



Preston Candover CE Primary School

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Headteacher: Mrs. Simrit Otway

School plans for full re-opening in September

Dear parents and carers,

I am writing to you to update you of our plans following the publication of government guidance for the full opening of schools in September.

We are delighted that we will be able to welcome pupils from Year 1 –6 back on Friday 4th September 2020. Reception children will start school the following week and details have been shared with parents already.

Pupils will be in class bubbles throughout the school day. As we have vertically grouped classes, outdoor breaks will be at the same time for Puffins and Owls and then for Robins and Kingfishers.

We realise that it is very difficult for children to socially distance from pupils within their bubble however staff are still required to socially distance from other staff where possible. There will be additional cleaning and hand hygiene in place. Pupils will all be using the outdoor classroom doors to enter and exit as much as possible in order to reduce movement up and down corridors and around the school.

All children will be expected to come back in full school uniform and can return to school using their normal bags/book bags and PE kits. Children must not bring any toys into school.

We also ask that all children in year 1 and above bring a small named pencil case that can be wiped down. They should have a pencil, sharpener, rubber, ruler, basic set of colouring pencils and a glue stick. This will remain in school during the term.

In order to keep all pupils, parents and staff safe there are some changes that have been in place since June 2020 that will need to remain in place, along with some new procedures;

- We will not have assemblies in the school hall, however assemblies will still take place in classrooms or on the field.
- Parents will only be able to come onto the school site to drop children off or collect their children from the driveway. Please take care to observe the one-way system.
- Any meetings will be by appointment only. Communication with the school should be via phone or email. We will ensure that a member of staff gets back to you. Please do not try to enter into conversations with teachers at the start and end of days, again to minimise the number of adults and contacts on the site. Parents will not be able to enter classrooms at this time or pop in to look for water bottles and missing items etc.
- Children **MUST** bring all their belongings with them at the start of the day.
- Parents are expected to adhere to class bubbles when travelling to and from school and to support the school in adhering to social distancing both on and off site.

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Attendance

Government guidance confirms that attendance at school from September is compulsory.

If you are going abroad over the summer break, please follow the government guidance as to whether your family will need to quarantine for a period of 14 days. This quarantine period will need to be completed by Friday 4th September.

We understand that some children and parents have been away from the school environment for a significant period of time and may be anxious about returning in September. To reassure you the school has rigorously followed the safety measures laid out by the government and we put the safety of all members of our wonderful school community at the forefront of all our decision making.

Beginning and end of school day

Please see the attached timetable that shows the allocated start and finishing times for year groups and the drop off point; this will be available on the school website.

It is important that children arrive and are collected promptly. Please ensure that only one parent drops off and collects. Families and friends must not gather at the entrance gates/doors.

Since we invited some year groups back in June the drop off and collection system has worked very effectively. We believe, that by extending this to a larger scale we can continue to maintain social distancing. The advice is still to keep the number of contacts we have consistent, and low as a mitigating factor to keep us safe.

We have been careful not to reduce learning time during the day for the pupils. The previously longer Infant lunch time has been shortened in order to stagger the start and end of the day so we have a safe flow of children arriving and leaving. The children will still have plenty of time to play and learn in the outdoor environment throughout the curriculum.

DROP OFF AND PICK UP TIMETABLE

At the start of the day:

The school will have the following start times:

	Drop off
Group A Years 4/5/6	8:35 - 8:45
Group B Years R/1/2/3	8:45 - 9:00
Buses	8:45 - 8:50

Children in Year 1-5 will enter school via driveway gates and make their way to the back doors of their classrooms. Year 5/6 Kingfisher class should walk across the playground to their outside class door.

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The timetables rely upon parents and pupils being prompt in order to keep the flow moving. We have tried to consider family groups in these timings but we may need to revisit them again in the Autumn term or following any future government updates.

At the end of the day:

	Collection time	Exit
Wrens	2:50 – 2.55	Pupils will exit from the Infant door
Puffins	2:55-3:00	Pupils will exit from the field/vehicle gate
Owls	3:00	Pupils will exit from the field/vehicle gate
Robins	3:05	Pupils will exit from the field/vehicle gate
Kingfishers	3:05	Pupils will exit from the playground
Bus children	3:05-3:10	Bus children will be escorted by class teacher/LSA when class have been dismissed.

After collecting your child/ren please leave the site promptly and take care to maintain social distancing. If you are collecting from the privately run pre-school, please keep your child with you at all times.

Buses

If your child will be travelling on the bus, please complete the weekly bus schedule attached and email to the school office by 3rd September. We then ask that you only make changes to this schedule in emergencies.

Parking

If possible, please park a little further and walk to school. Please be considerate to local residents when you park your car.

Hand washing

Pupils will be expected to wash their hands on entering the school site and will be encouraged to wash their hands/ sanitise their hands at regular points during the school day.

Personal Protective Equipment (PPE)

The wearing of a face covering or face masks by children is not recommended according to Public Health England guidance.

School Meals/lunchtimes

We ask that all children bring a packed lunch until the week beginning 14th September. Children will be able to have a school dinner from Monday 14th September. Menu information to follow. Children

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will initially be using the classrooms to eat lunch with their teacher. Tables will be wiped down before and afterwards. Children will then have an outside play time.

Play times

During breaks, children will have the use of equipment that they keep within their bubble. Adults will be teaching the children a range of fun games that encourage social distancing and reinforcing positive pupil interaction.

From October, we ask that you send your child into school with named wellington boots as we will be making the most of the outdoor environment throughout the year.

Curriculum

When the children return, we will initially be offering a “recovery curriculum”. Class teachers will be focusing upon children’s well-being, increasing civility, positive relationships and re-energising pupils’ passion for learning.

Teachers will spend time assessing children’s understanding of key concepts in the core subjects and planning their lessons to cover knowledge and skills based on their assessments.

Reading is an essential tool and teachers will be leading reading sessions each day. Each class will have their own set of reading books and children will be bringing home a reading book. Please encourage your child to read every night as being able to read fluently opens the door to a broad and exciting curriculum. Children will continue to have access to the e-library as well.

Pupil tables will not be grouped but instead all tables will face the front of the classroom. In each class there is a marked area around the teacher’s desk and work space to remind the children to socially distance from staff.

We intend to train the children how to use the Google Classroom tools effectively once they are back in school. More information will follow next term.

Pupil behaviour

We fully appreciate that some children have been away from the school environment for a long period of time and we will need to adopt appropriate behaviour strategies to support pupils settling back into school. We will be revisiting our core school values and virtues.

Extra-Curricular activities

For the first half term we will not be operating any after school clubs.

Suspected or confirmed case of COVID

Staff and children should remain at home if they are feeling unwell or displaying any symptoms of COVID 19. Please visit the NHS website for a list of symptoms. Parents must ring the school office 01256 389278 if their child is not attending school and provide a reason for absence.

If a child is taken unwell during the school day with a COVID 19 symptom, they will leave their class bubble and be in an area supervised by an adult until they are collected. A parent will be phoned to collect their child promptly. It is essential that you inform the office if you have changed your

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contact details. We need a minimum of two current phone numbers and contacts who are able to get to us promptly.

Parents will be asked to arrange for their child to have a COVID test. While the child and family are awaiting the results, they should self-isolate. With this in mind we are asking that parents collect siblings when they pick up their unwell child. If the test comes back negative and your child is feeling better, they can return to school. The guidance clearly states that while a class bubble awaits to hear the results of a child sent home they can still attend school and do not need to self-isolate.

Schools must take swift action when they become aware that an adult or child has tested positive for coronavirus. The school will contact the local health protection team. The health protection team will work with school to guide us through the actions we need to take. Based on the advice from the health protection team schools must send home those people who have been in close contact with the person who have tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious.

If a class group bubble is advised to self-isolate for 14 days, the school will provide remote learning for those pupils.

Risk assessment

It is a requirement that schools have a risk assessment that is re-visited and updated as is necessary. Our school risk assessment will be published on our school website.

Please be reassured that if there are any changes to government guidelines over the six-week summer break, we will write to you to update you of our plans. If you have any concerns or queries please email us.

May I take this opportunity to thank all parents for supporting their children with their home learning and we are so looking forward to seeing all of the children in September.

I hope you have a wonderful summer break and keep safe.

With best wishes

Mrs Simrit Otway

Headteacher

Dates for your Diary

Back to school – 4th September
Half term – 26th to 30th October
Back to school – 3rd November
End of Autumn term – 18th December

Inset day:

3rd September 2020
2nd November 2020
4th January 2021
23rd July 2021

A list of 2020-2021 Hampshire school dates, including half term holidays, Christmas and Easter, can be found on the Hampshire website.

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