

RE: September opening plans

16th July 2020

Dear Parents/Guardians,

This is another VERY long letter!

We hope that this letter finds you and your families safe and well. These are new and challenging times for us all and I wanted to write to you before the end of term about the arrangements for the next academic year, so that you can plan ahead. As you are aware, school will end for the year on Friday 17th July at the normal finishing times for each year group and the community classroom.

It has been wonderful to have students from across primary and secondary back in school, and we are really looking forward to seeing everyone when the new school year starts.

A few weeks ago, the government announced that it wishes to ensure that all pupils return to school, full time, in September and issued comprehensive guidance to schools on how to do this safely. We have worked our way through this guidance, to ensure our school meets the guidelines and parameters set out.

As a school we are doing everything we can to bring all of our staff and pupils back to school safely in September.

To do this we have put these measures in place:

- **Minimising contact and mixing** by altering how our school day, classes and timetables are organised so that children and parents in different year groups do not need to mix.
- **Cleaning hands** much more often than usual
- **Ensuring good respiratory hygiene** - the 'catch it, bin it, kill it' approach
- **Extra cleaning** of frequently touched surfaces, including toilets

As stated above, to minimize mixing, we have had to make a change to the primary school day for the next academic year.

We will also not be able to offer breakfast club apart from to a small number of selected pupils or our usual 8:00am drop off in the playground.

Primary school day 2020 - 2021:

- Drop off any time between – 8:45am – 9:00am
- Collection any time between 3:15pm – 3:30pm
- Fridays – Collection anytime between 2:30pm - 2:45pm

Nursery sessions 2020 - 2021:

- Nursery am session 8:25am – 11:25am
- Nursery pm session 12:10pm – 3:10pm
- Fridays – Collection anytime between 2:45pm - 3:00pm

Our new drop off and collection arrangements mean that parents can drop off all their primary aged (not nursery) children to the correct gate within the allocated timeframes. It means that parents will not need to wait for long periods of time to drop off or collect siblings in different year groups. We have done this purposely to support our working parents in the best way possible at this time.

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Drop off and collection gates:

- Main Primary Gate – Nursery, Reception and Year 1 drop off and collection
- Park Gate 1 – Years 2 and 3 drop off and collection
- Park Gate 2 – Years 4 and 5 drop off and collection
- Secondary main entrance (line up in front of main car park by building) – Year 6 drop off and collection

How will the September staggered starts work?

As stated in the previous letter from our new Principal Ms Facer, the school staff will have three days of induction training on the 2nd, 3rd and 4th September. Primary pupils will then have a week of induction where they will not be required to attend school every day. It is essential that they attend on the dates stated below and do not miss out on these vital re-integration sessions.

Nursery and Reception children will start a bit later and parents of children in those year groups will receive separate communication about their stay and play and staggered starts.

All classes in Years 1 – 6 will be split into two groups of 15 for the first week. **Group 1 and Group 2.**

You will find out if your child is in **Group 1 or Group 2** when we email you the new class teachers and class lists letters next week.

Week 1 Timetable for Years 1, 3 and 6:

Years 1, 3 & 6	Group 1		Group 2	
	Drop off	Collection	Drop off	Collection
Mon 7 th Sept	8:45 – 9:00am	11:30 – 11:45am	12:30 – 12:45pm	3:15 – 3:30pm
Tues 8 th Sept	8:45 – 9:00am	3:15 – 3:30pm	Not in school all day	
Weds 9 th Sept	Not in school all day		8:45 – 9:00am	3:15 – 3:30pm
Thurs 10 th Sept	8:45 – 9:00am	3:15 – 3:30pm	8:45 – 9:00am	3:15 – 3:30pm
Fri 11 th Sept	8:45 – 9:00am	2:30 – 2:45pm	8:45 – 9:00am	2:30 – 2:45pm

Week 1 Timetable for Years 2, 4 and 5:

Years 2, 4 & 5	Group 1		Group 2	
	Drop off	Collection	Drop off	Collection
Mon 7 th Sept	Not in school all day		Not in school all day	
Tues 8 th Sept	8:45 – 9:00am	11:30 – 11:45am	12:30 – 12:45pm	3:15 – 3:30pm
Weds 9 th Sept	8:45 – 9:00am	3:15 – 3:30pm	Not in school all day	
Thurs 10 th Sept	Not in school all day		8:45 – 9:00am	3:15 – 3:30pm
Fri 11 th Sept	8:45 – 9:00am	8:45 – 9:00am	8:45 – 9:00am	2:30 – 2:45pm

The following questions are designed to provide you with as much additional information as possible.

What should I do if my child is showing any symptoms of COVID-19?

If anyone in a child's family home becomes unwell with any COVID-19 symptoms including a new continuous

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cough or high temperature **under no circumstances should the child be brought to school.** You should follow the government advice around testing and self-isolation immediately. This is essential in protecting the health of our school community.

What are the regulations for drop off / pick up?

It is essential that parents only drop off their child at their designated drop off and collection points. For the safety of our school community, parents **must maintain strict social distancing at all times** during drop off and pick up. It is imperative that parents try to maintain a distance of at least 2 meters from all other people from outside your immediate family home.

Parents should drop off and leave the school site immediately at the correct time. No parents will be able to enter the school site.

Parents must be punctual. **Late arrival or collection will compromise the safety of the school community and cannot be tolerated. Late fines will be issued to parents who bring their child late to school or arrive late for collection more than once.**

Only one parent/guardian can attend drop off or pick up. Staff will not be available for conversations at pick up or drop off. Parents **must avoid congregating in groups at all times as this will put our school community at risk.**

Parents should also review the government advice on safe travel and using public transport.

How will the classes be structured?

Children will be in year group bubbles. Within that, they will be placed in their usual class of 30 which will be their 'class bubble'.

Nursery, Reception Year 1 and Year 2:

Pupils in nursery, reception, Year 1 and Year 2 will be taught about 'distancing' but will not be expected to follow social distancing rules in their classes. They will spend some limited time with other pupils in their year group when they are outside but will not interact with any other year groups during the school day.

Years 3, 4, 5 and 6:

Pupils in Years 3, 4 5 and 6 will be expected to follow 'distancing' rules when playing with friends in their year groups outside. This will form part of our updated behavior policy for these pupils. For these year groups we are also making some changes to how our classes are structured: Specialist teachers will move between classes instead of the children. Children will be seated in rows facing the front instead of at grouped tables. They will use their own resource packs. We will be in touch in September to let you know which year groups can bring in their own resources to school.

Pupils will not be able to interact with any other staff or pupils outside of their year group bubble throughout the day unless it is at a social distance of at least 1 meter, preferably 2 meters.

What will my child study?

A full and balanced curriculum will be in place for all pupils for September. However, we will be making some changes to our enrichment offer:

- There will be no swimming lessons for the whole academic year.
- Music lessons with teachers from outside agencies will not resume until at least January 2021
- Trips will not take place in the Autumn Term
- The Year 6 residential has been postponed until March 2021. Ms Stanley will be in touch with Year 6 parents regarding this in September.
- There will be no after school clubs until at least January 2021

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How will the school ensure social distancing?

Each of the class bubbles of 30 will be with the same adults for the duration of the day including lunchtimes. Specialist teachers will only operate within a year group bubble and will not mix with other year groups unless they fully socially distance.

The timetable for the day will be structured so that the children will have play times at different times away from all other year groups. Lunch will be eaten either in classrooms or in one of our dining halls in class bubbles. If eaten in the dining hall, the chairs and tables will be cleaned after use before the next year group enters.

Each year group will have access to their own toilet facilities, these will be regularly cleaned and not shared with other year groups. Staff will always supervise children when using the toilets.

What happens if a child becomes unwell at school?

If your child becomes unwell at school, they will be isolated and you will be contacted to pick them up as soon as possible. It is imperative that you get your child tested as soon as possible and report the outcome of the test to the school. If a child or teacher in a year group tests positive for COVID-19 all parents in that year group will be informed and the year group will be closed for 14 days whilst children and staff self-isolate. The school will provide home learning tasks for all children in the year group who are self-isolating

What should I do if shielding a vulnerable child or relative?

If a child is or lives with someone who is clinically vulnerable or clinically extremely vulnerable, including those who are pregnant, they should return to school in September as per the government guidelines.

What are the arrangements for lunch?

From September our school kitchen will offer a hot and a cold choice for lunch every day. This meal will be served in a take-out style container. All children can choose to bring in their own cold packed lunch or have a school lunch which will be paid for in the usual way (via Parent Pay) unless your child is in Reception, Year 1 or Year 2 or eligible for free school meals.

Children having a school meal will select what lunch option they would like with their teachers every morning. If your child has specific dietary requirements, please do provide them with their own packed lunch as we cannot cater for this at this time. Home packed lunches will be monitored - **No nuts**, sweets, crisps, fizzy drinks or junk food of any kind.

Please also provide your child with a piece of fruit to have at break time and a bottle of water. The bottle must be thoroughly cleaned every day.

Will my child wear school uniform?

All pupils must wear their full Ark John Keats uniform from September including a tie and sensible black school shoes. Short sleeved shirts are still preferable for hygiene reasons but if children do not have a shirt with short sleeves the sleeves should be rolled up to the elbow. Parents must ensure that all clothing is washed frequently. On PE days children will wear their PE kits to school, but must now have black trainers. We will let you all know when your child's PE day is in September.

Face coverings will not be permitted in school. Current government guidelines state that children under 11 do not need to wear them. If a child does wear a face covering on public transport, then they should remove it before entering the school site and leave it with their parents. Parents must follow government guidelines on how to store it safely while it is not in use.

How will the school maintain cleanliness?

The school and all surfaces will be cleaned during the day and at the end of the school day. Staff will be provided with additional preparation time to clean classrooms and resources at the start and end of each day. The school will also have additional cleaners who will clean all communal areas during the day.

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Classrooms will still have less resources than usual for pupils to use and there will be more space to maintain distancing.

The school has vast supplies of hand-sanitizer and this will be provided to each class. Classrooms will also be kitted out with soap and other cleaning products. Pupils will wash their hands at regular points during the day and at any point that they leave or enter the classroom.

What can I do over the summer to support my child?

All the teachers at Ark John Keats have been so impressed with the dedication from both parents and pupils with their home learning. While we know everyone needs a well-deserved break, we believe it's vital for all scholars to keep up their great learning habits and spend some time reading and working each day. Doing this will make sure that we are able to start our new school year as well as possible in September. Further details on home learning during the summer holidays will be available on our website. All pupils at school from Year 1-Year 5 will have been given another plain exercise book to work in. For those at home, you will be able to collect one exercise book for your child from the Secondary reception area **between 10am-12pm on weekdays during the summer holidays.**

I would like to thank you in advance for your support with implementing the above guidance and through all of your efforts in supporting your child with their home learning to ensure they are ready for school again in September.

Have a lovely summer break, stay safe and we'll see you all in September.

Yours sincerely,

Ms Baird



Amy Baird
Primary Headteacher