



14<sup>th</sup> July 2020

Dear Parents

## Arrangements for September 2020

We are delighted that in September all children will be coming back into school and we are very much looking forward to seeing them all again.

We have all been working hard to ensure that the transition back to school is as smooth and as safe as possible. We have completed a comprehensive risk assessment which has been agreed by governors and is now available on our website, should you wish to view it.

<https://www.owlsmoorprimary.com/page/?title=Policies+and+Admission+Information&pid=67>

I have also discussed our plan – which I am about to share with you – with governors as well.

Once in school, each year group will form its own ‘bubble’, and in Early Years the reception classes and the nursery will form an EYFS bubble. In our Breakfast and Out of School Clubs there will be an EYFS / KS1 bubble and a KS2 bubble. Both these arrangements are permitted under the government’s guidelines. Further information regarding our Breakfast and Out of School Clubs will be sent to those parents who have made an enquiry.

Everyone should be returning to school on Wednesday 2<sup>nd</sup> September and the timings for staggered starts and finishes are as follows:

<u>Year Group</u>	<u>Start</u>	<u>Finish</u>
YN	9.00	3.00
YR	8.45	3.10
Y1	8.55	3.20
Y2	8.50	3.15
Y3	8.45	3.10
Y4	8.40	3.05
Y5	8.35	3.00
Y6	8.30	2.55

Children will go straight into their classrooms where the teacher will be waiting for them. As a result there will not be any teachers on duty in the playground in the morning.

If you have siblings with different starting and finishing times, please adhere to the earlier times for starting and finishing.

Please also adhere to the one-way system which has been implemented in the school since June 2<sup>nd</sup>, but which I have now slightly amended in order to reduce the increased number of parents and children on the site at any one time. To recap, we are asking that only one adult drops off and picks up their child and that, where possible, other siblings who are not coming into our school are not with them. We have decided to integrate the gates from Birkbeck Place into the system and request that parents and children either enter the school through the pedestrian gate and make their way around the outside of the classrooms until they reach their particular classroom, or enter the school ground via the gates from Birkbeck Place, walk down past the cycle sheds and down the steps into the ball playground, joining the one-way system until they reach their classroom. Nursery and reception children will be the only group of children who may enter through the pedestrian gate and then cut through to the reception/nursery outside area. We ask that all nursery and reception children do not use the Birkbeck Place entrance as they would then be going against the flow of traffic. Once children have reached their classrooms, parents can either exit through the nursery/lollipop gate or make their way up through the top playground and exit through the Birkbeck Place gate.

We would really appreciate your cooperation in maintaining this one-way system and would also ask that parents ensure that, as far as possible, both they and their child maintain at least a 2-metre distance from other parents, other children and staff members when on the school site.

Children should come to school in school uniform as government guidance states that there is no requirement to wash uniform more often than normal.

In KS1 and KS2 children should bring all stationery equipment in a regular-sized, named pencil case to avoid sharing equipment with others – it would be helpful for these to include a pencil, some pencil crayons, a pencil sharpener, a small ruler and a glue stick. We also request that KS2 children bring in their own named sanitiser if possible.

Once the children come into school, they will be asked to use the classroom's sanitiser straight away, and then throughout the day there will be frequent reminders about washing hands, sneezing into elbows and placing any tissues into the lidded pedal bins provided in every classroom.

Throughout the day there will be frequent cleaning of the toilet areas, and at the end of the day all rooms will be cleaned by our cleaning contractors in line with guidance.

For the first three weeks of the new term, there will be picnic lunchboxes available to order on-line from Harrisons, our new meals contractor. These will be collected and distributed by school staff, and all children will eat their packed lunches in their classrooms. Both playtimes will be taken outside and within each year group's designated outdoor space.



The children will be spoken to about appropriate behaviour during this COVID-19 period, in particular, the importance of following the new rules. It is important for parents to be aware that any behaviour which compromises the safety of others – for example, children deliberately mixing with other bubbles when they are aware that this is not allowed – will be taken very seriously. It would be helpful if parents could talk to their children at home about the importance of them following the rules in order to keep everyone safe.

Another precaution that we are taking is keeping external visitors to the school to an absolute minimum. This means that parents should not enter the school building. If you have a query, please can we ask you to phone the school office rather than coming into school in person or email [secretary@owlsmoorprimary.com](mailto:secretary@owlsmoorprimary.com). Classroom doors have tape lines to indicate two metres away from the doors – we politely request that parents stay behind these markers when dropping off and collecting. If you would like to have a conversation with your child's teacher, please leave a message with the office and the teacher will return your call.

We are also anticipating that our autumn parent–teacher consultation is likely to be online or by phone.

At the moment there will be no after school clubs running and we will let you know when they will be restarting.

If we have a suspected case of COVID-19, we will follow the government's guidance on how to manage this in school. What is really important is that we have an up-to-date mobile number for you at all times, in case we have to contact you. I have attached a flow chart outlining Public Health England South East Health Protection Team's guidance. I have also attached a link to the document 'Stay at Home: guidance for households with possible or confirmed (COVID-19) infection':

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

I know that this letter is lengthy and contains a lot of information. Please take the time to read it carefully and share the relevant bits with your children.

Thank you for your continued support and may I wish you all a healthy, sunny summer break.

Yours sincerely

EA Cole (Mrs)  
Headteacher

