

Dear Parent/Carer,

As you know, the government has asked schools to begin welcoming back some children (Nursery, Reception, Year One and Year Six) from the 1<sup>st</sup> June. We are clear that we will only do this if we can be sure that the children, staff and families are as safe as possible.

In order to do this, we have:

- Read and taken account of the Department for Education guidance and advice from Devon County Council
- Asked parents (via the questionnaire) what their intentions are
- Used a comprehensive checklist to complete Risk Assessments that cover a whole range of areas of school life
- Reviewed our site
- Consulted staff and colleagues in other schools

All schools have different challenges when it comes to re-opening to more children. Our particular challenge, as an Infant and Nursery School is that three of our four year groups were included in the list from the Government and that we have a finite number of staff available. There is additional guidance for Infant and Nursery Schools which says that after Key Worker and Vulnerable children, the priority should be given to Nursery and Reception pupils.

Therefore we have taken the decision to open in the following order:

1. Key Worker and Vulnerable pupils will continue to be given a place in the weeks to come from the 1<sup>st</sup> June
2. Reception Pupils will begin to be offered places from the 4<sup>th</sup> June onwards.
3. Nursery Pupils will be contacted over the next two weeks and will begin to be offered part-time places from the 9<sup>th</sup> June onwards.
4. Year One Pupils will not, at the current time, be offered a place. They will however, along with Year Two Pupils, continue to be offered online learning opportunities

I realise that this arrangement will not suit every family, but I am hopeful that you will understand when you become aware of the planning that we have undertaken in order to make the learning environment as safe as possible under these circumstances.

In the following pages you will find information on how we plan to keep everyone as safe as possible and further details relating to the group or “pod” that your child will fall into.

## **Arrangements for returning children in Nursery and Reception Classes**

## How Social Distancing works in an Early Years Classroom

You will have been helping your child to understand what social distancing is and how to maintain it. We will do the same at school however, Early Years pupils will not necessarily understand the need for Social Distancing or be able to maintain it. Therefore, the advice states that a small group of pupils being together “in a protective bubble” with heightened levels of hygiene and cleaning is the safest way to manage a day at school. Our risk assessments take account of this and in each “bubble” children will only mix with the other members of that bubble. This includes the staff. We have limited the amount of movement around the school so that children will only visit their allocated classroom, toilet and outside space. When using corridors, children will be encouraged to use a one-way system.

**We will be asking the parents of all returning pupils to agree to follow Government guidance on social distancing, staying alert and minimising the risk.**

## Class Organisation

Each class will be split into two pods of no more than 15 children. This is likely to lower than 15 as many parents have told us that they don't wish their child to return to school at present. Each pod will have at least two adults who will only work with them in order to maintain the protective “bubble”. Teaching will initially focus on wellbeing, returning to routines and familiar aspects of school life and helping children understand how to protect themselves and each other. We are basing plans on a “recovery” curriculum and will update you on this in time.

We have tried very hard to make sure that children have at least one familiar adult with them in their pod. Some children will be with their teacher, some will not. Some children will be with their teaching assistant and some will be in their classroom. Some will not. All children are in a pod where they have friends and for most children, this will be the most important aspect of returning to school!

## Drop off and Pick Up

Drop-off and pick up times will be staggered. Your child may be starting and finishing at a different time to usual. You will need to access the school by the allocated gate and go to the drop off point outside the classroom. Children should be able to go straight in. An adult will be close to the door to help if they need support or encouragement. At pick-up we will ask you to queue up in a line and stand 2m apart from each other. We will bring your children out to you and you will need to leave the site immediately through the designated gate.

Pod:	Date Back:	Timing of the School Day:
Rainbows (Key Worker Group)	1.6.20	8.45 – 3.00
Red	4.6.20	8.45 – 3.00 (12.30 on Wednesdays)
Orange	5.6.20	9.00 – 3.15 (12.45 on Wednesdays)
Yellow	8.6.20	9.15 – 3.30 (1pm on Wednesdays)
Turquoise	4.6.20	8.45 – 3.00 (12.30 on Wednesdays)
Blue	5.6.20	9.00 – 3.15 (12.45 on Wednesdays)
Purple	8.6.20	9.15 – 3.30 (1pm on Wednesdays)
Nursery One	9.6.20	9.00 - 3.15 (12.45 on Wednesdays)
Nursery Two	11.6.20	8.45 – 3.00 (12.30 on Wednesdays)
Please note that on Wednesday afternoons the school will be closed other than for the Key Worker Group		

## Hygiene

We will need to work with the children to ensure that they understand the need for good hygiene. We will be using "Catch it-Kill-it, Bin-it" and other useful resources to support children to understand this concept. If a child coughs or sneezes they should do so into a tissue (or into their elbow in an emergency). These will then be placed into the pedal-bin in the classroom. We will make sure there is an adequate supply of tissues in the classroom before the start of each day.

Handwashing is also very important and there are some great resources available to help. The children will need to wash their hands thoroughly:

- On entry to the classroom
- Before snack
- After using the toilet
- Before lunch and after lunch
- At the end of the day

Additionally, we will be closing the school each Wednesday afternoon for a deepclean and to allow teachers time to plan the online learning across the school. On Wednesdays you will need to collect your child after lunch.

## If a child becomes unwell

We have an allocated space for a child to go to if they become unwell during the school day. We will call you to come and collect them immediately. All areas will then be thoroughly cleaned. We will follow all advice from Public Health England in order to keep the community as safe as possible. We will be using PPE in line with the guidance.

## School Meals

We hope to be able to offer a packed lunch provided from school each day. This is to enable children to stay in their bubble at lunchtime and to minimise movement around the school. The food will be delivered to the school for distribution. Children will need to make a choice each day about the filling for their sandwich. As usual you can also supply your child with a clearly labelled lunchbox or bag for lunchtime. Children will be asked to bring their own drinks for the day in a named bottle and a piece of fruit for snack time.

## Uniform

The children will not need to wear their uniform. For safety reasons, any clothes worn in school should be washed at the end of each day. This will mean that uniform will not be practical.

## Wrap-around care with FISH

If your child is currently in the Key Worker Group in school and in Reception or is a Nursery child who is starting school in September, you have a choice. If you would like to continue to use wrap around care provided by FISH, then your child will need to continue to be part of the Key Worker Group rather than their class pod. This is because a child can't move between pods as they may spread infection between the groups.

## Closures

If an adult in your child's pod becomes unwell and can't attend school, we will try to find a supply teacher to cover who doesn't work with other children. This may not be possible, and in this circumstance we may need to close the pod down until adequate staffing can be obtained. This means you may not be able to send your child to school.

## Site Safety

We will not generally be allowing access to the school site during the school day. If you have an emergency or need to speak to someone please contact us by phone or email. We will see parents for pre-arranged appointments and contractors who have business related to health and safety issues.

## And Finally

This letter will have given you a broad outline of how the return of more children to school will work at Ladysmith Infant and Nursery School. We will send out further details on 1st June relating to which gate to use when arriving at school and a consent form. This will need to be returned to us so that we can undertake the final preparations for re-opening.

Guidance from Government is changing regularly and it is likely that I will be in contact with you again soon with an update. In the meantime, if you have any questions we will be pleased to respond.

Please email: [infant.admin@ladysmithfederation.net](mailto:infant.admin@ladysmithfederation.net) and we will get back to you. We ask you to not contact the year group support inboxes as teachers will not be accessing these over the half term break.

We will aim to add a "Frequently Asked Questions" section to the school Website. You can find our Risk Assessment in the "Parents – Policies" section of the website.

Further updates from the Government for parents can be found here:

- [opening schools and educational settings to more pupils from 1 June](#)
- [schools and childcare providers staying open for critical workers](#)
- [changes to schools and education during the coronavirus outbreak](#)
- [supporting your children's education](#)

Kind Regards,



Emma Brown