Friday 4th September 2020

Dear Parents/Carers,

I hope that this letter finds you and your family in good health. In this letter you will find further information regarding your child starting school this month.

Firstly, may I once again thank you all. I am grateful to all of our new Foundation Stage parents for supporting the school with our current reopening. Your patience and understanding with the delay in your children starting school is making a huge difference. I would personally like to express my gratitude for your assistance with this.

**Foundation Induction Meeting (10th/11th September)**

It is with regret that we will need to cancel the parent meeting element of this afternoon. In our robust risk assessment, we have planned to not invite any parents into the school at the moment in order to keep our children and staff safe. Due to this, we are unable to host the meeting as planned.

It is vital that your children continue to have time in school for their transition as previously planned, this will not change.

* **Thursday 10th September (1:30pm – 2:30pm) we will invite class FSJ into school.**
* **Friday 11th September (1:30pm – 2:30pm) we will invite FCC into school.**
* **Thursday 17th September (1:30pm – 2:30pm) All Foundation children invited to school.**
* **Friday 18th September (1:30pm – 2:30pm) All Foundation children invited to school.**

Please bring your children to the Foundation Stage decking. The children will practise entering and exiting the school through their classroom door. When you enter the school site via the gate, please socially distance from other parents and children using the dots on the path shown below.



**Preparing for welcoming your children to school**

In line with government directives we will be putting in place a number of control measures for when your child starts with us in Foundation.

**Hygiene & Cleaning**

It is very important that we keep the school environment as clean as possible. We will be introducing a range of measures to help keep our school clean:

* **Clean hands thoroughly more often than usual**. We will continue to ensure that staff and pupils clean their hands regularly, including when they arrive at school, when they return from breaks, when they change rooms and before and after eating.
* **Ensure good respiratory hygiene by promoting the ‘catch it, bin it, kill it’ approach.** We will ensure younger children and those with complex needs are helped to get this right, and all pupils understand that this is now part of how school operates.
* Ensure that bins for tissues are emptied throughout the day.
* Propping doors open, where safe to do so (bearing in mind fire safety and safeguarding), to limit use of door handles and aid ventilation.
* Sanitisers will continue to be made readily available around the building, particularly next to touchpoints such as photocopiers.
* Cleaning materials will be available in each classroom so that staff can maintain standards of hygiene throughout the day.

We will be increasing our cleaning routines to ensure that the school is cleaned during the day, this will include cleaning the toilets, corridors and high contact points such as hand railings and door handles.

**Breakfast and After School Club (Klub Kidz)**

From the beginning of the term we will be starting Klub Kidz. The provision will open at 7.30am until the start of the school day, but it will end each day at 5.30pm so that the cleaning team can complete a thorough clean at the end of the day. Please inform the school should you require a place at the breakfast or after school club and you haven’t already done so.

**Social Distancing**

Protective Bubbles

The main and most pressing logistical consideration for our school was determining how to group our children thereby minimising the number of contacts between different people across the school. Our emphasis will be upon separating year groups within the school into ‘bubbles’. This will enable us to continue to deliver our full curriculum. To support this, we will be operating a number of key control measures:

* Each year group bubble will be isolated from all other bubbles as much as possible.
* The bubble will be taught and cared for by the same staff every day where possible and will contain the same children every day.
* Staggered break and lunchtimes will enable us to socially distance year group bubbles across playground areas, and time for cleaning surfaces in the dining hall between groups.
* There will be no large gatherings of pupils in September, such as whole school and key stage assemblies. Instead, we will be looking to operating virtual assemblies, streamed via Teams/Zoom into classroom bases for the children to participate in.
* Staff will have staff rooms within their protective bubble to avoid contact with children and staff in other bubbles.
* Each bubble will have its own first aid area to avoid children crossing bubbles for first aid.
* All of the children in Foundation, in both classes, will have the opportunity to play with each other throughout the day.

Breaks

* Each bubble will have separate playtimes and lunchtimes.
* Children will be allowed to use the toilet as required during the day. Staff will be monitoring the flow of children to the toilet to ensure no crossing of bubbles.
* The children will eat their lunch in their year group bubble.
* Foundation children will continue to have fruit supplied by the school for break time and will have lunch at their normal time.

Parents/Carers

* We would ask parents/carers to limit their approach/communication to staff on the playground and at the school gates. Senior members of staff will be available to speak to at the Foundation/KS1 entrance and at the KS2 entrance gate each day.
* All contact will be via email, telephone or Tapestry (where applicable) Any messages for specific staff must be telephoned through to the school office to be passed on.

**School Organisation**

School Uniform

* Children will start school in their school uniform. Uniforms do not need to be cleaned any more often than usual, nor do they need to be cleaned using methods which are different from normal.
* On the days when the children have timetabled PE, we would ask them to wear their PE kit for that day to limit changing and the need to bring in bags from home. Information about which days this will be on will be shared with you by your child’s class teacher. Please ensure that the children have warm PE clothing in addition to their white kit, particularly as the weather becomes colder.
* If you have not already done so, you can purchase your child’s school uniform from Trutex on Billacombe Road. We will not be able to offer a pop up shop in school at this current time.

Water Bottles

It is essential that children bring in a water bottle each day. This will need to return home each day to be cleaned. Any water bottles left in school each day will not be used the following day until they have been returned home for cleaning. If your child leaves their water bottle in school, please send a replacement the next day if possible. The children will not have access to the water

fountains for drinking.

Reading Books

When the children are ready, a selection of books will be sent home on a Monday for the week, these will be collected in on a Thursday in order for them to be left in quarantine for 72 hours before being reused again the following week. More information regarding this will be given to parents once school starts.

**Pupil wellbeing**

We fully understand that children and their families may have some anxieties with regards to starting school. At Elburton, we pride ourselves in the wealth of support, nurture and care that we provide not only for our children, but for our families too. An experienced team can help with any anxieties or worries you or your child may have upon returning. If you would like to discuss any concerns or worries prior to your child returning to school, please email: cchurchill@elburton.plymouth.sch.uk

Mrs Churchill will update the school website with ‘Frequently Asked Questions’ so that any questions or concerns that are raised by parents can be answered and viewed by all.

In the Event of Illness

We will be putting in place a number of control measures to minimise the risk of infection and to safeguard of children and staff. In the event of a member of our school community testing positive for Covid 19, we will follow the current guidance for childcare and educational settings set out by Public Health England South West.

* In line with government guidelines, we ask that if someone in the household has Covid-19, that the child does not come to school.
* Anyone who displays symptoms whilst in school, will be isolated immediately and parents contacted. Anyone who displays symptoms can and should get a test. Tests can be booked online through the NHS testing and tracing for coronavirus website or ordered by telephone via the NHS 119.
* We ask parents to inform the school immediately of the test results.
* If someone tests negative, they can stop self-isolating.
* If someone tests positive, they should follow the ‘stay at home: guidance for households with possible or confirmed coronavirus infection’ and must continue to self-isolate for at least 7 days from the onset of their symptoms.

These plans are based on the current guidance being provided from the government for schools and childcare providers. Our plans could be subject to change in response to any significant local or national responses to COVID-19. We will keep you updated via letters and email.

We are very much looking forward to welcoming your children into school and growing the school community together. Should you have any questions about any of the information above or about our plans for the reopening of the school, please don’t hesitate to contact me.

I very much look forward to meeting you all.

Kind regards,



Mr K Smithers

Acting Headteacher