



2.9.2020

Dear Parents/Carers,

Updated Information regarding the Full Opening of Wallands Community Primary School and in September 2020

I hope that everyone is enjoying the Summer break.

I wrote to you in July to share our plans for the safe return to school in September. These plans have been based on the outcomes of our extensive Risk Assessment (which can be found on our school website), and which follows the detailed Government Guidance.

The Government position continues to be that a full time return to school is planned for all children in September, so I thought it would be helpful to communicate this information again to all of our families.

There is a lot of information to share, and some has been updated since it was last circulated, so please do read this letter carefully. I will also place a copy on the school website, so that it is there to refer to when needed. Please note that everything contained in this letter is based on current guidance and therefore subject to change if that guidance changes.

The Government continues to acknowledge that it is not possible to expect young children to maintain social distancing and therefore a range of other protective measures must be put in place to ensure the safety of the school community.

As you will be aware from my previous letter, we intend to open to all year groups, starting with Year 1 to Year 6 on **Monday 7th September**, Nursery and Reception will be starting from the week beginning Monday 14th September, this is to enable transition visits to take place. Parents/carers of children starting in Nursery and Reception will have already received information about these visits.

While we will be fully open to all children in September and will be putting in place a broad and ambitious curriculum, there will be much that will be very different to how school was when we were last fully open in March of this year. Both staff and children will have to get used to new ways of working and learning and I recognise that these changes will have an impact on families too. We will all need to exercise continued patience and flexibility, particularly in the early days while we are getting used to new routines.

Summary of arrangements that will be in place in September:

- In line with DfE guidance children have been organised into 'bubbles' (groups). The 'bubbles' in place will be the size of a year group. Reception and Year 1 will form a 'bubble.'

Headteacher: Mrs Debbie Collis

Deputy Headteacher: Mrs Fiona Large

Wallands Community Primary School
Gundreda Road, Lewes, East Sussex, BN7 1PU
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The guidance suggests identifying each year group as a 'bubble' so the main control is to minimise sustained contact between year groups. The children will not mix with any children from other 'bubbles' during the day although they may share a space (hall, toilets or playground) but will be kept apart in that space.

- In Years 2 to 6 classrooms have been rearranged so desks face the front and children sit side by side instead of face on. Many soft furnishings and non-essential items have been removed.
- There will be staggered play and lunch times and each 'bubble' will play and eat together.
- Lunch will be in the Hall and the Dining Room and the catering team will be providing hot meals each day.
- Playtime and lunchtime will be staggered for the children and zones will be identified for each year group thus keeping the 'bubble' together and separate from other 'bubbles'.
- We have put extra cleaning of tables, chairs, door handles, light switches, books, toys, bannisters etc. in place during the day.
- Your child will be expected to wash their hands on arrival, before and after playtime, lunchtime, any outdoor activities, when they leave for the day and after they have coughed or sneezed. There are tissue and bin stations, hand sanitiser and soap in every classroom.
- Any external doors in the classroom and several windows will be left open for ventilation throughout the day so please provide warm clothing if the weather turns colder.
- There will be a staggered start and end to the day, to limit numbers of children and parents on the school site.

General guidance for all

- If you or anyone in your household has symptoms of Covid 19 – you must not come to school. Please follow the self-isolation information and call 111.
- Any child with symptoms must self-isolate for a period of at least 10 days and should be taken for a COVID 19 test as soon as possible. All other household members should self-isolate for 14 days.
- You must let us know immediately if your child displays any of these symptoms so that we can take appropriate action with regard to the rest of the class 'bubble'.
- The Government has placed a requirement to self-isolate for 14 days on anyone returning from certain countries. At the moment, this list includes Spain, France, Belgium, Holland and Malta (amongst others), but other countries are continually being added.
- This is a legal requirement, so please do not send your child to school if you have travelled to an affected country until the full 14 days quarantine has been completed
- You are encouraged not to use public transport but to cycle or walk to school if at all possible. If you have no alternative but to drive, please park legally and safely and refrain from leaving your engine running.

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- After-school club and breakfast club will have limited capacity in the Autumn term.
- After-school clubs will not run initially, as soon as it is safe for us, we will resume a full menu of after school clubs for all children.
- Please try to avoid the school reception if possible, we are more than happy to help over the phone or via email. If you do need to come to the reception, please ensure that there is only one person at a time in the porch area. If you need to wait, please do so at a distance of 2m where possible.
- Only 1 adult from each family to bring children onto site. If you have a sibling who can't be cared for anywhere else, then you are welcome to bring them but they must stay with you at all times.
- If you miss your time for drop off, you may need to wait until the current cycle has finished, then you may proceed. If you arrive after school has been locked, please go to the main reception where you will need to wait with your child until a school leader can escort your child to their class.
- Please stay 2m apart from others. There will be a queueing system and it might feel a bit like the supermarket.
- There will be a one-way system to follow entering the school at the Gundreda Road Gate and leaving via Hill Road Gate (see map which outlines this route). The Neville Road Gate will only be used by parents with a Nursery child. (For families who have a Nursery child and other children, the Gundreda Road Gate should be used).
- Parents/carers should not use the staff carpark or the area outside the reception area to park their cars. Only taxis dropping children at the Language Centre will be able to enter the site.
- Staff will be in the playground to take classes into the building. We respectfully ask you to leave the site immediately after dropping your child to their area and after you have picked them up at the end of the day.
- Please do not allow your children on any of the equipment – we may allow them whilst in school time but this will be under strict supervision, with stringent hygiene measures.
- Parents will not be able to enter the classroom – however myself, Mrs Mortimer and Mrs Large will be available and able to take any messages, and our admin team will be ready to forward any messages onto staff. Please do stay in touch with us about your child, we still want to hear, just differently. If you need to speak to a member of staff urgently, please telephone the office and explain your circumstances; we can take messages or call you back when we are able.
- Children are allowed to bring bags from home now but we ask that you minimise the things your child brings into school. They will only need to bring a lunch box (if having packed lunch), a water bottle, book bag and coat each day. PE kits need to come in on the first day and stay in school. All items should be clearly marked with your child's name.

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- All children will be given their own plastic wallet with their own equipment because they are not allowed to share equipment such as pens and pencils.
- Any equipment that does need to be shared will be cleaned thoroughly in between uses.
- If a child (or adult) exhibits symptoms of Covid-19 in school they will be removed from the classroom and kept separately and cared for until you can come and collect them. Please ensure we have up to date contact details and please ensure that you or someone on the contact list are contactable at all times during the school day. Should this happen, we will call Public Health England (PHE) who will advise further with regard to the rest of the class. A test should be carried out as soon as possible and the results notified to school, who will again seek advice from PHE. Parents will be kept informed in line with advice from PHE and in keeping with the rules of GDPR.
- Children should wear school uniform as usual.
- Attendance at school is expected from September and the government have made it clear that schools should be robust in their approach to school attendance. We are sure that most children and families will be happy to return to school, however, we also recognise that this might be a tricky time for a few children. If you have concerns or worries about issues which may impact on your child's attendance, please email into school to discuss them as soon as possible. Likewise, as school starts if you have any ongoing issues that you feel might adversely affect attendance please contact us so that we can support your child in getting back into school.

Coming to school and leaving at the end of the day

We politely ask that at both ends of the day, you leave the site immediately, following the one-way system, keeping your children close to you. We have worked hard to follow the guidance - please help us to continue this incredibly important strategy in order to keep everyone as safe as possible.

Staff will come into the playground at the allotted time and lead children into their classrooms. At the end of the day, staff will lead the children into the playground and will dismiss to their parent/carer.

Summary of start and end times for year groups.

	Start Time	End Time	Where parents should drop and collect from
Language Centre			Reception area at main entrance.
Pearl class	8.50 a.m.	3.20 p.m.	

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	Start Time	End Time	Where parents should drop and collect from
Nursery			
Sunstone class	9.00 a.m.	3.15 p.m.	Parents with only Nursery children should enter the school via the Neville Road Gate next to the Nursery. Parents with Nursery children who have older children to drop should enter via the Gundreda Road Gate and wait in the Reception courtyard, children will enter the Nursery via a new gate at the top of the Nursery stairs.

	Start Time	End Time	Where parents should drop and collect from
Reception			
Aquamarine class	9.00 a.m.	3.20 p.m.	Reception courtyard

	Start Time	End Time	Where to drop and collect from
Year 1			
Onyx Class	8.45 a.m.	3.05 p.m.	Side of Music room

	Start Time	End Time	Where to drop and collect from
Year 2			
Ruby and Jet classes	8.45 a.m.	3.05 p.m.	KS1 playground (not under the shelter)

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	Start Time	End Time	Where to drop and collect from
Year 3/4 Garnet, Opal and Topaz classes	9.00 a.m.	3.30 p.m.	Junior playground, to enter school via Year 3/4 doors.

	Start Time	End Time	Where to drop and collect from
Year 5 Amber and Emerald classes	9.10 a.m.	3.40 p.m.	Junior playground, to enter school via Year 5/6 doors.

	Start Time	End Time	Where to drop and collect from
Year 6 Amethyst and Quartz classes	9.10 a.m.	3.40 p.m.	Junior playground, to enter school via Year 5/6 doors.

Parents with more than one child to drop:

Parents should enter the school site via the Gundreda Road Gate and drop the child with the earliest start time at the relevant area. Other children can then be dropped at the Extended School Room, where staff will be waiting to supervise them in their 'bubbles' and take them to the relevant areas when it is the appropriate time.

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Guidance for parents about the full opening of schools at the start of the autumn can be found: <https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

We recognise that children may have some worries as they return to school and we would like you to complete the following questionnaire, this will enable staff to be aware of any particular difficulties for children as they start back at school and ensure we can put the appropriate support in place:

<https://forms.gle/MGiepNcZd7CMueWE8>

If you have any queries or concerns, please contact us so we can discuss them with you. We are really looking forward to seeing you again on **Monday 7th September!**

Yours sincerely,

Debbie Collis

Headteacher

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