

# Littledean Church of England Primary School

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*Loving one another, building each other up*

28<sup>th</sup> August 2020

Dear Parents

We hope that you have managed to have a good summer break and are now looking forward to getting back to our new 'normal'. We are very much looking forward to welcoming the children back to school in the next few days and we hope that they are also looking forward to returning and seeing their friends and teachers.

As you will be aware from the letter that was sent out in July, in order to make the school as safe as possible for all concerned we have introduced a number of different procedures that will need to be followed which will be outlined in this letter.

## **School Start and Finish Times**

In order to keep the number of people on the school site to a minimum we will need to implement a staggered start and end for the school day.

<b>Class</b>	<b>Start Time</b>	<b>Finish Time</b>
Pre-School	8.45	2.45
Holly Leaves	9.00	3.20
Holly Berries	8.50	3.10
Chestnut	8.40	3.00
Maple	8.30	2.50

For those children who are new to Reception for the first few weeks in September they will be following their transition timetable which has been sent separately. Where families have siblings in different classes we appreciate that staggered start and finish times are not practical so would ask that you choose one of the start times and finish times indicated above and drop off/pick up all siblings at that time – the teachers will be available in their classes to receive them and see them out. We will be operating a 'drop and go' policy and would ask that once you have dropped off/picked up your child that you leave the school site as quickly as possible as space in the back playground is limited.

Children will enter and leave through their normal class doors. We will not be allowing any entry to the school through the front entrance. If your child is late for school and the classroom door is closed then please take them to the school office as normal to be signed in.

## **Class Bubbles**

The children will remain in their class bubbles and will not mix with other classes.

## **Illness**

If your child is unwell before the start of the school day, please do not bring them into school. Please phone the school office and let a member of staff know exactly what symptoms your child is exhibiting, even if you do not suspect Covid-19.

If your child becomes ill during the school day, we will ask to you come and pick them up as soon as possible. We will request that you access a Covid-19 test and follow the government guidance [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#).

The most important symptoms of coronavirus (COVID-19) are recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

For most people, coronavirus (COVID-19) will be a mild illness. However, if you have any of the symptoms above you must stay at home and arrange to have a test to see if you have COVID-19. Information on how to access a test can be found online at [www.gov.uk/get-coronavirus-test](http://www.gov.uk/get-coronavirus-test).

### **Lunchtime**

For at least the first term we will not be offering hot school dinners. We ask that the children bring a packed lunch to school or one can be ordered from Caterlink. Children in the infants who are entitled to Universal Free School Meals will be provided with a packed lunch from Caterlink, or you can provide them with one if you would prefer.

Lunchtimes will operate on a staggered basis with each class having their lunch and playtime separate to the other classes.

### **Curriculum**

There has been a lot of coverage in the media about the need for children to ‘catch up’ on missed learning due to the lockdown. As a school staff we also believe that this is hugely important but not to the detriment of providing a broad and balanced curriculum which takes into account children’s social and emotional needs as well as their academic ones. With this being the case, we intend to assess the children when they return to school to find out what their gaps in learning are and will then build a curriculum around what it is that they need to know. We will continue to teach subjects such as art, history and science and embed English and mathematical skills within these where possible.

### **Uniform**

We expect that in September all children will wear their school uniform as normal.

### **PE**

In order to minimise close contact in confined spaces like cloakrooms we are asking that children wear their PE kit to school on the day that they have PE. It is acceptable for children to wear jogging bottoms if the weather is cold, their house coloured plain t-shirt, school jumper/cardigan and trainers/daps.

<b>Class</b>	<b>PE Day</b>
Holly Leaves	Monday
Holly Berries	Wednesday
Chestnut	Tuesday
Maple	Thursday

### **Visitors to School**

We will be limiting the number of visitors to school to essential visitors only and only through pre-arranged appointments. We will gather information on all visitors to the site to enable us to support the NHS Test and Trace program.

### **Hygiene Measures**

Rigorous hygiene practices will be in place across the school. Children will be required to wash their hands when they arrive at school and also before leaving to go home. They will also wash their hands at various intervals throughout the day. Resources and equipment will be washed thoroughly between uses.

### **Contact with School Family Support Worker (Mrs Webb)**

Due to limiting the number of visitors to the school site, Mrs Webb will not be meeting face to face with parents. She will continue to work with families using the remote methods that have worked so well during lockdown. Mrs Webb's contact details are:

[swebb@littledean.gloucs.sch.uk](mailto:swebb@littledean.gloucs.sch.uk)

Tel: 07309945995

Mrs Webb will continue to work remotely with the children that she supports and she will contact you directly to talk about how this will work.

### **Reading Books and Resources**

The children will be provided with their own resources which they will keep in a pack to only be used by them. Some resources like mathematical equipment may need to be shared but will be thoroughly cleaned between uses.

We will be sending reading books home as this is an essential part of children learning to read and also developing a love of reading. We will send home a reading record for you to keep at home and record when you listen to them read. We ask that this does not come back into school as class teachers will keep their own records. When your child brings a reading book back into school it will need to be 'quarantined' for 48 hours before we can send it home with another child. This will obviously have an impact on the number of reading books available and we ask that you bear with us as we try to manage our resources as effectively as possible. Your child's class teacher will let you know on which days your child will be able to change their reading book as this will be on a rota basis.

Children must not bring in any objects from home such as toys etc... When they come into school the only items that they will need to bring with them are coat, packed lunch and reading book.

### **Communication with Teachers**

We are aware that often the school reading record book is used to pass on messages between home and school. While this is not possible we ask that any messages that need to be passed on are either emailed to [admin@littledean.gloucs.sch.uk](mailto:admin@littledean.gloucs.sch.uk), passed on through Mrs McGoldrick, who will be in the back playground in the morning, or leave a message on the answer phone. Parents may also still use the class email addresses to communicate with class teachers, however these will not be checked before the start of the school day.

If you wish to talk to a teacher or member of staff about something, please phone the school office to arrange a time for a phone conversation at a mutually convenient time.

### **Homework**

Due to the issues around sending paper back and forth between school and home we will be setting homework a little differently. We will still be providing a homework grid with a selection of activities however this will be published on the school website. We ask that children either complete the homework activities on paper and then parents photograph it and send to the class email account or complete it on a computer and email to class teacher. If this is really challenging then as a last resort homework could be completed on paper and sent into school but the class teacher will not be able to send it back home.

We are intending to implement a remote learning platform which will make completion and submission of homework much easier. We will be able to give you more information on this in the near future.

### **Letters**

From September there will be no paper letters sent home. They will be emailed to all parents and a copy put on the school website: [www.littledeanprimary.co.uk](http://www.littledeanprimary.co.uk). It is essential that we have your correct, up-to-date email address to ensure that this system works effectively.

Permission forms will have to be submitted electronically and we will advise you in September how this will be managed.

**Holiday Requests**

We understand this this may be upsetting for some families but the government guidance remains very clear that we cannot authorise holiday requests so any requests that are submitted will not be authorised.

We appreciate that this is a lot of information to take on board and we thank you in advance for your support and patience as we attempt to make the best of what is an extremely challenging situation.

Please do contact the school if you have any questions or concerns about the new procedures. We look forward to seeing you all again on 3<sup>rd</sup> September.

Yours sincerely

Hayley McGoldrick  
Head Teacher