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Dear Parent / Carer

This letter is to share with you the arrangements on how the school will be operating from September 2021. The government have made it clear in their guidance that we will be operating the school in much the same way we did pre-Covid. We will not have done this since March 2020, almost 18 months ago. This letter is designed to remind you what these arrangements were. Some of you may never have even experienced Larchwood working in this way.

The main differences from September mean children will no longer need to be in bubbles. This allows us to have the whole school in the dinner hall during lunchtime, the children will be able to be outside for all of break and lunch together and assemblies can happen. Any Covid cases will not mean whole year groups isolating. This is good news.

Personal hand hygiene will continue to be a key preventative measure to stop any potential spread of the virus. Additional hand sanitisers will still be in place in each classroom and around the school so children will be cleaning their hands frequently during the day. Similarly, we will continue to promote the 'catch it, bin it, kill it' approach. This will be on top of additional cleaning, which we will continue with throughout the day.

All children will need a named water bottle in school every day as they will not be able to use the water fountains at the start of term or share any cups. Their full PE kit will also need to be in school at all times.

### Breakfast club

As per normal, this will run from 7:30am until 8:30am. This does not need to be booked in advance. Children will be in year group tables for much of the time as this has worked well this year.

### Morning arrival

School will start at 8:30am. The gates will be opened by Mr Doug at 8:20am and parents and children can come and wait in the playground until the doors open at 8:30am. We expect children to be here for 8:30am. The gates will be locked at 8:40am and anyone arriving after this time will be late and will need to go to the school office to be signed in. I am hopeful that this will be a very rare occurrence.

Reception children will be able to enter via the very top gate on the semi-permanent path and wait in the back of the Reception area. Year 1, 2 and 3 will enter via the lower of the two 'top gates' and there will be a marked area for each class. Year 4, 5 and 6 will enter via the main 'lower' gate.

A member of the Senior Leadership Team will be present at both gates.

We are aware that the school site will be busy as we will now be 2 forms across the school. For the vast majority of our parents it is easy to walk to school and we would encourage you to do this. Parking is limited as you know, especially as we are also on a bus route. Please don't congregate at the gate after drop off.

### Lunchtime

All lunches will be eaten in the dinner hall. There will be a full menu as there is now and we hope to reinstate the full salad bar. School lunches will continue to be booked via ParentPay by midnight the day before. Those



children not having a school lunch will be able to bring a healthy packed lunch from home as normal. Children will be able to mix with other children in the dinner hall.

Children will not need to be kept inside for half of lunchtime as they are now. They will instead be out on the playground mixing with other children except when in the dinner hall.

### End of day collection

Pick up will revert to how it was pre-Covid with a few minor changes. Reception, Years 1 and 2 will finish at 3:10pm. The gates will be opened at 3:00pm. Reception children can be collected from the back of Reception where they were dropped in the morning and can leave by going out of the gate they entered from. Year 1 will come out of the main door by Year 1 in the Key Stage 1 playground and parents can wait in the main playground. Year 2 children will come out of the hall doors into the Key Stage 1 playground and parents can wait on the playground. 2B will come out of the door nearest the covered walkway and 2G will come out of the door nearest the car park. Each class will have an area for parents to line up in to make it easy to dismiss the children. Please stand in the appropriate line. There will be signs on the fence indicating where these are.

Years 3, 4, 5 and 6 will finish at 3:15pm. 3C will exit into the the Key Stage 1 playground via the main doors by Year 1 and parents can wait on the playground in the appropriate line which will be indicated on the fence. 3B will exit on to the Key Stage 1 playground via the hall doors nearest the covered walk way. **Year 4 will also leave via the hall this year onto the Key Stage 1 playground.** There will be an area for Year 4 parents to line up indicated on the fence. This is a change from before, but as we are now 2 classes in all years we feel this is the safest and easiest place to dismiss these children. They will come out of the hall doors nearest the carpark. Year 5 and 6 will then exit via the Key Stage 2 doors at 3:15pm.

### After school club

If children are attending after school club, this can be booked through the office (as per normal) by 2pm on any given day. Children will be kept in year groups as much as possible.

### Illness

If your child is ill and won't be in school, then you will need to follow the normal procedures in informing the office. The office will need to know if they are displaying any of the symptoms of Covid-19 (a temperature above 37.8°C, loss of taste / smell or a new, persistent cough). Any child who becomes ill whilst in school will need to be picked up within 30 minutes of us contacting you.

If your child is unwell and has any of these symptoms, either at home or in school, then the government expects you to book a Covid-19 test as soon as possible by calling 111 or online at: <https://www.gov.uk/get-coronavirus-test>.

Please inform the school once you have done this. Your child will need to self-isolate until either a negative test result is returned or, if the test is positive, for 10 days. The school will need to be informed either way about the outcome of the test. **Family members who are double vaccinated or who are under the age of 18 do not need to isolate whilst waiting for the test result and can continue as normal.**

If a child who has been in school tests positive for Covid-19, then Test and Trace will identify contacts, not the school. We will follow any advice given by Test and Trace. **All adults who have been double vaccinated and children under 18 who are close contacts won't need to isolate.** All close contacts (this may be the class) may be advised to book a PCR test. **If this is the case children can continue to come to school whilst waiting for the result.** This will minimise time off school for contacts.

**Any child who does test positive for Covid-19 will need to isolate for 10 days. If they are well enough, work will be set for them by the class teacher.**



## Uniform

Just a reminder that everyone needs to continue to be in full uniform from September. There are a small handful of children who have had trainers on for the last week of term as their shoes had broken. From September all children should be in proper school shoes. They should be plain, without shiny additions like butterflies, gems or lights.

Also, if children have long hair, this should be tied back with a hair band. This should be black, white or red only and not a scrunchie. Socks should also be plain, below the knee and without bows.

## Contingency Plan

Should we need to change these arrangements, then we will revert back to how we operated this year in part or in full. Similarly, if children have to isolate, remote learning will be put in place.

We are pleased that the aim is to revert back to a 'normal' normal.

We look forward to seeing you all on Thursday 2<sup>nd</sup> September at 8:30am.



Mr S Bowsler  
Headteacher

