



# Urchfont C. E. Primary School

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26<sup>th</sup> August 2020

Dear Parents,

We hope that the summer break has been enjoyable for you and your family. The weather has been varied to say the least. Staff have managed a few weeks break but our attention has now returned to the reopening of school to all children next week.

At the end of the summer term, I wrote to you outlining the procedures we would be putting into place to keep the children and staff as safe as possible during these unprecedented times. These procedures may change as the term progresses but I hope the document sent to you will help reassure you and answer any questions you may have. I have also attached an addendum to the school's Behaviour Policy. This follows the recommendations from the Wiltshire LA. I am asking that you share the expectations from this addendum with your child/ren as they are specific to the current situation.

I wanted to highlight a few points from these documents.

1) We will have staggered arrival and collections times. Please keep to your child's allocated times as it is the school's responsibility to limit the interaction of both children and adults on school grounds. The arrival times are: -

8.45am – Owls - please enter school via cloakroom

8.55am – Woodpeckers – please enter school via garden room

9.05am – Robins – please walk through the Sunflower gate and enter school through the outdoor classroom. Mrs Underwood will greet the children on the playground. No parents will be allowed into school.

9.05am – Chaffinches – please enter school through the fire door to your classroom

For families with children in more than one-year group, please bring all your children at the earliest slot so you can drop and go.

Collection times are: -

3.00pm – Owls

3.10pm – Woodpeckers

3.20pm – Robins & Chaffinches

Families with children in more than one-year group, can collect all of their children at the earlier slot. At all times, we are asking parents to keep social distancing and not to stop and chat with others.

If your child is in Year 6 and you wish for them to walk to and from school on their own, please can you contact the school office to inform them of your permission.

2) Please keep to the one-way system for dropping off and collecting your child/ren. We are asking that only one parent accompanies their children to school. Please can you walk up the school pathway from the green and onto school premises. Then we are asking the children to wait in line and enter the school building as indicated above. We are asking parents to leave down the school driveway or across the field (if dry) for YR and Y1 parents. At the end of the day, please come up the school driveway and after collecting your child and leave via the school pathway.



This one-way system will need to be used because of the narrowness of the school pathway from the green.

- 3) We are asking children to limit what is brought from home to school and visa- versa on a daily basis.
  - one bag for carrying their belongings if required
  - packed lunches in a lunch box
  - home to provide water bottles, please sanitize daily – school will no longer provide children with cups
  - reading books can now be sent home on a regular basis – however, the number sent home each week will need to be reduced as the books will need to be isolated on return to school. Because of this, a daily turn-over of books for Robins and Chaffinches classes will not occur.
  - home Learning will resume but may be limited to begin with
  - if a bubble is to do PE, we will ask that they wear their PE kits to school – teachers will inform their bubbles the first week back when this will be.
- 4) We are asking parents to provide a named pencil case to be brought and left in school – we will provide the stationary for each child. We suggest a small, plain plastic pencil case, approximately 20-30 cm, will be ideal and would help enormously with day to day organisation. The reason why each child will be provided with a stationary pack is because they are not allowed to share equipment. Where it is necessary for pupils to share equipment or resources they will be sanitized and cleaned after use (and left for 48 or 72 hours between use where applicable).

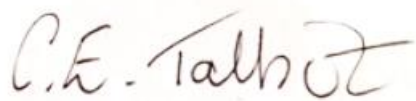
Lunches provided by Edward and Wards will be a packed lunch initially. These will be ordered on a daily basis. All children can order a lunch. Those children in YR, 1 and 2 will continue to receive the universal free school lunch as well of those eligible for free school lunches. The free fruit scheme for YR, 1 and 2 will resume. All other year groups may bring a piece of fruit for break-time if they wish.

There has been much speculation in the media, on what will happen if there are local outbreaks of Covid-19. I can assure you that we will follow any guidance that is issued by the local Public Health team. However, we all have our part to play in ensuring that school remains open to children. The first point in the Behaviour Policy addendum states "Parents and carers must not send their children to school with any symptoms of illness, however mild, including fever, diarrhoea, nausea, sore throat, cough, loss of smell/taste, rashes etc. The school reserves the right to refuse entry to any pupil where there are legitimate concerns regarding the health of a pupil. It will be the parent's responsibility to collect their child within a 30-minute period where the child becomes unwell or appears unwell." Therefore, I am asking parents not to send your child to school with any illness. This policy is mirrored for staff. As this is the case, there might be occasions when we do not have staff to teach classes. Those classes will need to remain at home and continue their learning using the Google Classroom. Children will have access to the classwork whether they are self-isolating at home with their families, the class cannot attend school or whether the school is closed.

If you have any other queries, please contact the school office and we will try to answer these as quickly as we can.



Yours Sincerely,

A handwritten signature in black ink that reads "C.E. Talbot". The signature is written in a cursive style and is placed on a light-colored rectangular background.

Mrs CE Talbot  
Head Teacher

