



St Mary's Road Hayling Island

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Headteacher: Lindsay Rebbitt

13<sup>th</sup> July 2020

Dear Parents and Carers,

### **September Re-Opening**

As you are aware, school will be reopening for all pupils from **Thursday 3<sup>rd</sup> September**. The government has issued further guidance on their expectations for ensuring that schools continue to reduce risks from Coronavirus and we have now been through this and added new or amended actions to our current school risk assessment (available on our school website).

This letter is to outline the key changes that will take effect from September.

#### **Bubble Sizes**

Bubbles are one of the main preventative measures to be used by school as advised by the DfE.

In our school children will be grouped into year group bubbles. We have several reasons for choosing year groups rather than class bubbles;

- Our YR unit and outdoor space is set up to work as an open plan area so that children have access to the range of resources and spaces that Early Years curriculum requires.
- Our Y1 unit is semi open plan.
- There will be a need for significant catch up intervention which is more effective and efficient if we can take the children that require it from across a year group rather repeating the same intervention twice, once in each class.
- It allows us to run year group specific after school clubs.
- It allows the children the opportunity to socialise with peers across their year group at break and lunchtimes, which is important especially during transition for their emotional wellbeing.

#### **Drop off and Pick Up**

We have thought very carefully about the most effective way to ensure drop off and pick up so that we don't make things too complicated for those parents with children in other classes or at the junior school, where staggered year group drop offs will be in place. The guidance requires us to try and limit the number of parents on site at any time, limit groups of parents congregating on site and to limit opportunities for close face to face contact but not to limit the length of the school day.

For these reasons we are going to try a "window one way system" rather than having staggered drop off times.

**ALL** parents will need to access the school site **via the library entrance gate**. This will be a one way system.

All classrooms will open their doors at **8.45am** and the doors will remain open until **9am**. (our drop off window)

Parents are asked to follow the one way route around the school, dropping their child at their allocated classroom entrance as they pass and then exiting the site via one of the exit gates on St Marys Road. In order to reduce flow at any one time we suggest that parents, where possible, stick to **8.45am** entrance time for YR,



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8.50am for Y1 and 8.55am for Y2 but we understand that where there are siblings at the junior school or in other classes this may not work, which is why we are hoping the flexibility offered by this window system may then be more appropriate for our school community.

Staff will be helping to supervise the one way system to ensure it is fit for purpose.

Class	Drop off/Pick Up Point
Puffins (Point One)	Entrance gate down the side of Puffins classroom. First pathway off to the right as you get to the school building from the library entrance.
Penguins (Point Two)	Main YR entrance – door next to bike racks on the right as you reach the shelter area off the building from the library path.
Squids Class (Point Three)	First classroom door on the back of the building leading onto the main playground.
Turtles Class (Point Four)	Third classroom door on the back of the building leading onto the main playground
Stingrays Class (Point Five)	Hall doors leading onto the side playground just after the pre school entrance.
Sharks Class (Point Six)	Side gate leading into Y1 outdoor area walking as though you are going to main school entrance but going straight on to gate rather than turning right to school office.

Parents are advised not to enter the school site before the classrooms are open in order to limit groups of adults waiting at any point on the site.

If parents do arrive before doors are open we ask that they position themselves off the main pathway near their child's classroom, so they are not obstructing the one way system and are at a safe distance from other parents.

Children must be with their adults at all times and wherever possible **only one adult** should be coming onto site with their child.

For parents who need to get back onto Elm Grove, the quickest route is via the public footpath through the public car park next to school.

Any child arriving at school after 9am will need to report to the school office and will be marked as late in the register, as per our normal absence procedures.

At the end of the school day the same one way system will be in place but this time the pick up window will be open from 3.00pm until 3.15pm and children will be released to you as their teachers see you arrive.

Once you have collected your child please feed back into the one way system and exit via one of the exit gates.

We will ensure pick up/drop off points that don't feed directly into classrooms are manned and are currently looking into purchasing school walkie talkies so that staff on doors can communicate directly with staff in the classrooms.



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A video walking parents through the drop off and pick up one way system will be placed onto the school website before the end of term.

### **For new Year R children**

The saddest part of the guidance is that we are still not able to have larger groups of parents into our school building when it is open to the wider school. This means our plans for soft starts to Year R mornings have had to be cancelled. We are still hoping to run some small group sessions in the first week, which was supposed to be home visits, so that children and parents can get some time in the classrooms together before they start school and whilst the classrooms are not in use. However, when the children start to attend school we will need to ask that, as far as possible, parents say their goodbyes at the door and let the children come into school with the grown up on the door. Where a child may become very distressed we will organise to have a small break out space, designed to hold no more than 4 people at a time, where parents and their child can go, to give them a little more time and so that the YR team can get everybody else in safely before coming back to help those children into the classroom. We totally understand how upsetting it can be when your child is upset and deal with this every year with a number of children. Although the most difficult thing to do, we know that 99% of children do settle really quickly once their parent has gone so will encourage you to leave in the nicest possible way in these situations! We would ALWAYS ring you if your child remained distressed for any prolonged period of time. Please also be assured that our duty to safeguard the emotional wellbeing of your child overrides everything else and if they need a cuddle then that is what they will get.

### **Other Changes to the School Day**

The new guidance states that classrooms can, on the whole, be returned to normal with the exception that desks must be organised in a way that ensures children are not sat directly facing each other.

It is recommended that children still have access to their own personal equipment where it is used throughout the day ie pencils/whiteboard pens so we would like to request that all children bring a named fabric style empty pencil case into school that we will fill with these items for use in school.

**Action for parents: please send in a named fabric style pencil case for your child.**

Children are now allowed to bring book bags back into school.

Children are still not allowed to meet in groups that compromise their bubbles so assemblies will still be held virtually and at lunchtime YR will be the only year group to eat in the hall, whilst Year One and Two eat in their classrooms or outside if the weather is nice.

For this reason we will still be running a simpler lunch service with hot/cold packed lunch options available each day.

Reading books will need to be quarantined for 3 days on their return to school. Please be advised that this could slow down the redistribution of books, especially in the starting levels. FOMS have recently invested over £1500 on new reading books for our schemes but we are looking at purchasing even more once we are able to get all books back to do a proper audit.

Each year group will have their own allocated outdoor play space.



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Children are expected to wear full school uniform, including appropriate footwear – **no trainers**.

**Currently there is no requirement for children of primary school age to wear face coverings in school and we are not expecting children to do so.**

After school clubs will be run in year groups so each half term providers will cater for a different year group.

For a more detailed breakdown please take the time to read through the school risk assessment which has also been submitted to the Local Authority and shows how we are adjusting provision for each part of the recommended guidance.

### **Attendance**

The guidance for September clearly states that all schools should revert back to following their normal systems and processes regarding attendance. This means we will be following up non attendance using our usual systems and any absence, which is not within grounds to be authorised, will be classed as unauthorised.

If your child or anyone within your household is showing symptoms of Coronavirus then you need to follow the appropriate guidance and engage with the NHS test and trace system.

A key control measure for reducing the risk to the school community is through ensuring no-one on the school site is symptomatic. It is therefore essential that parents and children stay at home if displaying any symptoms.

<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance>

If a positive case is reported in the school community we are required to engage with our local health protection team and follow their instructions.

Any absence should be reported to the school office, via text or phone call, on the first day of absence prior to the start of the school day.

### **Communication with Parents**

Schools are still advised to minimise the number of parents on site at any time and for this reason we ask that parents continue to keep communication e mail or phone based wherever possible. Please remember that home school communication books are checked daily and that these can be used for general messages.

### **What if a bubble has to close ?**

If a bubble is required to close, each year group already has a physical work pack, complete with online links and teacher led sessions ready to be copied and sent out to families. Wherever possible there will be opportunity for daily virtual contact with a member of staff and an expectation that children return the work completed to school so that teachers can ensure it goes towards their termly learning journey.

In situations where positive cases have been reported pupils across the bubble (the whole year group) could be advised to self isolate for up to 14 days in line with the current guidance.



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### **Changes to Bubble locations for last 3 days of term**

Our new YR team are keen to get in to start to rebuild the YR unit in our last 3 days of term so we will be moving some of the bubble locations around for this period.

<b>Bubble Group</b>	<b>Current Pick up and drop off</b>	<b>Pick up and drop off Mon 20<sup>th</sup> – Weds 22<sup>nd</sup></b>
Puffins A – Miss Pinnell	Hall door, side playground.	Puffins YR door
Puffins B – Mr Lunnemann	Puffins YR door	Main YR door
Penguins A – Miss Lewis	Main YR door	Hall door, side playground.

If you have any questions or concerns about any of the above then please do not hesitate to get in touch.

We cannot wait to have our whole school community back under one roof and are so looking forward to seeing everyone in September.

Thank you all for your patience and support as we continue to navigate our way through these further changes. You have been truly amazing through these difficult times and we really appreciate how hard you have worked to keep our school community happy and safe.

Best Wishes

Lindsay Rebbitt  
Headteacher