

Dear Parent/Carer,

Being in school is really important for children's education and for their wellbeing. The risk to children themselves of becoming severely ill from coronavirus (COVID-19) is very low. However, to make the return to school even safer, we have carried out a comprehensive risk assessment, which can be found on the Penk Valley Trust website [www.penkvalley.co.uk](http://www.penkvalley.co.uk). This outlines all the additional hygiene measures we will be putting in place and may help to reassure you about sending your child back to school. There are also many frequently asked questions (FAQs) on the site, which may help too.

We are putting in place a range of measures to try to minimise contact between pupils and in particular between groups of pupils. Your child will remain in their class bubble and groups will be kept apart, assemblies will be done in the classroom, lunches will be eaten in the classroom and bubbles will also be kept apart at playtimes. Whilst we will also encourage pupils to socially distance within their bubble, the government "recognise that younger children will not be able to maintain social distancing, and it is acceptable for them not to distance within their group." (DfE Guidance for the Full Opening of Schools)

Below, I have outlined what you will need to know for your child's return to school, in order to ensure things run smoothly and contact between groups (bubbles) is minimised.

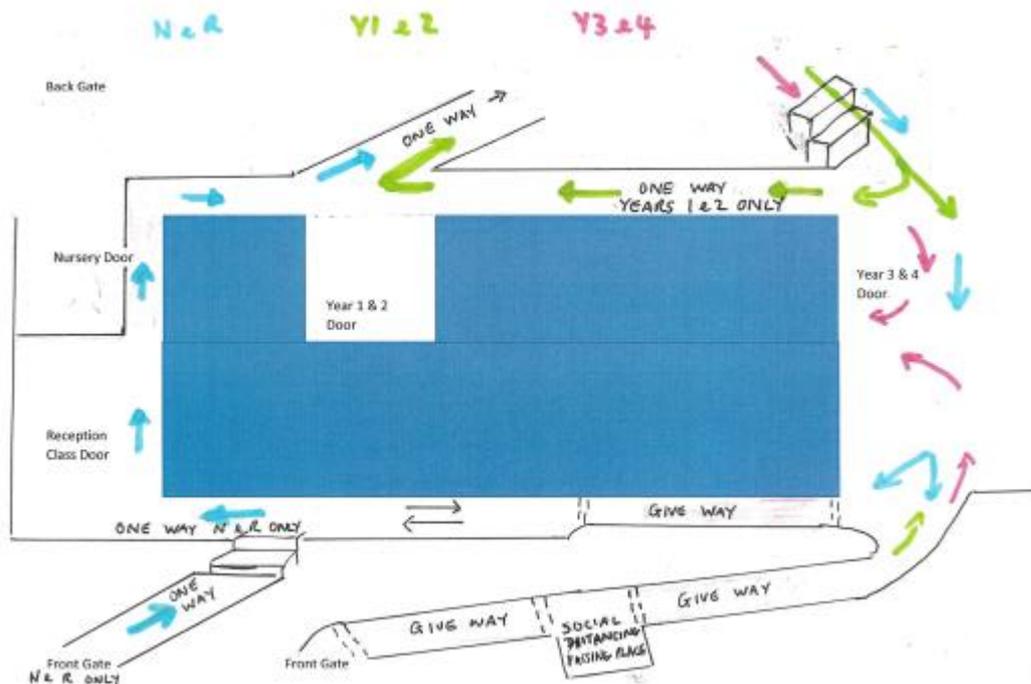
## **Arrival and Collection**

Arrival and collection times will depend upon which class your child/children are in (see below).

<b>Class</b>	<b>Arrival Time</b>	<b>Departure Time</b>	<b>Collection and Drop off Point</b>
<b>Nursery</b>	Between 8.45am and 8.55am (phased return)	3.15pm	Nursery side door
<b>Reception</b>	Between 8.30am and 8.40am	3.00 – 3.10pm	Reception side door
<b>Year 1</b>	Between 8.30am and 8.40am	3.00 – 3.10pm	Hall Fire Exit Door
<b>Year 2</b>	Between 8.45am and 8.55am	3.15pm	Hall Fire Exit Door
<b>Year 3</b>	8.30am – 8.40am	3.00 – 3.10pm	Lower Playground Door
<b>Year 4</b>	8.45am – 8.55am	3.15pm	Lower Playground Door

Please maintain social distancing on paths and playgrounds. We are lucky to have large school grounds and most places in the school are large enough to allow for social distancing guidelines to be maintained. However, there are a couple of places where we have had to implement a one-way or give way system. **If you have siblings with 2 different arrival time windows, please come at the end of the first window, so that you do not have to wait long.**

The routes have also been planned to ensure that parents waiting to collect will not impede others.



We would appreciate it if adults who are collecting or dropping off would wear a face mask as an added preventative measure. Whilst we can't enforce this, we hope that we can all work together to keep school safer for everybody.

## What will my child need to bring?

Water bottle (R-Y4 leave at school for the week)

Pencil case (Years 3 and 4 only, to be left at school. Contents a pencil, colouring pencils and a ruler, (sharpener, scissors and glue stick are optional))

Coat

Snack (Years 1-4 only)

Outdoor PE kit (tracksuit (any colour) white PE t-shirt and trainers (Velcro fastening if children cannot do laces)) - to be left at school for the half term.

Book bag (please do not send rucksacks as they take up too much room).

If sunny, please put a sun cream on your child that will last the day. Staff will not be able to apply sun cream for children.

Children should not wear facemasks in school. If children wear them on route to school, please could they be removed before coming into school.

## Breaktimes and Lunchtime

Breaktimes will be staggered so the children will only be on the playground with the other children in their bubble. They will wash their hands before and after break and before eating. The children in nursery and reception will receive a snack at each break time. Children in years 1 and 2 will receive a piece of fruit but may wish to bring an additional healthy snack. Children in Years 3 and 4 have 1 break, so may also wish to bring a healthy snack

Children will be eating in their bubbles and will be able to have a lunchbox/bag from our school kitchen; this will be free for children in Reception and Key stage 1 as usual. Other year groups can purchase a sandwich bag or hot meal if required. They will be able to choose the hot meal or a sandwich/wrap filling in the morning. Menus will be available on our school website.

## **Additional Hygiene measures**

Children will be expected to wash their hands on arrival, after using the toilet, before eating and after playtimes. There will be soap/hand wash and water, in addition to alcohol gel in all classrooms.

As well as lots of extra handwashing, children will be taught about respiratory hygiene and the 'catch it, bin it, kill it' approach promoted, in addition to a good supply of tissues and bins being provided throughout the school.

Cleaning will take place throughout the day, as well as at the end of the day, to ensure frequently touched surfaces, including table tops, door handles and play equipment are cleaned regularly.

## **How parents can help**

Please be prompt collecting and dropping off and **do not arrive before your allocated arrival and drop off times.**

Only one adult to drop off or collect

Please adhere to social distancing advice. Please use the floor markings if there is a queue.

**Please leave the school grounds as soon as you have dropped off/collected your child.**

Parents should not come into the school building at any time. If you have questions, please contact your child's teacher via Dojo or telephone or email the school office.

To avoid cross contamination, please do not let children play with or touch any outdoor equipment. Usage of equipment has been carefully timetabled so that it is only used by one group/bubble over a given period and is cleaned between groups.

It is quite common for children to get upset when leaving their parent/carer, particularly when they have had a long period at home. You can help by keeping your goodbyes short and sweet, a quick hug and see you later, then walk away and do not look back. Also prepare your child by

talking to them about what will happen, being positive and reassuring them about when and where you will collect them at the end of the day.

Please collect your child immediately if they develop symptoms of coronavirus whilst at school. Please see the Penk valley website for a flowchart showing the protocols for responding to symptoms in children. We ask all parents and carers to ensure they organise a test for their child, in the event that they develop coronavirus symptoms, and notify us immediately of a positive test. Further guidance is available about [getting tested](#).

**Please do not bring your child to school if you or anybody in your household has symptoms of Coronavirus** (new continuous cough, high temperature loss or change to your sense of smell or taste).

Use the NHS 111 helpline and follow the guidance.

Please get in touch if you would like any further information.