

LARCHWOOD PRIMARY SCHOOL

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Dear Parent / Carer

Following on from the letter earlier in the month, we are now able to provide you with more details of the arrangements for fully opening to all children from Friday 4th September.

The guidance released by the government means that we will be running as close to 'normal' as possible with a full day in school with the wraparound care of breakfast club and after school club.

As previously stated, the children will be in year group bubbles to allow for the smooth running of the school day, however, they will predominantly be with their class of 30 (except for Reception).

Where possible children will need to social distance, but in a class of 30 this is not always possible, which is acknowledged in the guidance. However, to minimise risks of any potential virus spreading, there are a large number of control measures we are putting in place as set out in the government guidance.

Children from Year 1 to Year 6 will be sat at desks facing the front. They will be provided with their own resources to use daily (pens, pencils, rulers etc.) and this will stay with them from day to day.

Personal hand hygiene will continue to be a key preventative measure to stop any potential spread of the virus. Additional hand sanitisers will be placed 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, throughout the day, of frequently touched surfaces.

All children will need a named water bottle in school every day as they will not be able to use the water fountains that are in school or share any cups.

Breakfast club

As per normal, this will run from 7:30am until 8:30am. If you wish your child to attend breakfast club, this needs to be booked in advance. To do this, please contact the school office no later than 4.00 pm the day before breakfast club is needed. If you arrive before 7:30am, you will need to wait outside the school building. Children will be sat at year group tables so that there is no close contact with children from other year groups.

Morning arrival

We will continue with the arrangements for morning arrival we have had in place since June 1st but at slightly different times. The school gates will now open at 8:30am and drop off will be between this time and 8:45am. You don't all have to be here at 8:30am, but do need to be here by 8:45am as we need to have a steady stream of children arriving rather than a mad rush right at the beginning. This will then allow for better social distancing. There will be one way systems in place at all entrances. One adult can accompany children on to the school site along with any siblings. Children must remain with their parent at all times. On reaching the drop off point, children will need to be already carrying their things and ready to go so that it doesn't delay others in the line.

Reception will enter via a new gate and path which will be installed in the fence near the Reception building for parents to bring their children in and to be dropped by the back entrance to their building before joining the one way system to exit.



Year 1, 2 and 3 will enter the school site through the top gate (as per normal) and follow the one way system down through the playground to the Key Stage 1 double doors.

Years 4, 5 and 6 will enter through the main entrance (as per normal) and follow the one way system down to the Key Stage 2 doors. Year 4 children can be accompanied by an adult, but children in Year 5 and 6 will need to be dropped at the gate.

There will be plenty of staff to help with drop off at the start of term and as always a member of the Senior Leadership Team will be present at both gates.

Please don't congregate at the gate after dropping your child. This can cause an issue for other parents and prevent social distancing.

Lunchtime

School lunches will still be available, but with a number of changes. Those children not having a school lunch will be able to bring a healthy packed lunch from home as normal.

Reception, Year 1 and Year 2 will be eating in the dinner hall, social distancing from other year group bubbles. All children in these year groups qualify for a universal infant free school meal and the only thing you need to do is book this in advance on Parent Pay in the normal way. They will have a choice from either a hot meal (two choices) or sandwiches (cheese, ham or tuna). A reduced salad bar served by the kitchen staff and a dessert will also be available. Trays and cutlery will be prepared for the children.

Years 3 to 6 will eat in their classrooms. Those children having school dinner will be having 'grab bags' delivered to their classrooms and all parents need to do is book this on Parent Pay in the normal way. The 'grab bags' will contain a sandwich (of their choice), homemade biscuit / cake, fruit and a drink.

Children will choose their preferred lunch option during the morning registration.

All children will get at least 30 minutes outside in the playground with their year group bubble.

End of day collection

Pick up will need to be more controlled from September. It is vitally important that you arrive at the correct time so that children can be quickly dismissed to allow for other year groups to then be dismissed. Parents will be expected to social distance and only one adult can come onto the site. Siblings will be allowed in, but will need to stay with their adult at all times.

Reception parents will enter the school site through the new gate and wait in a line from the entrance to the back of Reception. At 3:05pm, parents will be allowed into the back of the Reception area where children will be dismissed to their parents so that you can quickly leave out of the back of the Reception area, following the arrows to the playground and the one way system.

Year 1 and 2 parents will be able to enter the school site at 3:05pm/3.10pm through the top gate and proceed to the yellow spots sprayed on the playground that correspond to each class. There will be staff and signage showing you where to go. Children will be dismissed at 3:10pm/3.15pm. Year 1 will be dismissed to their parents in the order their parents are lining up and parents will be able to follow the arrows out using the one way system. Year 2 will be dismissed through the hall doors to their parents in the order their parents are lined up and leave following the arrows on the one way system.

Year 3 parents will be allowed on site at 3:15pm and line up on the relevant spots, as directed by staff and signage. Children will be dismissed out of the hall doors at 3:20pm and leave via the one way system.

Year 4 parents will be allowed onsite through the main gate at 3:10pm and will need to social distance outside of the main entrance. Children will be dismissed through the two doors at 3:15pm.

Year 5 parents will be allowed onsite through the main gate at 3:15pm and social distance behind any Year 4 parents who are still present before moving forward. Children will be dismissed at 3:20pm through the two doors.



Year 6 parents will be allowed on site from 3:20pm and will need to social distance behind any remaining Year 5 parents. Children will be dismissed at 3:25pm.

	Arrival time	Pick up
Reception	3:00pm	3:05pm
Year 1	3:05pm	3:10pm
Year 2	3:10pm	3:15pm
Year 3	3:15pm	3:20pm
Year 4	3:10pm	3:15pm
Year 5	3:15pm	3:20pm
Year 6	3:20pm	3:25pm

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 group bubbles in the hall until 5pm, when those that remain will eat in the children's kitchen.

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).

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.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-an-antigen-test-to-check-if-you-have-coronavirus/>. 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 7 days. All other family members will need to self-isolate until a negative test result is returned or if the test is positive for 14 days. The school will need to be informed either way about the outcome of the test.

If your child becomes unwell in school you will be expected to answer your phone straight away and pick them up within 30 minutes of being called.

If a member of your household tests positive for Covid-19, then your child will be expected to isolate at home with you for 14 days.

Attendance

The government guidance is very clear that, come September, attendance is mandatory and as such, our expectation will be the same. For any child not returning, we will follow our normal procedures regarding non-attendance.

Learning

We are acutely aware that there will be some children who have not been in school for nearly 5 months by the time September arrives. Learning will happen in the normal way, with a full curriculum provision, but there will be a focus on identifying gaps in children's knowledge and skills in the core subjects. The aim will then be to fill these gaps. The government have set up a 'catch-up' initiative to help us do this. Reading books will be allowed to go home again which is great news.

The school has been running very smoothly since June 1st with about 80% of those children who are eligible to be back in school. I apologise for the length of this letter, but by sharing this with you it will mean that come the start of next term, things will continue to go to plan.

In the meantime, I look forward to seeing you all in September and enjoy the summer break.



Mr S Bowsher
Headteacher (September 2020)

