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9th June

Dear Parent,

I hope things are all well with you. I am writing to give you an update on our current situation.

The Year 1 and 6 return has been largely successful so far. The children have taken to it incredibly well and we are very proud of them. We are quickly learning about what works and what does not, so are making little adjustments all of the time. The staff are also incredibly impressed with how well the children at home (and parents!) have adapted to home learning in a relatively short period of time.

We now feel that we are in the position to welcome Reception children back to school on a timetabled, part-time basis. I have been in touch with those parents with children in Reception with some details, however, I have updated our parent guidance document to include more detailed information about the logistics of the return. Updates are in blue.

You may have also seen the news yesterday reporting that the government have dropped plans to have all children back in school before the summer holidays. As of yet, we have had no official guidance on this, but we have always been working on the basis that if circumstances allow, we would like to see more children in school before summer. Therefore, we do have some ideas about how we might do this, but it is extremely likely that if we do proceed, it would be on a timetabled, part-time basis - of some kind.

Each school is different in terms of size, space and number of staff. There are still several limiting factors which affect our ability to operate as normal and are taking these into consideration in planning for more pupils to return:

- 1) Social distancing and space
- 2) Number of staff
- 3) Staff well-being i.e. breaks
- 4) Adequate supervision of children
- 5) Maximum group size (15)
- 6) Number of toilets
- 7) The need to carry out regular cleans and deep cleans
- 8) Planning, preparation and resourcing of home learning as well as classroom learning
- 9) Safeguarding procedures
- 10) Logistics of key times in the day - i.e. drop-off, hometime, lunches, playtimes etc.

For now, apart from the Reception change, we will carry on with home learning for Yrs 2, 3, 4 and 5.

As soon as I am in the position to give you more information and we are provided with guidance I will be in touch.

Best Wishes

Mr D Cook  
Headteacher

**Tuesday 2nd June**  
**Proposed Return to School for Years R, 1 and 6**

**Please read this information carefully. The following are the key parts of a more detailed risk assessment, based on Department for Education, Wiltshire Council and National Education Union advice. These plans are open to change. We will resend this document before June 2nd to acknowledge any changes we need to make.**

## Organisation

The children will be split into two groups: Year 1 and Year 6. Any children of key workers will be with their usual teacher. Each group will not come into contact with the children in the other group during the school day. The adults in each group will not come into contact with the children in the other group.

Reception will be split into two groups. Group 1 (girls) will come to school on Monday and Tuesday mornings from 9:05 am - 12:30 pm. Group 2 (boys) will attend school on Wednesday and Thursday mornings during the same time slot. These children will be in the upstairs 'Quiet Room' for the first part of the morning, followed by use of the Reception play area for the second part. They will return to the Quiet Room to have their lunch before being dismissed.

## School Week

We will be open to the children Monday (apart from June 1st) to Thursday. On a Friday school will be closed to the children - apart from the children of key workers (if necessary). This is to allow our cleaning company to carry out a weekly deep clean of the school. It will also give teachers time to plan and resource lessons for the children in school and those at home.

## Start and End of the Day

We will stagger the start and end of the day.

Year R will enter school through the front door (by Mrs Martin's desk) between 9:05 am and 9:10 am. Social distancing measures will be in place, so please look out for signage and orange tape on the ground. Parents should not come into the school building. Mrs Parker Scott and I will greet the children.

Year 1 can come into school between 8:50 am and 9:00 am. Parents should drop the children off at the bottom of the classroom steps, but should not enter the cloakroom. They should then exit the playground via the back gates.

Year 6 can come into school between 8:35 am and 8:45 am through the hall doors via the head's parking gate. If you are dropping them off, then you should remain outside the school grounds.

Year R hometime will be between 12:30 pm and 12:40 pm using the same system as drop-off.

Year 1 hometime will be between 2:45 pm and 2:55 pm. You can collect the children from the classroom in the same way that you drop them off.

Year 6 hometime will be between 3:00 pm and 3:10 pm. If you are collecting your children, they will be dismissed from the head's parking space via the hall doors.

There will be signage in the school grounds to guide you.

There will be no playground supervision at the start of the day, so parents and children should not congregate on the playground.

Do not allow your child to play with their friends at the start and end of the day and move off the school site quickly.

Only one parent to drop off each child.

Do not park directly outside the front or back of school during the above times.

If your child is in Class 2, but feel that you are going to be late and overlap with the Class 1 times, please wait until 9:05 am before bringing them into school. Similarly, with home time, if you have a child in Class 1 and you are going to be late picking them up, please come after 3:10 pm.

There will be no before or after school clubs.

### **Lunchtimes and Playtimes**

Lunchtime and playtimes will be staggered. The children will be with their group and teachers for this period. The children will play outside but will be asked to stay 2m apart.

The children will eat their lunch in the classroom. The pub will continue to provide meals, but we are in consultation about the best way to do this. The children can bring a packed lunch if this is their normal routine.

Equipment will be cleaned each day and not shared between the groups.

### **Hygiene**

Handwashing will be monitored and done at regular, timetabled, intervals throughout the day.

The children will watch a handwashing video on a daily basis.

Key surfaces (i.e. handles and tables) will be cleaned during every break.

The school will be cleaned each evening and a deep clean will take place once a week.

Each child will have a bottle of anti-bacterial gel and a box of tissues on their table.

Lidded bins will be provided.

Please ensure that your child has been to the toilet and washed their hands before they come into school.

[The Reception learning areas \(Quiet Room and outdoor play area\) will be cleaned on a Tuesday evening, ready for the next group.](#)

### **In the classroom and around the school**

Each child will have their own work station, positioned so that they are 2m away from other children in all directions.

Each table will have all the things your child will need for the day.

Teachers will maintain a 2m distance from the children as much as they possibly can.

### **PPE**

The current advice is that PPE is not needed for teachers and children. However, this is down to personal choice. We have a stock of masks, gloves and aprons for staff. These are intended to be used where the staff member has to get close to a child, for example, if they had an injury that needed tending to or if they show symptoms of Covid-19.

### **Children or parents with symptoms**

The rules regarding symptoms within a household have not changed. We should not take any risks with this. If anyone in your household displays even mild symptoms of COVID-19, your child should not come into school and follow the correct procedures for self-isolation. If they display any symptoms, we will isolate them in the head's office and ask you to collect them. This probably sounds scarier than it actually is - please be reassured that it will be done sensitively and the room will have toys, colouring in etc. to keep them occupied.

### **Uniform and book bags**

Your child does not need to wear uniform during this period. This will allow you to wash their clothes more regularly should you wish.

They should not bring a book bag, rucksack, or any other items from home into school. If your child has a packed lunch you can continue this as normal.

The children will not be able to use the library but we will make books available for school time.

The children will not need P.E. kits.

Please prepare them for the weather, i.e. sun cream and hats.

### **Fire Drills and Lockdown Procedure**

We have revised these procedures and will carry out drills in the first couple of weeks.

### **Preparing your child for school**

School will not be normal for sometime. It is important that you talk to your child about how different it is going to be and what is expected of them in terms of social distancing. We know that trying to explain the facts and reassuring them at the same time is a difficult balance. This will be particularly difficult for the younger children. We will post some videos and pictures on Google Classroom during half term to show the children what to expect.