



15th July 2020

Dear Parents/Carers,

I am writing to update you on arrangements for September 2020.

Firstly, I would like to let you know of the staffing structure for September. Your child will be moving up to the next year group.

Class	Teacher	TA/TAs
Rainbow	Mrs Eaves	Mrs Maryon and Mrs Pepper
Red	Miss Brand	Mrs Connell
Blue	Miss Carpenter (during Miss Monck's maternity leave)	Mrs Raby and Mrs Shinn
Purple	Miss Knight	Mrs Titmarsh
Green	Mr Davies	Mrs Scott
Orange	Mrs Riley	Ms Heath
Yellow	Mrs Summers	Mrs Calver and Mrs Fey
PP support/catch up		Miss Bagg, Mrs Secker

Miss Bagg – will still cover Year 2 on a Thursday and Year 6 on a Friday

Mrs Secker will initially be supporting in Orange Class

September 2020 Full Opening

School will start for pupils on Monday 7th September. As of September, all children are expected to attend school. The usual procedures for holiday and absence will be reinstated, as will fines in relation to these.

We have given careful consideration to all of the updated Government Guidance and the school environment to create a plan and risk assessment for September for all children returning.

Please see key information below and read the attached plan for further information.

Key information for the safety of all in September:

Drop off and collection

- This will be staggered in 2 groups:
 - Group 1 – families – where you have children in different classes
 - Drop off time – 8.40am
 - Collection time – 3.00pm
 - Group 2 – non-families – where you only have either 1 child or twins (therefore only having 1 class)
 - Drop off time – 8.50am
 - Collection time – 3.10pm
- It is essential that you strictly keep to these times to ensure the smooth running.

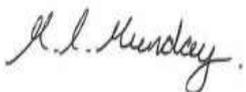
- Drop off - Parents are requested to bring their children through the normal playground gate, drop their child off, where they will line up with their class. Parents are requested to continue a constant movement through the playground, passing the Under 5's Centre and leave the premises via the school car park. Social distancing must be adhered to.
- Collection – children will be lined up in their classes, and parents will be asked to walk through the playground in a continuous motion, where children will be sent to them. Parents and children will then continue to walk past the Under 5's Centre and out through the school car park, whilst maintaining social distancing.
- It is essential that times are kept to and that a continuous flow of movement is maintained to ensure a swift drop off/collection and safety for all.
- A member of staff will be on the school gate to ensure only Group 1 (families) or Group 2 (non-families) enter at the correct time.
- If your child is late for school (after 9am) you will need to telephone the school office.
- Please be patient with us at this time – it will be new to us all and hopefully will be natural in a few days.

Other information

- We request that you do not park outside the school – this is to help with social distancing, safety, and the flow of drop off and collection. We would recommend walking where possible.
- We are unable to store scooters and bikes at this time and parents will be asked to take these home with them.
- Only one member of the family to bring the child/ren to school and where possible and safe to do so, siblings not at the school should be left at home.
- There will be no breakfast or after school clubs at present. We will update you when we reinstate these.
- Children are asked to bring in all their belongings in one bag – PE kits, Lunch, snack, drinks – these will be kept under their table.
- As PE will be outside during the first half-term, children will need a waterproof jacket, in case of showers, as part of their PE kit.
- Children can bring a coat daily, this will be placed on the back of their chair in the classroom (please consider this when purchasing).
- The school can provide lunches for those who wish, however, for at least the first two weeks these will only be a packed lunch option.
- In line with Government advice, children are not required to wear a mask in school.
- Behaviour that shows disregard to the safety of staff and others in relation to COVID-19 will not be tolerated and parents will be asked to collect their children. This will result in a fixed-term exclusion.

We are very much looking forward to seeing you all in September for the 'New Normal' school day.

Yours sincerely



Mrs Munday