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Dear Parents

I apologise for the length of this letter, however there is much information that I need to provide for you on the return to school of your children.

As you know, we are all returning to school full time, unless there is another local or national lockdown in the future. We have been working hard to ensure school is safe for all children and staff to return.

Here is the link to the DFE guidance if you wish to look through the information with have been working with yourselves <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

## Term 1 plans

As you know we have put in place staggered timings to the start and end of the school day as well as break and lunchtimes.

These are the times for each class for arrival and departure of school Autumn Term 1

Bubble Class	Miss Wingett's	Mrs North's	Miss Hake's	Mrs Leonard's	Mr Garcia	Cwtch group
Classroom	Own	Own	Own	Own	Own	C Kitchen, Cwtch and Sensory room
Time of entry	9.05	9.00	8.45	8.50	8.55	9.10
Entry/exit	Gate to pathway	Entrance to cloakroom	Entrance to cloakroom	White hall door	White hall door	Entrance to Hall green doors
Times of break	10.15 – 10.30	10.15 – 10.30	10.15 – 10.30	10.15 – 10.30	10.15 – 10.30	10.45 – 11.00
Time of lunch	12.00 – 1.00	12.10 – 1.10	12.20 – 1.20	12.30 – 1.30	12.40 – 1.40	12.20 – 1.20
Afternoon break	2.05 – 2.15	2.05 – 2.15	2.15 – 2.25	2.15 – 2.25	2.25 – 2.35	2.25 – 2.35
Time of leaving	3.25	3.20	3.05	3.10	3.15	3.30
Toilets to be used	Boys Reception	Girls Reception	Girls Reception	Boys KS1 corridor	Girls KS1 corridor	SEN toilet

Bubble Class	Mr Evens's	Miss Moore and Miss Ramli's	Mrs Long and Mrs Duffy's	Mr Dean's	Mr BM and Miss Winter's	Mrs Goode and Mr Allen's
Classroom	Own	Own	Own	Own	Own	Own
Time of entry	8.45	8.50	8.55	9.00	9.05	9.10
Entry/exit	All to enter and exit school via the main gate to the KS2 playground					
Times of break	10.00 – 10.15	10.00 – 10.15	10.00 – 10.15	10.30 – 10.45	10.30 – 10.45	10.30 – 10.45
Time of lunch	12.00 – 1.00	12.10 – 1.10	12.20 – 1.20	12.30 – 1.30	12.40 – 1.40	12.50 – 1.50
Time of leaving	3.05	3.10	3.15	3.20	3.25	3.30
Toilets to be used	Girls KS2	Girls KS2	Girls KS2	Boys KS2	Boys KS2	Boys KS2

**We ask that all Reception and Year 1 and 2 children enter and exit school via the pedestrian gate by the car park.**

**We ask that all Key Stage 2 children enter and exit school via the pedestrian path by the conservation area. This will stop any cross contamination and provide safer passage into and out of school for everyone.**

**All parents and children should arrive at the start and end of the day at their allocated times to avoid congestion. All parents should leave the school ground promptly and the pavements outside school to avoid congestion especially for those coming into school after them.**

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## **CLASS BUBBLES**

We have decided that the classes, for the first month at least will remain as single bubble groups apart from Reception where the two classes will start as one bubble group. Once we are satisfied that there is little risk of infection and cross contamination we aim to create larger bubble groups within key phases ie Years 1 and 2. This will enable us to provide our specific teaching curriculum organisation for phonics in key stage 1 and mathematics in years 5 and 6. We will of course let you know when this happens. Our aim is to do this from 28 September. On this day the break and lunch times of the classes within the larger bubbles will be realigned to be the same.

## **HOLDING BAYS**

There have been 'holding bays' created for the children in key stage 2 to use should their younger siblings need to be dropped off before their class comes into school. These holding bays are not for children to be dropped off at school before their allotted time if they do not have siblings entering school before their own class times. The 'holding bays' will be supervised by staff members in the key phase they are within from 8.45am daily.

## **ITEMS TO BE BROUGHT INTO SCHOOL**

There is a need to limit the number of items being brought into school. Therefore, only specific items will be allowed. The children will be provided with their own individual pencils, pens, etc by their class teachers. Children will be able to bring their pencil cases into school however, these will then remain in school until the end of the week or term.

Children will be able to bring packed lunch boxes and water bottles into school daily. These will be placed in a designated area rather than in a communal basket or box.

Children will be able to bring book bags into school on a specifically allocated day (see below).

No PE bags will be brought or left in school (see below)

No rucksacks are to be in school at all.

Therefore, the children will only bring their coats, lunch boxes and water bottles into school on a daily basis.

## **BOOKS**

The love of books and reading is so important to us at Almondsbury. However, there will be some restrictions on the bringing of books into school. Children in Reception and key stage 1 will be allocated a set day to bring their book bags to school. This is the only day they should be in school. The children will be provided with a change of books on their specific day, for the week. The returning books will be wiped down and left for 72 hours before being re-issued to another children. This will prevent any cross contamination between households. For children in key stage 2 who are on 'banded books' this system will apply as well. Those who have class reading books will be able to exchange books from the provided selection when they need to. Again the returned books will be set aside, after cleaning, for 72 hours.

The library sessions will not be taking place during Term 1 but we hope to be able to open this up again shortly.

## **PE**

We will expect the children to return to school in their uniforms as normal. This provides the children with a huge sense of belonging, which again is crucial at this time. PE days have now been allocated and the children will be asked to come into school wearing their PE kits on these days. This will stop the 'to and froing' of PE kits from home and school. Please ensure that the children have suitable clothes for these days ie school hoodies or a suitable alternative, shorts and/or track suit bottoms/leggings and trainers. For the first month at least all PE will be taking place on the field as we will not be able to teach PE in a confined space. We usually go swimming with Year 4 during the Autumn term as well. This has been postponed to later during the academic year. We are hoping that we will be able to re-instate this part of the curriculum in January.

## **USE OF PPE**

As with any walk of life and throughout the community, we have had a few staff, parents and children who were shielding. Therefore, we are taking a pragmatic approach to the use of PPE. If staff, parents and or children are more comfortable being back in school and wearing either face coverings or visors, gloves or aprons when in school, then we are providing these as directed in the school risk assessment. If you do have any concerns over this aspect of returning to school then please contact me. For the majority of staff and children there will be no requirement to wear any PPE unless directed by further guidance from PHE (Public Health England) or the DFE (Department for Education).

## **ASSEMBLIES/WORSHIP**

We will not be allowed to hold whole school gatherings as yet. Therefore assemblies for worship will be held in classrooms and be connected via Zoom.

## **BREAKTIMES**

At the time of writing we are unsure of whether the free fruit and vegetables will be delivered during the Autumn Term. Therefore, if children would like a healthy snack for break times they must bring these in their lunch boxes or in a throw away bag. Snacks should be of a healthy nature such as fruit, vegetable sticks, etc. No crisps or chocolate bars. Please remember we are a nut free school.

The children will be allocated specific areas of the playgrounds and field, which will rotate across the week. They will be provided with some sports equipment and games to play with during these times. They will stay within their class bubbles.

## **LUNCHTIMES**

Children will eat their lunches in their classroom. As usual the children will be able to choose from school lunches or packed lunches from home. There is a reduced menu for Term 1, which you will be sent with this letter. If your child requires school cooked lunches you will need to order these via the Parent Pay app/website. Lunches will be delivered to the classrooms from the kitchen for each class's allocated time. When we are able to (hopefully from 5 October) we will use the Hall. There would then be either two class bubbles or one key phase bubble in the Hall at any one time. The Hall will be cleaned between each sitting of classes/ key phase bubbles. Again when we move to this we will let you know. We may have a trial run during the week beginning 28 September with children in Years 5 and 6.

## **CLEANING and HYGIENE**

There will be enhanced cleaning regimes in place. Staff will be wiping down tables and equipment at the end of each session with anti-bacterial spray to ensure there is no cause for infection transfer and spread. The classrooms surfaces and door handles will be wiped after use. There will also be enhanced hand washing hygiene. Children will be expected to sanitise and wash their hands when they arrive at school and at the end of each lesson. They will also wash their hands before and after break times and lunchtimes. There are posters reminding the children how to wash their hands and for how long. There are also posters making sure that the children are aware of the 'Catch it, Bin it, Kill it' procedures. **We are asking parents to send in a box of tissues for their child and the class.** This is all part of the Health and Safety Risk Assessment that we have placed on the website for you to see.

## **TOILETS**

Each bubble will be allocated a set of toilets to be used. These will be made unisex, which is how they are operating in school at the current time. Each set of toilets will be used by up to three classes. This will prolong the break times and lunchtimes slightly to enable us to get the children through. There will be enhanced regular cleaning of the toilets.

## **ATTENDANCE**

With regards to attendance, we expect that all children restart school on the days below and continue to remain in school. The government has announced that they expect children to be in school full time and fines will be issued if they are not. We are taking a pragmatic view that there may be times that the children could be overwhelmed by restarting school and need more time to adjust. If this is the case, fines will not be issued. However, if the children are fit, well and healthy and there is no immediate member continuing to shield following medical advice, then they must be in school.

## **ILLNESS – TRACK AND TRACE**

In respect of any illness, we would ask that you inform the school immediately if your child becomes ill or any member of your household with symptoms of Covid 19. We will have to inform PHE (Public Health England) and follow this up when you or the children have been tested. If any member of the class becomes ill and tests positive for Covid 19, then they will have to isolate themselves at home for up to 14 days. We will be in contact with PHE and will follow their guidance as to the next steps before we inform parents of any decisions taken regarding closure of the class bubble.

We would ask that you follow the normal procedures if your child becomes unwell with other illnesses or bugs such as vomiting, etc. This is extremely important for the safety of all members of our school community.

We will be discussing with the children the importance of hygiene and cleanliness. This includes being aware of handwashing and using the 'Catch it, Bin it, Kill it' campaign. With regards to this we would like to request parents send their children to school with a box of tissues. Thank you.

We have a Track and Trace register in place to ensure that we know exactly who has been in contact with who in school should there be any outbreak. The guidance is clear that teaching staff are able to move across the classes as long as they are subject to cleaning and hygiene regime as indicated above.

## **CURRICULUM**

As usual, we have planned for a strong curriculum which enables the children to reconnect with their friends, teachers and learning in school. As usual, we start the year with a series of activities over the first three weeks relating to Wellbeing and Mental Health. These will be most important this year after the children have been away from school for such a long period of time. I know that many have maintained their enthusiasm and developed different skills over this period of time, which has been celebrated in our Hall and corridor displays already. We have printed out lots of photos you have sent into school of the children's home learning activities. Well done and thank you to all those who have kept this up.

We will be enabling the children to revisit objectives and some activities covered during the past three months during the first term before moving on. There will be a certain amount of 'catch up' for every child in the school.

There is a statement of our 'recovery curriculum' for the Autumn term on the school website. We have been investigating many ways in which we are able to re-engage the children and re-establish our normal curriculum. Each class webpage has more information for you on this aspect of learning.

## **CATCH UP**

Throughout the beginning of the term we will be assessing the children to see exactly how much they have retained of their learning from last academic year plus how well they have remembered and know what they were provided with over the summer term through online learning. Their knowledge and remembering retrieval will be carried out through cold tasks, quizzes and assessments.

We have decided to use the funds provided by the government for pupil catch up by employing additional teaching capacity to either take small groups to work on identified gaps in learning or releasing class teachers to do this instead. We will be asking Miss Ramli and Miss Winter to provide this additional support for us. This will limit the additional number of staff entering school. This will begin in October after we have fully assessed the children and identified where the needs are. We have yet to have the amount of funds confirmed or how long this will last. We will update you in due course when we have firmer details.

## **MUSIC LESSONS AND CLUBS**

For the first month music lessons will not take place. We will be trialing the re-introduction of lessons starting on Friday 2 October with drum lessons. If this is successful we will then trial violin and keyboard lessons from the week beginning 5 October. We will then re-instate lessons for woodwind and brass instrument learning from 2 November.

Again, we have taken the decision not to have before or after school extra-curricular clubs until November. If there are no flare ups of infection rates these will all be re-instated from the start of Term 2. More details will be sent out at the beginning of October.

## **BEHAVIOUR**

The addendum to our Behaviour Policy will still stand as it has done since it was introduced in May. This addendum addresses issues that some children may have with the new systems in school. If the children consistently break the bubble regulations and rules or become too distressed then we may ask for a parent to collect them to allow them to regroup at home and have a restart when they feel ready to adhere to these rules. Of course, we expect that the children will be their usual well behaved selves.

## **PARENTS MEETINGS**

We would normally invite you into school to meet your child's new teacher and see their classroom. I'm sure that you understand we are unable to do that this year. Therefore these sessions will take place through virtual means via Zoom. Details will be provided by text messaged to you this week.

Parents Evening in November may also need to be held through this medium as well but we will have to see how things go this term.

I would really appreciate feedback on the communication and entry back in school for children. To enable me to do this I am inviting parents to join me on a Zoom meeting on Friday 25 September at 2pm to provide your opinions and views. This will also enable me to test the opinions for the move to larger bubbles and other aspects. More details to follow.

I do hope that we have a really smooth start to the new academic year and beyond. We have tried to put into place measures that ensure that all the children and staff are safe and secure in school. We have missed having the children in school and are so looking forward to having our children and classes back making our school the vibrant place it always has been and hopefully will continue to be.

Best wishes



Mr Paul D Smith - Head Teacher

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