



26 June 2020

Executive Head Teacher: Mr G.A. Fullwood B.Ed.(Hons)

Dear Parents/Carers,

This letter details the specifics for the planned re-opening to Y5 pupils on Monday 6th July 2020.

Following the Local Authority's announcement last week (letter sent in a previous School Coms), and following a review of the arrangements of our Y6 pupils to date, I am pleased to inform you that we can extend our reopening to now include **Y5 pupils on Monday 6th July**.

The reason that we have the capacity to make this offer is because the last day of school for our Y6 pupils will be on Friday 3rd July.

I hope this letter helps you to come to an informed decision about whether you will be sending your child to school. All stakeholders fully respect your decision whether to send your child to school or not – it is entirely your decision. There will be no further action or penalties regarding attendance if you choose to not send your child.

However, if you choose to send your child to school we ask that this is done consistently and not just for ad hoc days. If you choose to take up this offer, then please inform school to assist us with our planning. From week beginning 6th July we will require 1 week's notice should you change your mind and then require a school place.

First and foremost, it goes without saying that the safety of your child and of our staff is our top priority. We have worked hard, following the latest government guidance, to develop and implement a number of new ways of operating – some of which I outline below and some are again stated on the attachment to this letter. This will allow us to open as safely as possible, focusing on measures that will help limit the risk of coronavirus transmitting within our setting.

We initially opened to **Y6 pupils only on Monday 15th June**. We chose to begin with our oldest pupils first as they are more able to follow the strict guidelines that we put in place. I am delighted to say that all measures have been met and those children who have attended school have fully complied with all expectations and continued to enjoy being at Heathfield Primary.

Our phased return has been guided by the following principles:

- ✓ Creating 'bubbles' for the children to work and play in order to minimise contact and mixing as much as possible along with timetables to allow for staggered break and lunch times
- ✓ Practising social distancing throughout the school day by altering the school environment
- ✓ Ensuring hygiene practices are thorough: cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered
- ✓ Ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach



- ✓ Cleaning and deep cleaning the whole environment, including frequently touched surfaces and resources
- ✓ Minimising contact with individuals who are unwell (see below)
- ✓ Well-being – to include personal health and safety
- ✓ Teaching and learning

Our Y5 children will be in their usual class, with a class teacher (this may not be their usual class teacher) or teaching assistant who will work with them throughout the day in a protected group not exceeding 15. The children will stay in this group at all times and will be referred to as their 'bubble'. Establishing bubbles will minimise contact with a wider number of children and adults in school. Each bubble will work in a designated teaching space and will be timetabled to use the playground and outdoor areas. They will have lunch in the hall where we will only accommodate a maximum of 30 children at a time to observe social distancing. Therefore, we will be offering our pupils a hot meal from our kitchen as usual. If you pay for school dinners you will be required to use our School Gateway App as normal or send your child with a packed lunch. Please note, if your child attends school and is eligible for free school meals, we will not be issuing, in addition, free school meal vouchers. All children will need to bring in their own water bottle which needs to be labelled. All water fountains have been taken out of use.

The school day will be as follows:

Kersall Drive 8:45 – 9:15am start and 2:45 - 3:15pm finish

Scotland Road 9:00 – 9:30am start and 3:00 - 3:30pm finish

The idea behind soft opening and finishing times with a 30 minute window is to allow the gradual arrival and dismissal of pupils. As parents/carers of Y5 pupils we ask that you drop them off at the school gates without you entering the school campus. If your child walks to school by themselves they will be dismissed at the end of their usual school day.

Please note the school week will be: Monday, Tuesday, Thursday, Friday. **School will be closed to all pupils each Wednesday** to allow for further deep cleaning of all areas and resources.

Our School Closure Club (now renamed **Rainbow Club**) **will remain open from 8:30 – 4:00pm Monday to Friday.**

Please note, this club is now at both campuses. Therefore, Kersall Drive pupils continue to attend the Rainbow Club at the Kersall Drive Campus and Scotland Road pupils are now accommodated at the Scotland Road Campus. However, Y5 children are now asked to join their appropriate class and campus from **Monday 6th July**. Y5 pupils will not be allowed to access the Rainbow Club on Mondays, Tuesdays, Thursdays and Fridays and therefore will be allowed access to school from 8:45am at Kersall Drive and 9:00am at Scotland Road. The same applies at the end of the school day.

In order to practice social distancing as best as possible we have arranged the classroom spaces so that tables are as close to 2 metres apart as possible. Children will have their own equipment at their table to minimise movement around the room. We have also arranged staggered playtimes and lunch times to ensure it is possible to practice social distancing throughout school.



The school offices will be open as usual, but the hatch windows will remain closed and we will operate a 1 in 1 out system. However, we would ask that you avoid these areas if at all possible and instead rely on phone and email for communication.

There will be no face to face meetings with any school staff until further notice, but as ever we will respond to any questions or concerns via email and telephone. We appreciate your understanding with this matter.

School will be a different experience to when we closed on 20th March 2020. The children's safety and well-being remain our top priority, and all our decisions about how we have re-opened to date has been based on the welfare and safety of the children and staff. The curriculum will initially be focused around a book with, as recommended, regular opportunities for outdoor learning and discussion about thoughts and feelings. We will try to address any gaps in learning that may have developed over the last 15 weeks.

Please follow this link to our expectations for all pupils and parents/carers **to follow in full** during these unprecedented times, including being vigilant about signs and symptoms of the virus and how you should manage this.

<http://heathfieldprimary.org.uk/wp/wp-content/uploads/2020/06/Y5-Covid-19-Safeguards-Parents-and-Children.pdf>

In addition, please note that parents/carers, where possible, are being discouraged to use public transport and instead walk or cycle to school.

In the event of your child becoming unwell with a new continuous cough, high temperature or loss or damage to a sense of smell or taste, they will be isolated in a designated room, supervised appropriately, and you will be asked to immediately collect your child from school following the Covid 19 guidance for households with possible coronavirus infection. All staff and pupils who are attending school will have access to a test if they are displaying symptoms of coronavirus.

Can I please ask that you inform school immediately of any reason for your child being absent from school.

I apologise for the length of this letter and attachment. Can I please ask that you **contact school by Wednesday 1st July** confirming whether or not your Y5 child will be coming to school on **Monday 6 July** by telephoning school on 0115 9794304 or by email admin@heathfield.nottingham.sch.uk

Thank you for your support, co-operation and continued understanding during these challenging unprecedented times.

Yours sincerely



Gary Fullwood
Executive Head Teacher

