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**May 12, 2020**

**Dear Parents and Caregivers,**

Yesterday we heard that our school is opening on 18<sup>th</sup> May. It seems a long time since we last met and many things in life and the world as we knew it, have also changed. We can never assume we know all that has occurred for everyone, as everyone's journey through lockdown has been different and at times difficult. But we have all had to make choices as to how it works for our family and I want to acknowledge what an amazing job you have all done, as you manage the complexity of work, home life and home tutoring your children.

Well done and congratulations to the students for the huge amount of work and engagement you have had with online learning- we now wish to reunite with you all at school. As teachers we want to be working with our students as we form relationships with them all and it is that relationship we miss most.

I also want to thank all the staff at school who have made their classroom their home. They work at all hours as they answer emails, respond to work posted from their children – in fact they have been quite surprised about the late hours some children post work. It must seem to them they have never stopped the school journey of learning and it has been a learning journey for the teachers too, as they grapple with on-line learning. In fact, some of our teachers have been completing on-line professional development opportunities in the lockdown. Well done and thank you to you all.

Please be assured that whilst a few teachers have been working at school within the three bubbles we are maintaining for those children whose parents are essential workers - we have been practising social distancing, good hygiene routines, and for the teachers learning how to teach with out being too close. Where previously we would sit alongside and guide a child's hand to write a letter, we now have had to give verbal instructions – and it is most frustrating and time consuming - when we know an easier option is available, but being safe is better.

Now, as we prepare to move into Level 2, we are working on what our school will look like and feel like.

### **In and Out of the School Grounds**

Firstly, getting to school will be an area of concern, as all visitors (parents or caregivers) that enter the school grounds will be required to sign in and out using the contact register, so we can ensure we have the information if the need arises for contact tracing. Therefore, I am asking that you drop your child off at your nominated school gate, or on the path leading into school, and then you will not have to sign in and out. The same will be required for the end of the day also - the children will meet you outside the gates that you have told them to meet at.

The gates will be open from 8.30 from Archers Road, Chartwell Avenue and Wykeham Place and then they will be closed at 9.10 until 2.55 when we will have them open for school collection. The school gates will be locked and secured at 3.30 until further notice, so we can protect our school community. There will no longer be a way

through the school from Wykeham place to Archers Road, or Chartwell Avenue - everyone will need to walk around.

All **other visitors** will need to enter through Wykeham and go to the Office to sign in and sanitise their hands etc. as part of Level 2 requirements.

### **Physical Distancing**

We will be encouraging children to stay apart from other students. Please encourage your child not to hug their friends when they return to school and to not be within their breathing zone.

### **Sickness**

If your child becomes ill overnight then please let the office know through email or through our website link. We need to know the status of our children as soon as possible.

If your child is sick in anyway- runny nose, headache, stomach-ache, sneezing, sore eyes they **MUST** be at home. Any child who is sick or becomes sick at school will be sent home immediately. Please have your phones on - so we can make contact if needed.

### **Hygiene**

Whilst the children are at school, we will be ensuring good standards of hygiene are maintained- washing hands frequently, using hand sanitizer on entering classroom and leaving classroom. We will be encouraging the children to keep their distance from each other i.e. not in each other's breathing space.

Our school children are in Level 2 so they can use the playgrounds and PE equipment - as with constant washing of hands and use of sanitizer it should help to maintain cleanliness.

### **Washing Hands**

Please practice washing hands for 20 seconds front and back and between fingers with soap and water. Then drying and putting paper towels in bin provided.

### **Nose Blowing**

Please ensure your child has an adequate supply of tissues from home to wipe their nose. Teach them prior to returning to school to dispose of them in the bins provided and then wash their hands.

### **Sneezing**

Must be into a tissue, handkerchief or into their elbow - which stops the spray droplets from entering the surrounding air. This needs to be practiced at home prior to returning to school, so it is an automatic reaction when they want to sneeze.

### **Drinks Bottles**

These will be required for everyone - as the water fountains will be taped off to stop any cross-contamination. Drink bottles will need to be named.

I know the staff are looking forward to seeing their students return as we help them return to school and their onsite learning. In these challenging times getting back to our 'normal' will be a difficult task and we will encounter some issues as we go, but all new learning takes time and dedication to achieve to its fullest extent.

**Finally, we must know who is returning to school in Level 2. Can you please let your class teacher know as soon as possible if your child is returning on Monday 18 May and which gate they will enter and exit from**

**for your collection.**

We need this information to complete planning for our school site and so the teachers can plan for the class programme and numbers at school.

Thanking you in anticipation.

Sue Buckley

Principal

Together in Learning