



## Golden Flatts Primary School

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20.07.20

Dear Parent and Carers,

As you will know, from the **3<sup>rd</sup> September**, all children will be returning to school and from the start of the autumn term school attendance is compulsory. As a Leadership Team, we have carefully considered the Government Guidance and used this to review our policies and procedures. We have tried hard to make our school as Covid-19 safe as possible. We have in place an appropriately detailed risk assessment; we have given careful thought to the curriculum your child will receive and we will ensure that the building is ready for their return in September. We want to be able to reassure you that we are doing our best to put in place the most appropriate safety measures. While many aspects of our school will remain the same, we have needed to make some changes to ensure that we are complying with Government Guidelines. This letter sets out this information for you. We will be contacting parents on the **1<sup>st</sup> and 2<sup>nd</sup> September** prior to school reopening on the **3<sup>rd</sup> September** to ensure that you are clear about the procedures that are in place and to give you the opportunity to ask any questions.

When children return to school, we will expect them to be in school uniform. On the days when children have PE we would suggest that they to come to school in their PE kit to avoid the need for changing. On PE days, we are happy for children to wear jogging bottoms as part of their PE kit as we appreciate that they might be cold wearing shorts during the autumn months. In September, your class teacher will let you know which days your child will be having PE. We would ask that children bring as few personal belongings as possible into school. We will provide them with a pencil and the equipment they will need to use in school. We will not be using the school cloak-room areas. Any coats and any bags children bring in will be stored on the back of their chairs. We will expect children to take a reading book home and this will be kept on their desk. Following being used by children, reading books will be stored for at least three days before being reallocated.

Children returning to school will be allocated a 'bubble'. The bubble is the group of children and adults that your child will have contact with throughout the day. We will strive to ensure that your child has frequent opportunities to wash their hands and use hand sanitiser. We have a supply of hand sanitiser in school so we ask that you do not supply your own. While your child is in school, we will endeavour to maintain social distancing as best we can. Those children who have already been in school will be aware of the 'bubble system'. From September, we will be increasing the size of the bubbles in order to accommodate more children.

The bubbles are set out below:

Bubble Name	Adults assigned to the bubble
Upper Key stage 2 bubble (Years 5 & 6)	Mrs Lenihan, Miss Davies, Mrs Lloyd, Mrs Croft, Miss McClelland, Mrs Fenwick
Lower Key Stage 2 bubble (Years 3 and 4)	Miss Stamp, Mrs Skilbeck
Reception, Years 1 and 2 bubble	Miss Baines, Mrs Ellsbury, Mrs Measor, Mrs Henzell
Nursery bubble	Mrs Pounder, Miss Jukes

We will continue to operate our Play Therapy service. We have made some changes to the way of this provision is accessed to make them as Covid secure as possible. We will contact individual parents in September to discuss this.

We have staggered start times as much as possible so we would request that these are adhered to. We need to reduce the number of adults on the school site so we would ask that only **one adult** brings your child to school. Once you have dropped your child off, please avoid congregating on the site. Similarly, prior to the designated opening time we would ask that parents wait in a socially distanced way and to arrive just prior to the allocated start time to avoid a build-up of adults and pupils.

The school office will be open at the usual school times. We would ask that you contact the office via telephone rather than coming onto the school site. If we need to have a face-to-face conversation with you, the office staff will arrange for this to happen in a socially distanced manner. However, wherever possible we will use telephone contact, email or text.

### **Consultation on changes to the school week from September**

It is important to note that school will **close** to pupils in from **Reception** and **Year 6** on a **Friday afternoon** during the autumn term. This is because we are trialling a new model for delivering PPA time for teachers. Pick up times for classes will be set out in the following letter that details drop off and pick up times. Please be reassured that we haven't reduced your child's teaching time allocation. We have adjusted the times of the school day throughout the rest of the week to redistribute the Friday afternoon teaching time. We have been operating like this during our phase 2 reopening and have seen clear academic benefits. These benefits are set out below:

- Pupils will be taught by their class teachers for their full weekly entitlement thus improving pupil's access to quality first teaching and supporting their emotional well being and regulation. This is of paramount importance as we recover from the lockdown experience where relationships need re-establishing and clear routines and boundaries need strengthening in order to provide safety through structure and routine.
- By having PPA at the same time, capacity for teachers to collaborate when planning learning is maximised. This will enable us to use the breadth of teacher's skills and expertise across school to support children in catching up on lost learning time.
- The Strategic Leadership Team will be available throughout the Friday afternoon to support staff during PPA as we move through the recovery period following the partial closure of schools by being available to plan, assess and coach individuals and year group teams. Our aim is to deliver for pupils rapid catch up on lost learning and going forwards to secure school improvement through targeted, strategic working.
- Adults who would have previously been 'covering' classes across the week can be redeployed to work more intensively with targeted pupils.

We appreciate that a Friday afternoon closure might cause some childcare issues. To support families we intend to offer childcare provision delivered by the teaching assistants working in your child's specific bubble. We will offer the chance for the following children to remain in school on a Friday afternoon:

- Children of working parents (you do not need to be a key worker)
- Children with an EHCP
- Children with a social worker

This provision would mean that eligible families would be able to collect their children at their usual school finish time. If you are eligible for a place and would like to take it up please email

**admin@goldenflatts.org.uk** and we will contact you when we return in September to discuss this. Please note that we will **not** be charging for this childcare provision.

When we fully reopen in September we want to make sure that we are able to provide as much support as possible for you child. When we call you on the 1<sup>st</sup> or 2<sup>nd</sup> September if your child hasn't been accessing school provision during lockdown we will have a discussion with you to find out what their lockdown experience has been. We have some questions that we would like to ask for you:

1. Have they suffered bereavement?
2. Have they interacted with anyone outside of the family home?
3. Have parents/carers sought help from other agencies/professionals? if so who and why?
4. Has there been a change in emotional and social presentation? What and reasons?
5. How have parents/carers coped?
6. Has there been a routine/structure in place?
7. Have they managed to engage in curriculum tasks?
8. How do parents/carers feel about their child's return to school?
9. How does the child feel about returning to school?

We appreciate for some families this might be an emotional conversation so we wanted to make sure you had time to prepare yourself. We know from our phase 2 reopening that gathering this information has been really useful and helped us to ensure that children who need additional provision are fully supported. During these conversations, we will also ask you to confirm and update your emergency contact numbers and provide us with any additional contact numbers that you may have. We will also go through the medical information we hold on your child. It is important that this information is up to date so we can put in any additional risk assessments that we might need. We will also talk to you about the procedures we have in place if a child in school is displaying Covid symptoms.

We appreciate that there is a lot of new information and you will have questions. In the first instance, please discuss any questions you have with the member of staff who calls you in September. If you need a further conversation with specific members of staff, they will arrange this for you. We are really looking forward to having all of our pupils back in school and are very keen to work with you to ensure that this is as smooth as possible.

Yours faithfully,  
Mrs M Newbury  
(Head of School)