



Cranford Park

C of E Primary School

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September 2020 - Start of New School Year

Dear Parents,

I hope that you have all had a lovely Summer break. We are looking forward to welcoming all children back on Monday 7th September, and hope that your child is excited about being back in school. I am sure that, along with the excitement, there is also some anxiety but please be assured that we are doing everything that we can to ensure school will be a safe and happy place for everyone.

I'm sure that you have lots of questions about the return to school, so I have tried to answer as many as possible in this letter, but if you have further questions please do email or call the school. Staff are in school all this week so will get back to you if you leave a message.

Things that everyone **must** do to minimise risks to children, staff, families and the community are:

- Anyone showing symptoms of coronavirus must **not** come into school. They must stay home, arrange to be tested and isolate. Please inform us of the result of the test, and if it is positive then the rest of the household should isolate for 14 days.
- Children should be reminded to wash their hands thoroughly before leaving the house, and on entry to school. At school, they will be reminded to wash their hands thoroughly and regularly.
- Class bubbles will be kept separate from other classes at play and lunchtime. There will be no whole school collective worship in the hall. Instead, this will be done in class groups and over zoom.
- **One parent only** should drop off and pick up, and they must stick to the allotted time (see below) to avoid congestion on site. Parents **must not** linger and socialise on the site.
- Within classes, children will be able to play and learn fairly normally. There may be some changes to the way that furniture is arranged to allow more distancing between children. Each child will have his/her own pack of equipment to reduce sharing.
- Parents should only come into the school building in an emergency or by appointment. Communication should be conducted via email or telephone and payments for school dinners etc should be done online. If you need to talk to your child's class teacher, this should be done outside and maintaining a 2m distance, or you can arrange a telephone conversation if you need privacy.
- Minimise the amount of equipment being brought in from home to the minimum possible. Book bags can now be brought in, but large rucksacks/ bags should not be brought in. There is no need for children to bring in their own tissues or hand sanitizers as we have these in school. Primary aged children **do not** need to wear masks, but if you choose for your child to do so they may.

The guidance says that within class bubbles, children can interact normally. Our Early Years (Year R) and Year 1 classrooms will look very similar to before, with children able to move around to play and

interact. There will be subtle re-organising of play areas to encourage greater distancing. e.g less chairs at tables, spaces between computers etc.

As the children get older, there will be a greater expectation that children do spend more time sitting at their own allocated space, and that they mainly face forward, with the teacher remaining 2m away from pupils when possible. As all children will be back, there is not space for each child to have their own individual table, but they will be allocated a particular place and a set of equipment to minimise the risk of transmission.

The most important factors will still be that we follow excellent hygiene measures with children and adults washing their hands regularly, high-touch surfaces are wiped down throughout the day, tissues are used to catch germs, shared equipment /toys are cleaned thoroughly and regularly and that anyone with any symptoms does not attend school.

If you have any questions about how things will operate, please do give us a call or an email.

The government have published some information about how schools will operate:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-in-the-autumn-term>

Staggered drop off and pick-ups in September

In order to reduce the number of children being dropped off and picked up at any time you have been allotted specific times to drop off and pick up.

We have decided to do this alphabetically by child's surname so that siblings can be dropped off and picked up together, and so that we do not get large groups waiting outside any one classroom.

Surname begins with	Drop off at	Pick up at
A, B, C, D, E, F	8.30 am	3.00 pm
G, H, I, J, K, L, M, N	8.40 am	3.10 pm
O, P, Q, R, S, T, U, V, W, X, Y, Z	8.50 am	3.20 pm

It is **essential** that you stick to the correct times so that we are able to distance people arriving and leaving. We will be monitoring this. Please remember that only one parent should come onto the site with their child. If you have children with different surnames, please choose one of them as your allotted time and stick with this. E.g. if one child's surname begins with C and another with W, you could choose to drop both of them off at 8.30 and pick them both up at 3.00 **or** drop them both off at 8.50 and pick them both up at 3.20, but you cannot mix and match the times! This can also apply to child minders who will be dropping off from several families.

New Reception Children's first day

We are really looking forward to all of our new children starting with us, and I know that this is a very momentous occasion for the whole family, but please can I ask that you take photos etc before leaving home rather than outside the classroom door. It must still only be **one parent** accompanying the children. Miss Hutchinson and her time will take lots of photos over the children's first few days (and beyond) which will be shared on tapestry so please make sure you have returned the authorisation for this so that you can see them straight away.

One-way system around the site:

Entry to the site is by the top gate by the driveway only and you should then follow the footprints down the path. We would recommend that Year 5 and 6 pupils walk down on their own, and they can walk down the path that goes around by the kitchen and to the KS2 playground, as long as they stick to the

path and do not walk on the driveway or car park. Obviously, parents can walk down with them if they would like to, especially on their first couple of days back, but it will help ease numbers on site if they walk in on their own.

The rest of the school should follow the green footprints around to the right, through the gate and drop off children at the appropriate class. Please do not go up to the class door, but stay at least 2 metres away and encourage your child to head in on their own. A member of staff will greet them.

If you need to pass a message to the school staff the best way is to email the office, but alternatively you can phone.

After dropping your child(ren) off, parents must leave via the back gate to the alley. **You are not permitted to walk out the way you came in.**

When collecting in the afternoon you must follow the same route around the school to collect your child from near their classroom door. Signs will be positioned showing you the area where you should wait. We would hope that most Year 5 and 6 children will be able to walk off site on their own, perhaps to meet parents in an arranged spot, to help ease congestion.

Snacks, fruit and lunch times

The kitchen will not be selling tuck just yet as handling cash would place additional risk to pupils and staff. The children can bring in their own healthy snack to eat at morning break if you'd like them to.

This can be fruit, bread, a cereal bar etc. It should **not** be sweets, chocolate or crisps.

We have recently been informed that the government free fruit scheme for Years R, 1 and 2 will be starting again this term so there will be fruit available in these classes.

We will be operating a staggered lunchtime so that children can remain in their class bubbles while they eat and play. Wherever possible, lunchtime staff will work with one bubble only, although there may be times when staff shortages mean that adults do have to interact with more than one bubble, but please be assured that they will do this very carefully and following all guidance.

Year R, Year 1 and Year 2 children will eat in the hall, with staggered timings to allow them to be safely distanced from each other. Year 3, 4, 5 and 6 children who are having school dinners will eat in the hall (again with staggered timings) and children bringing a packed lunch from home will eat in their classrooms.

Attendance

I'm sure that you will have heard on the news that **all** children are expected to return to school in September and that Headteachers will be required to issue fines to anyone not returning. Please talk to me if you have concerns about sending your child back to school as, before issuing fines, I would want to work with families to ease anxieties. However, we will be going back to monitoring attendance and punctuality and this could include issuing penalty notices if parents take children out of school for unauthorised reasons.

Uniform

When the children return on 7th September, they can choose to wear the summer uniform (green and white dresses/culottes, grey shorts, and white polo shirts, black shoes or **plain black trainers**, with white, grey, black or green socks) or the winter uniform (grey skirt or trousers, white shirt or blouse, ties for children in Key Stage 2 wearing shirts).

We have decided to trial children wearing plain black trainers if you'd like them to as we would like to get the children outside doing daily exercise, and it is much easier to fit this in if we don't need to change shoes. Ideally these will be completely black – no stripes etc

If you have not managed to get uniform yet, please talk to us. The PTA have lots of stock and whilst we cannot sell from the container at present, we are able to fill orders for you to collect safely. Returns are harder at present and we cannot accept cash so the new order form (available on the website) has details of how to do a bank transfer payment.

PE kits

In order to avoid more bags being brought into school and the need for changing (and the inevitable mix-ups and lost items of clothing that this brings) we are asking that children come dressed for PE (and stay in these clothes) on their PE days. Each class teacher let you know which days these are.

I hope that you enjoy the last week of the holidays and look forward to seeing you on Monday.

Yours sincerely

A handwritten signature in cursive script that reads "Georgina Edwards".

Georgina Edwards
Headteacher