

**School re-opening following COVID-19 closures**

1st June 2020

Dear Parents and Carers,

Firstly, I hope that you are all healthy, safe and well after what has been a really challenging time. As restrictions and time apart from loved ones continue, I am thinking of you all.

Many of you will know from news bulletins and government announcements in the final week of last term that schools were asked to make begin making arrangements to re-open for some pupils. This has taken serious consideration and before half term, we worked extremely hard to put a plan together that is in line with the expectations of the DFE, but is also appropriate and manageable for our school.

Our Senior Leaders called parents in the year groups specified by the government (Nursery, Reception, Year 1 and Year 6) It was important that we knew how many children to expect so that we could plan appropriately for both the learning environments and for staffing. There is a significant amount of work to do in preparing classrooms so that they are compliant with current recommendations linked to social distancing. We appreciate parents informing us of their decision as this has enabled us to plan effectively and have a list of children expecting to return.

Our return date is yet to be decided by the Trust Board but will be communicated quickly and efficiently with you all. We will be using a staggered intake model beginning with Year 1 initially, then adding Reception, then Year 6 and finally, Nursery. Our keyworker provision continues to be provided on a daily basis throughout.

If your child is returning to school soon, things are going to feel and look very different to how they did before we closed. I want to give you as much information ahead of time so that you are prepared. We will need all parents and children to comply with all new procedures. A **parental code of conduct** has been written to support everyone in understanding these new expectations and is attached to this letter. Read on for some FAQs for your consideration, which highlight further some of the measures in place to protect all stakeholders.

To support children who will be attending school once we re-open, I have prepared a special, child-friendly letter for you to share with them. A video outlining how school will be different has also been prepared for you to share with your child before they return. Although the government have mentioned all year groups being back for a period of time prior to the summer, we are unsure that this is achievable currently. Sadly, we may not be in the position to invite all year groups back before July.

**FAQS:**

**How will children be grouped?**

Children will need to be split into smaller groups with a maximum number of 9 children in one classroom. Children who are returning to school are assigned to a class group or ‘bubble’ with only 9 spaces. Once the 9 spaces are taken, that group is full and cannot be added to. These groups will not be able to mix with other children or siblings during the school day. A timetable and rota will be used to ensure that there is minimal contact between groups of pupils and staff in school. Each group will have its own start and finish time to stagger foot-fall traffic at each of the school gates. We will be in touch with further information regarding this closer to the date which your child is due to return.

**What will happen at lunchtime?**

We will not be able to provide hot lunches during this time so there will be a cold lunch offer instead. Lunch will be eaten within the classroom that groups have been assigned. If children bring their own packed lunch, this will need to be in a disposable bag as no normal lunch bags or boxes can travel between home and school. Children will need a labelled water bottle filled with water or squash. We will not be able to use water fountains within school at this time.

**Will my child be in their normal classroom?**

Unfortunately, it may not be possible for children to be based in the classroom they are familiar with and they may also be with a different teacher. The use of resources will be limited to those that can be cleaned and we ask that children do not bring anything into school. The children will not be bringing reading books or homework home during this time but can continue to access all the home learning content on the school website.

**Can my child bring in their own resources e.g. a pencil case or their normal school bag?**

No, unfortunately we cannot permit any personal items on site (other than a coat and disposable lunch bag) The children will have their own desk for working on and a pack of stationery/resources will be provided. This pack will stay in school each night so it is ready for the next day and be used only by your child. The timetable of the day will be designed to enable us to maintain the safety measures we have put into place.

**Can I send my child in for a reduced number of days or hours?**

No, unfortunately we cannot facilitate requests like this. If you have requested a place for your child, they are expected in school every day, all day. The only exception to this is Nursery children who are legally entitled to 3 hours per day.

**What if my child became poorly whilst in school?**

Should your child show symptoms or become unwell at school, they will need to be isolated from others. A first aid trained member of staff will wear protective clothing and attend to them while they wait for you to collect them. We ask that if we have to call you to collect your child, you come to school immediately. **Please do not send your child to school if they are unwell, even if their symptoms are mild.**

**What happens if I choose to say ‘no’ to my child attending?**

Home learning will continue to be provided via our school website and resources recommended via our Twitter page. There is no attendance consequence from school or the Local Authority for choosing to not send your child back to school at this time. It is purely parental decision. Please make the choice which you believe is right for your family.

At this difficult time for us all, I appreciate how daunting this may seem. All measures that we have outlined here, and any others in our risk assessments, are intended to help minimise risk to our staff, children, parents and community.

On behalf of the Sutton Park Primary team, thank you for your continued support.

Take good care,



Mrs Middleton

Head of School

