

Mrs A. Hill
Executive Head Teacher
10th July 2020

Dear Parents and Carers

In light of recent Government announcements and guidance issued, I am pleased to say that we intend to be able to welcome all children back to the academy in the autumn term. This means that children in all year groups will be able to attend.

We continue to have measures in place in response to Covid-19, which means that the school day, routines and some experiences for children will be different to ensure the safety of all our children and staff. Hygiene routines will be followed, children will be asked to wash their hands when entering and leaving their learning spaces and at regular intervals throughout the day. All areas in school will be kept well ventilated with doors and windows open. Children will be kept in teaching 'bubbles' throughout the day and, as far as possible, will not mix with children from other groups. This will mean that they must line up in a designated area for entry and exit to the academy, have separate play times and lunchtimes and there will not be any whole school activities e.g assemblies.

We are asking that parents of Year 1 to Year 6 pupils do not approach the entry doors when dropping off and collecting children and, as such, we will be using the front plaza and the entrance gate at the rear of the building as drop off/pick up points. Each group will have a designated area for this purpose. Staff will be on duty to facilitate this and make sure your child is brought into and from the academy safely. Children are expected to be in their class line at the time stated in the table below.

For reception and nursery starters, we will offer the opportunity for one parent to bring their child into/collect from the Early Years entrance. This will give parents the opportunity to walk with their child to the classroom entrance but unfortunately at this time, we are unable to have parents into the classroom. Confirmation of start dates for nursery children will be sent in a separate letter.

If there are any messages that need communicating to the teaching team, please telephone the office to pass this on as there will not be the opportunity for you to talk face to face with staff at the start and end of the day. Dinner money envelopes can be sent with your child and these will be collected by the teaching team to be sent to the office. There is a drop box outside the main entrance, so if you do need to hand anything into the office during the school day, please use this facility.

School meals will continue to be served in takeaway containers with disposable cutlery and classes will be on a rota so that they access the dining hall separately. For break and lunchtimes, children will have access to the outdoor space, again remaining in their bubble groups and not mixing with others.

PE can only take place outdoors, therefore please send you child with an outdoor PE kit, jogging bottoms/leggings, t-shirt, sweatshirt and trainers in a drawstring bag that can hang on their coat peg.

We will be sending reading books home and ask that you support your child as much as possible with home reading, therefore book bags should be brought daily.

Face coverings are not to be worn by children during the school day, if you wish your child to wear a facemask to walk to school, they will be asked to remove it and dispose of or store it safely on entering the academy.



If your child becomes unwell during the day, we must be able to contact you or a family member on the contact list for immediate collection. Please ensure we have up to date telephone numbers and that the main contact is available to answer a telephone call to action this. If your child displays symptoms of Covid-19 they will be taken to a quarantine space outside of the academy building for the safety of all around them.

Unfortunately, due to the requirement to keep children in separate ‘bubbles’ we will not be able to offer an early morning club or any after school clubs in the first instance. We will keep this under review and respond if Public Health England guidance changes. In order to support parents as far as possible, we have put in an earlier start time for the majority of children, however we are unable to have children on site before the times set out below.

Please see the information below for the organisational arrangements for each group. If there any questions, please either telephone the academy office or email to the address on the previous page.

We look forward to welcoming all children back into the academy on **Wednesday 2nd September 2020**.

Yours sincerely

Mrs A Hill

Executive Head Teacher

Year Group	Teacher	Entry	Exit	Parent Drop off/Collection
Nursery	Mrs Marsh	9:10 a.m Foundation Stage Entrance	Between 12:00 and 12:10 Foundation Stage Entrance	Come to Foundation Stage Entrance Door
Reception	Mrs McFarlane Mrs Boyes	9:00 a.m Foundation Stage Entrance	2:50 p.m. Foundation Stage Entrance	
Year 1	Mrs Theaker	8:50 a.m. Main Entrance	2:50 p.m. Main Entrance	Come to front plaza and send your child to their class line on a morning. Wait in a zoned area for your child to be sent to you by a member of school staff at the end of the day.
Year 2	Mrs Patterson Miss Rumins	8:50 a.m. Main Entrance	2:50 p.m. Main Entrance	
R/KS1 SEND Base	Miss Riley	8:40 a.m. Main Entrance	2:40 p.m. Main Entrance	
LKS2 SEND Base	Miss Hand	8:40 a.m. SEND Entrance	2:40 p.m. SEND Entrance	
UKS2 SEND Base	Miss Anderson	UKS2 SEND Base 8:40 to 2:40	2:40 p.m. SEND entrance	
Year 3	Miss Arkless	8:50 a.m. Link Entrance	2:50 p.m. Link Entrance	
Year 4	Mrs Seddon	8:40 a.m. Main gate from Price Road	3:00 p.m. Main gate from Price Road	Bring and collect your child from the gate at the rear of school, members of staff will be on duty to send children to and from their class lines.
Year 5	Miss Norton Mrs Wilson	8:40 a.m. Main gate from Price Road	3:00 p.m. Main gate from Price Road	
Year 6	Mr Stammers Miss Hill	8:40 a.m. Main gate from Price Road	3:00 p.m. Main gate from Price Road	