



26th February 2021.

Dear Parents and Carers,

RE. Full reopening of school on Monday 8th March 2021

I am pleased to inform you that, following the announcement from the Prime Minister on Monday 22nd February 2021, **we will be reopening to all pupils on Monday 8th March 2021.**

The Department for Education (DfE) have produced a comprehensive guide that schools need to follow to ensure that our settings are COVID secure. This letter explains the steps we are taking to make sure our school is taking the precautions needed as set out by the Department for Education.

Attendance

- *It will be a legal requirement for you to send your child to school unless your child is unable to attend in line with public health advice.*
- *Government state that it is a parents' duty to secure their child's regular attendance at school*
- *If your child has a letter saying they need to shield because they are clinically extremely vulnerable (CEV) please inform the school*

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. Your whole household will need to self-isolate for ten days or until a negative test result has been received.*
- *If a child or adult tests positive for the virus, you will be informed and the NHS Test and Trace system will be used.*

Grouping Children

- *Children will be separated into phase bubbles as detailed below:*



- *Children will be with their class teacher and will be able to mix with children in their own bubble, where possible we will keep children in their own classes.*
- *In classes, children will be seated facing the front, avoiding face to face contact (not Reception and Year 1).*
- *As far as reasonably possible, children will not be mixing with children from other bubbles.*





Pupil Wellbeing

- All classes will be taking part in additional PHSE work in order to support their return to school.
- Our Pastoral Support Worker, Mrs Wardill, will be on hand to support individual and small groups of children.

Arriving & Leaving School

- Only one adult is permitted to come to the school – please wear a face mask.
- We ask that adults do not congregate outside of the school.
- In order to facilitate social distancing, we will be opening school from 8:30am with registration at 8:50am for all year groups
- Times for different year groups leaving the school will be staggered to support social distancing – see table below:

	Finish Time	Pick Up Point
Reception	2:55pm	Outside EYFS
Year 1 & 2	3:00pm	Key Stage One Playground (access through KS2)
Year 3	3:05pm	Key Stage Two Playground
Year 4 & 5	3:10pm	Key Stage Two Playground
Year 6	3:00pm	Key Stage Two Playground

Break & Lunch Times

- These will be staggered so that children remain in their year groups
- Lunch will be taken in the children's classrooms – any food ordered via Parentpay will be taken to the classroom (this must be pre-booked by the Sunday for the week ahead).
- A three-week menu can be found on our website (Parents > School Meals).

Protective Measures

- All school staff take a 'Lateral Flow Test' twice a week at home which enables us to see if they are asymptomatic (have the virus but do not have any symptoms)
- Children and adults will be expected to clean their hands thoroughly more often than usual
- Enhanced cleaning schedule
- 'Catch it, bin it, kill it' approach will be promoted (with pedal bins in all classrooms)
- Where possible, year groups will have their own allocated toilets
- No whole school gatherings – assemblies will be online
- If a child needs first aid or intimate care, staff will wear PPE
- Children will be allocated their own stationary in school – they will not be allowed to bring in their own
- Children only have to bring in essentials (coat, water bottle, book bag, PE kit and plastic wipeable lunch box if needed)





Curriculum

- We will resume teaching our broad and balanced curriculum of all National Curriculum subjects
- Teachers will identify any gaps in learning and teach to these gaps in addition to the normal year group teaching
- P.E. will be modified to avoid contact sports and to, where possible, be outdoor sports – Children will be asked to wear their PE kit on the day that they have PE
- Music lessons will be adapted so that they follow new regulations

Reading Books & Homework

- Your child will be given a reading book by their class teacher at the level that they are currently working at. When a child has finished it, they should return it to the class teacher who will leave it for 48 hours (72 for plastics) and return it to the library.
- Homework will be set and marked with feedback via 'Class Dojo'

Behaviour & Uniform

- We have adapted our current behaviour policy to reflect new rules and approaches, this can be found on our website (About Us > Policies).
- Children will be expected to wear the school uniform.

Breakfast and Extra-Curricular Clubs

- We will be resuming all clubs from Monday 8th March 2021.
- All sports clubs can be booked via the website (these will go live at 6pm on Friday 26th Feb 2021)
- For breakfast club, children from different year groups will be separated into different areas in the hall. They will have a set of resources to use that will not be shared with other groups.
- Children will enter breakfast club from the side of the building (EYFS waiting area).
- Sports activities for different year groups can be seen in the table below:

	Breakfast Club (7:30am – 8:30am)	After School Care (3:00pm – 4:00pm)	Sports Club (3:00pm – 4:00pm)
Monday	All Year Groups	All Year Groups	Year 5 & 6
Tuesday			Year 1 & 2
Wednesday			Year 3 & 4 (3:10 – 4:10)
Thursday			Year 1 & 2
Friday			Year 5 & 6

School Trips & Visits

- All school trips and visits (including residential) have been cancelled for the foreseeable future.

Visits to the School

- The office will be closed to all but pre-arranged visits. If you would like to speak to the office, a teacher or senior leader please phone 01553 774147 or email office@gaywoodprimary.co.uk
- Face to face meetings will be avoided where possible.





Remote Education

- *If children are self-isolating and are not showing symptoms, or if we go into another lockdown, we will set work as we have been doing via Class Dojo.*

Assessment

- *All statutory assessments have been cancelled, however we will be assessing children to find out where their gaps are in order to address these and to inform teacher assessment at the end of the academic year.*

We thank you for your continued support and look forward to seeing you and your children on Monday 8th March 2021.

Kind regards,

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

Mr N. Mindham
Headteacher

