



1st January 2021.

Dear Parents and Carers,

RE. Return to school on 4th January 2021

On 30th December 2020, the government informed us that there will be a phased return to school for secondary school pupils, however the majority of **primary pupils will still return on 4th January 2021**. The rationale for this is that the infection rates for secondary aged pupils is particularly high and a staggered start will allow more time to roll out the mass testing of secondary aged pupils.

Since we broke up at the end of the last term there have been rising infection rates, a new COVID variant and we find ourselves in Tier 4 restrictions. Taking all of these additional elements into account we have revised how we will be operating from 4th January 2021, putting into place additional measures to ensure we are even more COVID secure.

Grouping Children

- *Bubbles have been changed as follows:*



- *We are able to separate Year 3 and Year 4 as they have different entrance and exit points and also have their own set of toilets; we will also be splitting the playground in two so that Year 3 and 4 children do not mix.*
- *Year 1 and 2 are the same bubble because they share toilets although we will be cleaning between year group; we will also be splitting the playground so that Year 1 and 2 play separately.*
- *Year 5 and 6 share the same entrance, exit and toilets although we will be identifying specific cubicles, urinals and sinks to separate each year, we will also be splitting the playground so that Year 5 and 6 play separately.*
- *By making these extra changes it will be easier to pinpoint specific children who could potentially have had close contact with an infected person and therefore reduce the need to close whole bubbles*

Arriving & Leaving School

- *To minimise the number of people from the community entering the school we ask that only one parent/carer accompanies their family into the school premises*
- *Gates open at 8:20am with registration at 8:45am for all year groups – please avoid lining up outside of the gates and instead use the 25-minute window to stagger your drop off times*
- *Once you have dropped off your child please avoid congregating in groups outside of the school gates*





- *When waiting for your children at the end of the day, please ensure that you socially distance and avoid letting children touch or use the climbing wall and trim trail*
- *We politely ask that you continue to wear a face mask when dropping off and picking up your children – if you would like your child to also wear a face mask when entering and exiting the school please ensure you provide them with a disposable bag to put it in when they are in class*
- *Staff on the gates will be wearing face masks as will the teachers when they dismiss your children at the end of the day*

Break & Lunch Times

- *These will be staggered so that children remain in their bubbles; playgrounds will be split so that each year group has a dedicated space to minimising mixing between year groups*
- *Lunch will continue to be taken in the children's classrooms*
- *If children would prefer to wear a mask at break and lunch they can provided they have a disposable bag to put it in and wash their hands as soon as they have taken it off and put it away*

Protective Measures

- *Staff will be required to wear masks when they enter and exit the school and must wear face shields when inside the school*
- *Every classroom has hand sanitisers with 70% alcohol on the entrance*
- *Only essential visitors to the school will be allowed in and will be required to complete a track and trace document and wear PPE*
- *Fire door retainers have been ordered so that we can keep shared touch points open safely*
- *Extra barriers have been purchased to separate the playgrounds*
- *Children and adults will be expected to continue to clean their hands thoroughly more often than usual*
- *Bubbles will have their own allocated toilets which will be cleaned more regularly*
- *No whole school assemblies – assemblies will continue to be held via Zoom into the classrooms*
- *If a child needs first aid or intimate care, staff will wear PPE*
- *Children have their own allocated stationary in school – they will not be allowed to bring in their own*
- *Children should only bring in essentials (coat, water bottle, book bag, PE kit and plastic wipeable lunch box if needed)*

Uniform

- *Children will be expected to wear the school uniform.*
- *On a PE day we would like children to wear their kit so that they do not need to change. We are mindful of the weather so suggest tracksuit bottoms or joggers.*





Breakfast and Extra-Curricular Clubs

- Children from different bubbles are separated into different areas in the hall and have a set of resources to use that will not be shared with other groups.
- Children will continue to enter breakfast club from the side of the building (EYFS waiting area).
- We will continue to run after school provision to 5pm until the end of this half-term unless uptake improves, thereafter it will run until 4pm; Sport clubs and music tuition will continue.

Visits to the School

- The office will be closed for face to face visits. If you would like to speak to the office, a teacher or senior leader please phone 01553 774147 or email office@gaywood.norfolk.sch.uk
- Face to face meetings with members of staff will not take place.

Home Education

- Should we have another lock down or if children are required to work from home we will set work as appropriate and within guidelines. Work will be set and assessed via Class Dojo.

Illness

- If your child is ill, please contact the school straight away
- If any child shows symptoms of COVID-19, they will be moved to a dedicated room and parents/carers will be called to pick them up.
- If a child or adult tests positive for the virus, you will be informed and the NHS Test and Trace system will be used.

Government have said that it is vital that children and young people attend school and college, for their educational progress, for their wellbeing, and for their wider development. School attendance is now mandatory again. This means that it is your legal duty as a parent to send your child (if they are of compulsory school age) to school regularly if they are registered at one.

For further information about the reopening of schools please click this link <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#return-in-January>

We thank you for your continued support and look forward to seeing you and your children on Monday 4th January 2021.

Kind regards,

A handwritten signature in black ink, appearing to read 'Neil Mindham'.

Mr N.Mindham (Headteacher)

