2 – 5) and others in identified groups. Bookings for these children need to be made on Gateway in the usual way by 27<sup>th</sup> May.

Upon return to school, we are implementing staggered entry and collection times, alongside staggered break and lunchtimes (please see your child's timings for the day below). Regular hand cleaning, hygiene and cleaning measures will be enforced. To aid with this, any unnecessary items have been removed from the classrooms, along with soft furnishings and toys. The timetable and curriculum will differ as we try to facilitate as much outdoor learning as possible.

If your child needs to be accompanied to the school, only one parent should attend. It is very important that parents do not gather on the playground, at any gates or doors, or enter the school (unless you have a pre-arranged appointment)

We are asked to encourage parents and children to walk or cycle to school wherever possible. If you do have to travel by car or public transport, please refer to this guidance: <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>

### **Drop-off and collection arrangements for parents/carers:**

**We will be operating a one-way system through the school grounds during drop-off and collection times, and this will be clearly signed. Entrance to the school will be via the Avon Close gate, and the exit will be via our Thames Drive gate.** This will help to limit face-to-face contact for our children and their family members, as social distancing will be difficult when using the paths, especially when younger siblings may be in pushchairs. We appreciate that this may require some families to walk a little further (along Severn Drive, or when using the cut-throughs), but this will prevent large numbers of people trying to pass both ways at these potentially busy times of the day, and minimise face-to-face contact.

The children in Foundation Stage, Year 1 and Year 6 have already been split into their groups (bubbles) by their class teachers, and will remain in these groups until further notice. Each group of children will only have contact with a limited number of children and adults while in school, and only be able to access specified areas. We are also limiting the contact that teaching and support staff have with each other, and they are also subject to the group bubbles.

### **Morning drop-off and collection arrangements:**

Each group of children needs to be dropped off in the morning at an allocated time, to their specified classroom entrance, to enable as much social distancing as possible for children, parents/carers and school staff. They will also need to be collected from the same place, at the time given. **There will a boxed area (marked on the floor) outside the entrance to each classroom – please do not enter this area.** This is for the safety of the staff on site, and to ensure we comply with social distancing guidance.

We anticipate limited waiting times, but when you are on the playground, we kindly ask that you maintain a distance of 2 metres away from each other.

Please refer to the timetable below as it will show you the expected time of drop-off/collection, and the classroom they will be using. The school will be closing at lunch time on a Friday for FS, Y1 and Y6 children, so there will a different collection time on that day. These are clearly shown in the year group tables below.

### **Foundation Stage children (Reception):**

**Ruby class (group A)** - children to be taken to Ruby class door in the morning. They will be released one at a time at the end of the day. Please stand on Aston playground if you are waiting.

**Pearl class (group A)** - children to be taken to Pearl class door in the morning. Please be aware of other families, and do not stand on paths. You are able to stand under the canopied area or on the grass by the hedge if you are waiting. The children will be released one at a time at the end of the day.

<b>Foundation Stage children:</b>	<b>Ruby A</b>	<b>Ruby B</b>		<b>Pearl A</b>	<b>Pearl B</b>
Classroom being used:	Ruby	Quartz (Y1)		Pearl	Amber (Y1)
Teacher:	Miss Morley			Mrs Mistry / Mrs Baillie	
Drop-off time:	8.30am			8.45am	
Collection time:	2.30pm			2.45pm	
Friday collection time:	12.00pm			12.15pm	
Drop-off /collection:	Ruby classroom -outside door	Quartz classroom - outside door		Pearl classroom - outside door	Amber classroom - outside door

### **Year 1 children:**

**Amber group A:** Please wait on the paved area outside the corridor entrance to Malachite classroom (if this is safe to do so, and you can socially distance from other families) or the grass area between school buildings, while waiting for your child to be given access by the teacher, or released at the end of the day. **Please do not stand on the path, or block access for other families.**

**Amber group B:** Please wait on the paved area outside the library (if this is safe to do so, and you can socially distance from other families) or the grass area by the Roman Garden, while waiting for your child to be given access by the teacher, or released at the end of the day. **Please do not stand on the path, or block access for other families.**

<b>Year 1 children:</b>	<b>Amber A</b>	<b>Amber B</b>		<b>Quartz A</b>	<b>Quartz B</b>
Classroom being used:	Diamond (Y2)	Malachite (Y2)		Jet (Y3)	Topaz (Y3)
Teacher:	Mrs Battle	Miss Harris / Mrs McLean-Hall (alternate weeks)		Mrs Berry / Mrs Valentine	Mrs Djan / Miss Coomber (alternate weeks)
Drop-off time:	8.30am	8.45am		8.30am	8.45am
Collection time:	2.30pm	2.45pm		2.30pm	2.45pm
Friday collection time:	12.00pm	12.15pm		12.00pm	12.15pm
Drop-off / collection:	Malachite classroom - outside door by River Meadow play area.	Diamond classroom –outside door into Aston Hall.		Jet classroom – outside door in Y3 courtyard.	Topaz classroom - outside door onto Martin playground.

## Year 6 children:

Children arriving at the 'allocated time' will be expected to come straight into school, while adhering to social distancing measures, using the specified door. Where possible, please do not accompany your Y6 children onto the school premises.

While waiting for classroom doors to be opened, **please do not stand on any path, or block access for other families.**

Year 6 children:	Amethyst A	Amethyst B	Sapphire A	Sapphire B
Classroom being used:	Amethyst (Y6)	Sapphire (Y6)	Moonstone (Y5)	Emerald (Y5)
Teacher:	Miss Whitten	Mr Matthews or Mrs Quinn / Mrs King (alternate weeks)	Miss Fox	Miss Hall / Mrs McBrearty
Drop-off time:	8.50am	9.00am	8.50am	9.00am
Collection time:	2.50pm	2.50pm	3.00pm	3.00pm
Friday collection time:	12.20pm	12.30pm	12.20pm	12.30pm
Drop-off / collection gate:	Amethyst classroom – outside door by Quiet Garden.	Sapphire classroom – outside door by field.	Moonstone classroom – outside door in canopied area.	Emerald classroom – outside door by field.

## Key-worker children:

Drop-off and collection will be via the school's main reception entrance at 8.30am. Collection will be from the same place at 3.00pm. The children will be met and taken to the Year 4 classrooms (Peridot and Turquoise). This will be their base during the day.

The children will be brought out to you at the end of the session. **Please remember to socially distance from other families while waiting, and use the markings provided.**

## Home Learning

We will continue to provide home learning for children in Years 2 - 5 who will not be returning to school. Children in other years groups who are choosing not to return will also have access to home learning but this will be in a different format. More information about this will be provided on the 1st June.

## General information

We do expect children to wear school uniform - however, children can wear trainers to school. This is because we will be maximising time spent outdoors. If your child has outgrown their uniform, please do not buy any more - just send your child in wearing something similar and appropriate. This includes key worker children.

On the day/days that your child has PE they will be able to wear their school PE kit into school. This is because we will not have the facilities for changing clothes in school while socially distancing. Your child will be told their PE day when they come into school on the 2<sup>nd</sup> June.

Children in FS, Y1 and Y6 should bring their writing packs/plastic folders back on the first day, if they were given these, as they will be required in school. Do not worry too much if some stationery items have been mislaid - we just need the packs and any whiteboards that were sent home, Thank you.

All children need to bring in their own labelled water bottle which is taken home each night for cleaning.

## Expectations of parental contact with school

No parents will be allowed into school unless a prior arrangement is made. If you need to contact us, please phone or email the school and a member of staff will get back to you as soon as they can.

## School lunches

Parents in Reception, Years 1 & 6 will need to order school lunches as normal via Parentpay, however Chartwells will only be providing packed lunches for the time being. Children in Reception and Year 1 will continue to receive

their packed lunches free under the Universal Infant Free School Meals initiative. Chartwells will contact you by parentmail today with details of a revised ordering system for week one. The deadline for orders will be Tuesday 26th May. Thank you.

Due to closing earlier on a Friday, children will not have lunch on site. Any lunches that have been ordered or allocated to Foundation and Y1 as part of the Universal free school meal scheme, will be sent home with the children. Children who are in Y6, and eligible for Free School Meals, will also be sent home with their packed lunches.

We appreciate that you have been provided with a lot of information in this newsletter and we thank you for working with us during this time. I understand that for some of you it has been a difficult decision whether or not to send your child back but rest assured that we are endeavouring to take the necessary precautions to ensure that all our school community is safe under this new way of working. Plans are still developing and more information about school arrangements, our curriculum offer and arrangements for home learning will be sent to you on the 1st June. As you will have noticed, government directives have a tendency to change at short notice but we will provide you with all the information and updates in a timely manner.

In the meantime, we hope you have a wonderful, relaxing half term.

*Claire*

Claire Britnell

*Taryn*

Taryn Chapman

*Ian*

Ian Cowper