**Key information for Parents of children in Reception, year 1 and year 2 -return to school on Monday 1st June**

Dear all

We cannot wait to welcome some more children back in to school next week. As you know we have remained open since 23rd March to a number of pupils. These pupils will still attend school alongside some other pupils from Monday 1st June.

We have spent a number of weeks preparing for this to ensure your child is welcomed back in line with all new guidelines. School is prepared and looking fantastic and the team have worked tirelessly to get this ready to make it as safe and welcoming for your children.

We have planned the groups and staffing based on the information parents have provided. If you have chosen not to send your child back you must give us at least a week’s notice if this changes as we need to ensure we can staff and increase the groups safely. This will be assessed on an individual basis and in line with our risk assessment.

As yet we are awaiting government guidance about more children to come back before the summer. We do not have any plans for this in place yet. We are limited on space and staff considering the government recommends much smaller groups and spaces this would be something we would have to consider. We also ideally need to use rooms that have access to sinks and not all our spare spaces do. We will continue to update you on this as guidance is produced.

Key INFO:

* School will be from 9.30 -12.30 each day for those set groups. These groups will not be their normal class and possibly not their normal class teacher. They will be small groups ‘bubbles’ in line with government guidance.
* Key workers and some assessed children will be in school some timetabled days each week from 9-3p.m.

This will be planned around parents shift patterns. Parents and carers of assessed children (ones whom have been attending so far anyway) will be informed of what days that this will be for the first four weeks. This will not be fulltime support due to staffing capacity. These children will be provided with a school packed lunch to eat outside or in their classroom.

* Children will be provided with a breakfast bar/ piece of fruit and bottle of water each day on their desk
* Children will be provided with their own pencil cases with equipment that will be for their use only.
* Children will stay in their set group each day with the same teacher. They will not mix with other groups within school.
* Children will have some outdoor time but will still play with social distancing and each group will have a different area to play in to avoid mixing.
* Children will not use the outdoor equipment as we cannot keep cleaning it. Each group is provided with a box of playground equipment that will be cleaned after it is used.
* Children will have some lessons like phonics/ spelling and some lessons that involves working independently as much as possible
* Children will not have lessons that involves any sharing of equipment. They will not use equipment like playdough. They can have small boxes of their own equipment like small Lego boxes but it can only be used by them at their individual desks and this will need to be deep cleaned at the end of each session.
* Children will go to the toilet one at a time and these will be cleaned after they have been used. Staff have routines and systems to manage this.
* Hand washing facilities are in every classroom and outside. Children will be encouraged to wash their hands a lot more times. They will wash as soon as they enter. We have hand sanitizer available too.
* Reception and year one children will enter and leave via the school main office out of the side door by the boys toilets (everything will be signposted) they will be in the year ½ classroom.
* Year 6 children will enter and leave at the top door by the old nursery entrance and by the girls’ toilets – they will go to the year 3/ 4 classroom.
* Key workers and assessed children will leave and enter via breakfast club door and they will use the year 5/6 classroom as their classroom.
* At 12.30 children in Rec, year 1 and year 6 who are not Key workers or assessed pupils will leave with their packed lunch.
* We have tight risk assessments in place and these are all available on the website if you want to look further.
* All staff have undertaken up to date First Aid training and each room will have a full first aid kit and trained staff.
* Staff will not wear masks or PPE and we do not want the children to either. Staff will have access to full PPE in the event of needing to carry out first aid or if a suspected case of COVID19 in their group occurs or a child or adult shows symptoms. All staff have received training in how to put on and remove PPE safely.
* No PARENTS or visitors are allowed past the metal gates. We ask parents to line and park behind the areas coned off. The staff will bring children out a group at a time and line them up along the path outside of school which is marked out at 2m distances with spray paint. The children will be asked to walk across to you so we ask parents to not drive away until all children are safely handed over to their parents. Please be on time for drop off and collection to help this run smoothly. If you are collecting children on foot we still ask you to stand behind the coned area to make it easier for staff to spot parents.

I hope this information helps make the return smooth. I am sure within a few days everyone will adapt to this. I have attached photos to show you visually what this plan will look like.

Thanks

Mrs Allan