



Kexborough Primary School

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Dear Parents/Carers

We hope this letter continues to find you safe and well.

We are writing to you with regards to the full reopening of school, to all pupils, in September 2020. This letter has the information that we are able to provide regarding the reopening on Wednesday 2nd September.

Classroom Bubbles

As set out in Government guidance, all pupils will be kept in their own year group bubbles and will not mix with other year group bubbles. The exception to this is the delivery of RWI where children may be in the same group as children from another bubble (Y1 and Y2 / Y3 and Y4/ Y5 and Y6) but they only complete learning sat with someone from the same class bubble. All children will continue to be encouraged to maintain a safe distance when working with others in the bubble. We appreciate for our younger children it will be difficult to maintain social distancing. This has been taken into consideration and Government advice will be followed to ensure that the children, wherever possible, do not have contact with anyone outside their bubble. Everyone will wash their hands frequently and correctly with adult supervision. Every room will be well ventilated at all times and the classroom, furniture and equipment will be cleaned regularly throughout the day, and thoroughly cleaned once the pupils and staff have left. Alongside this, we will ensure that year group bubbles do not mix during their time in school, including playtimes and lunchtimes. Pupils in Y1 – Y6 will be sitting at forward facing desks with as much space as possible between their desks. Any unnecessary furniture and equipment will be removed from classes to allow for more movement and provide more space. At certain times during the day, staff may be wearing masks in order to give further protection to the pupils.

Arriving and collecting from school

From September 2nd we require all parents and carers to drop their children off at the classroom door and **no access** to the school buildings will be permitted for any reason. If you require to speak to a member of staff please telephone the school office.

We are working to avoid a system of staggered start and finish times due to the recognised inconvenience that this could cause some of our families. However, if this is to be maintained **it is vital that all parents / carers maintain social distance and do not gather in groups.** We will continue with an extended opening session although children must be in school by 9:05am.

In order for this to work it is vital that everyone adheres to the following guidelines

- Do not arrive at school before the gates open at 8:50am. If queues build on Ballfield Lane we will have no option than to introduce staggered start times.
- The one way system **must be** maintained around the school grounds
- Adults **must not** gather at the pedestrian gate as this makes it impossible for others to maintain social distancing
- Admission to school grounds at the end of the school day will not be permitted until 3:20pm. Again, queues must not build on Ballfield Lane.

We are currently looking at some adjustments to entry and exit gates and once arrangements have been confirmed they will be posted on the school website and Facebook page.

There will be no washroom facilities available for parents / carers and younger siblings.

No assemblies or school events will be held during this time.

Hygiene

Children will wash their hands on arrival at school and at home time. They will always wash their hands before they leave and re-enter the building for playtimes, lunch etc. All classrooms will continue to be deep cleaned, and the resources will be wiped and disinfected on a daily basis. Each classroom has soap and antibacterial hand gel. The staff will also hand wash upon entry and throughout the day.

Pupils will be expected to come into school without any belongings other than their P.E kit, coat, packed lunch box (if Home Sandwiches) and water bottle.

We will continue to provide a school PE kit. Their kit will be sent home with them on a Friday so it can be washed ready for the next week. **It MUST be returned every Monday.** Each child from Y1- Y6 will have their own labelled work pack containing all of the necessary stationery and equipment needed to effectively participate in lessons. School has also purchased PPE (Personal Protective Equipment). This will mean that all staff may be wearing face masks at certain times. We also have aprons and gloves for personal care and administering first aid. It will be important to share this information with your child to ensure a smooth transition back into school.

Lunches

FS2, Year 1 and Year 2

Pupils in Reception, Year 1 and Year 2 are entitled to a free meal through the UIFSM (Universal Infant Free School Meals) directive. A menu will be issued and published to show the daily choices on the school website. The children will eat this in the KS1 Hall at different times depending on their class bubble. Children are also welcome to bring a packed lunch from home.

Years 3, 4, 5 and 6

Pupils in Year 3 – Year 6 (KS2) will be able to choose from a grab bag, a jacket potato or meatballs with rice or taco. Key Stage 2 children will eat their lunch in their classroom. Pupils will wash their hands thoroughly before and after lunch.

Breakfast Club

We will continue to operate Breakfast Club in both halls. One for EYFS and Key Stage 1 children in the KS1 hall and one for Key Stage 2 children in the KS2 Hall. Children will only sit and eat with children from their own bubble and there will be no free play element to the Breakfast Club.

We are also going to have to remove the flexibility with which we have operated Breakfast Club in the past and **places must be reserved** two weeks in advance. **Places will also be limited** and will be allocated on a first come, first served basis.

If you require breakfast club places for the week beginning 31st August (Wed, Thur, Fri) and / or the week beginning the 7th September we would advise that these places are reserved before the end of this week.

School Office

To avoid congestion in the reception area, please use the online payment system where possible. Also, there is a post box outside reception in which any correspondence can be posted. Payments can be posted in a sealed envelope. If you need to speak to a member of staff in the office please telephone in the first instance. If you do need to come into reception only one person will be allowed at any time.

Parent Support Adviser

Miss Warburton will continue to be based in the administration block. We may be in a position to re-establish face to face appointments but these will all have to be prebooked. Please ensure that if you wish to speak with Miss Warburton you call to arrange an appointment.

Attendance

From September the attendance of pupils in school once again becomes mandatory, meaning that it is your legal duty as Parents/Carers to send your child to school every day. Therefore, school will be following our usual

Attendance Policy. If you have concerns about your child/ren's return to school due to other risk factors, please contact school and we will be happy to discuss these with you and the safety measures that we have put in place.

Fire Safety

The DFE has made it clear that the Covid-19 recommendations do not supersede the school's existing legal duties including Health & Safety. When we re-open we will undertake a fire drill to ensure that everyone is aware of their responsibilities in case of a fire, and are familiar with their assembly points.

Uniform

Children will be expected to return to school in school uniform.

Strict Guidelines for those displaying symptoms and those who test positive

We must all follow strict guidelines to protect the whole school community. Anybody who feels unwell must contact the school via phone to discuss their symptoms. If anyone has a temperature, new persistent cough or a loss of taste or smell they **must not** enter the school grounds.

If a member of staff or child in a group were to display symptoms during school, they will be immediately removed from the classroom and taken to an isolation room. The person displaying the symptoms will have a test as soon as possible. If the person tests positive the school will follow the guidance of public health England and contact parents to inform them of any further action that is required and whether children and staff from this group will have to quarantine at home for the next 14 days. School will keep in contact with you should this event take place.

In the Event of an Outbreak

If the school experiences an outbreak, either because we have 2 or more confirmed cases of coronavirus (COVID-19) among pupils or staff within 14 days, or we see an increase in pupil or staff absence due to suspected or confirmed cases of coronavirus (COVID-19), we will contact the local health protection team. This team will advise us if additional action is required.

Where an outbreak in school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive. Testing will first focus on the person's class, followed by their year group, then the whole school, if necessary.

If our local area sees a spike in infection rates that results in localised community spread, decisions will be made on what measures to implement to help contain the spread. The government will be involved in decisions and will support school and to follow the health advice.

In all cases, where groups of pupils need to self-isolate or where a larger restriction of attendance at school is needed, we will seek to ensure your child/ren's education can continue remotely.

Thank you

We appreciate that there is a significant amount of information within this document (and more will be published over the summer break) and we appreciate the time you have taken to read it. We hope that it answers your questions. If not, please do not hesitate to contact us.

We would also like to thank you for your ongoing support in these unprecedented times. The kind messages, thoughts and wishes have meant a lot to us as a staff team.

We know that the measures that we need to take in September are still far from normal but we will continue to work hard to ensure that your children feel safe and educated in the best way possible. Once again, I would like to thank you for your anticipated support as we move forwards towards the full opening of school in September. We understand that you may have questions concerning this. If this is the case please do not hesitate to contact us.

Yours faithfully

Miss Jane MacKay