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21 May 2020

Dear parent / carer

Return to school 1 June

Further to my recent letter here are more details about the proposed return to school in June, as promised.

Staggered return

In order to establish safe and manageable routines as quickly as possible we will ask year groups to return on different days so that we can build up slowly:

Year 6 and Key Worker / vulnerable children Monday 1 June

Year 1 Tuesday 2 June

Reception Wednesday 3 June

All other year groups will be set Distance Learning as at present.

Arriving at school

Please can one adult bring your child to school - do not let them walk to school on their own or with friends. The government recommends against taking public transport.

Reception children are to arrive at 8.30 via the main pedestrian gate. Parents should socially distance in the car park and allow children to enter school on their own, via the Reception gate, Diamond Building or Nursery (you will be told which group your child is in in a separate letter).

Year 1 children are to arrive at 8.45 via the KS1 gate by Howard Road park. Parents should enter the KS1 playground and socially distance there allowing children to enter school on their own, via the Year 1 entrance (Mrs Pendle's class) or via the Year 2 entrance (Miss Postlethwaite's class). Further details will be provided to you in a separate letter.

Key Worker / vulnerable children are to arrive at 9.00 via the main gate. Parents should socially distance in the car park and allow children to enter school on their own via the main entrance.

Year 6 children are to arrive at 9.00 via the KS2 playground gate. Parents should enter the KS2 playground and socially distance there allowing children to enter school on their own via the rear of the Upper School block (entry through the fire doors). Again, you will be advised of specific details for your child in a separate letter.

Headteacher; Mr N Blackwell BSc NPQH



School Uniform

Children should wear school uniform on their return to school, even Key Worker children who have had a bit of a uniform holiday. This is a key part of reminding children of our school values of love, respect and responsibility. Clothing should be washed as regularly as possible please.

At the moment children and staff are not expected to wear face masks or any other protective clothing.

Social Distancing

In order to be as safe as possible children will only mix with the same small group of children and adults each day. Groups will be a maximum size of 15 but in many cases will be much lower, and children will stay with this 'bubble' of children each day. Each bubble will use the same classroom each day and much of their time will be timetabled outside. Desks and work spaces will be spaced out, break times and lunch times will be staggered, play areas will be 'zoned', and there will be a one-way system around the school to reduce interactions. We politely ask that all parents also respect social distancing whilst they are on the school site.

Wrap Around

Wrap Around will be available as usual Monday to Friday but just for Key Worker children, in the Nurture room (access via the main office entrance). This provision must be booked 24 hours in advance via the Office in order to ensure staffing. Unfortunately no Wrap Around is available on Friday afternoons.

Hygiene

There will be additional cleaning and hand washing routines each day and children will be advised to frequently wash their hands to reduce risk of infection.

Meals at school

Hot school dinners will be provided as usual for those who pay and for children entitled to free school dinners and these should be booked in the usual way. A packed lunch may be brought instead.

Belongings

Children should bring the minimum to school, unless advised by their teacher. We would expect them to dress for the weather and bring a coat or a sun hat as required, and a water bottle which should be cleaned regularly. Indoor shoes should be worn as usual. They should not bring a pencil case to school as their own personal equipment will be provided in the classroom. Due to the hopeful warm weather children should have sun cream, which they can apply themselves.

Collection from school

Please can one adult collect your child from school - do not let them walk home on their own or with friends. The government recommends against taking public transport.

Reception children are to be collected at 3.00pm via the main gate. Parents should wait in the car park with social distancing and allow children to come to them.

Year 1 children are to be collected at 3.15pm via the KS1 gate by Howard Road park. Parents should wait in the KS1 playground with social distancing and allow children to come to them.

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Key Worker / vulnerable children are to be collected at 3.30pm via the main gate. Parents should wait in the car park with social distancing and allow children to come to them.

Year 6 children are to be collected at 3.30pm via the KS2 playground gate. Parents should wait in the KS2 playground with social distancing and allow children to come to them.

Closure of school on Friday afternoon

Schools have a legal obligation to provide PPA time for their staff (Planning, Preparation, Assessment time) and usually this is provided by cover during the week. In order to provide this during the current crisis, and in order to follow guidelines limiting the numbers of adults that children work with, **we will be closing the school at lunchtime on Fridays.** Children will need to be collected as above but at the following times, after the children have had lunch:

Reception 12.20pm

Year 1 12.40pm

Key Worker children 1.00pm

Year 6 1.15pm

This will allow for additional cleaning of the school.

Attendance

Government guidance says that children are expected to attend school if it is able to be open. There is therefore an expectation that children in these year groups will be in school, and no Distance Learning will be set for them from now on as staff are back in the classroom.

We understand that this is an emotive issue and where parents are choosing not to send children to school at this time **please confirm to the school in writing by email before 1 June so that we are aware of your decision.** Parents will not be penalised if their child does not attend school but if we are expecting children to be in school then we will follow our usual attendance monitoring procedures.

Distance Learning exceptions

The only exception where we will still set Distance Learning in the year groups attending school are where children are being kept away because they are clinically extremely vulnerable (an existing known condition) or where you are shielding a member of the household who is clinically extremely vulnerable (a doctor's letter will be needed as proof). Again, **please confirm to the school in writing by email if this is the case,** so that we can make suitable arrangements.

Nursery

At present we are not able to open Nursery as we are using it as a teaching space for Reception.

We are hopeful that we may be able to offer some provision in July – **please contact us in writing if you are interested in accessing a place.** In the meantime, work will continue to be set via Tapestry as present

Years 2, 3, 4 and 5

Work for these year groups will still be set remotely via Class Dojo as present. The teachers communicating with you might be different to usual as the Year 2 and Year 5 teachers will be in school teaching other children. Year 3 and Year 4 teachers are in school on a rota teaching the children of Key Workers which will limit their time to respond to posts.

Headteacher; Mr N Blackwell BSc NPQH



Key Worker and vulnerable children

These children will be taught in the Year 3 and 4 classes, with one KS1 class and two KS2 classes. If you have not used this service before and have now returned to work please provide proof to the Office that you are eligible.

In case of illness

Please do not send children to school who are displaying any symptoms of coronavirus. Seek medical advice and self-isolate at home if required. If a child becomes ill at school then we will move them to the medical room and ask you to collect, using the emergency numbers which we have for you. **Please advise us if your telephone numbers have changed.**

Queries

Please try to avoid popping into the office as much as possible. Telephone them if you have a question, 01295 262507, or use email office.3262@st-leonards.oxon.sch.uk and your message will be forwarded on to the best person to help.

Additional advice

Guidance is changing all the time but below is a link to guidance for parents at this time

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

We will post our Risk Assessment alongside this letter.

These are challenging times indeed and our wish is to make the return to school as safe and enjoyable as possible for all our children and staff. We are here to work with our families to prepare children the best we can for “life in all its fullness” and we hope that it won’t be too long before we can all safely be together again in our lovely school.

Yours sincerely

Neil Blackwell

Head Teacher

Headteacher; Mr N Blackwell BSc NPQH

