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August 25th, 2021

Dear Parents/Carers

Following the release of the DfE's updated [guidance](#) for school operations last week, and discussions with senior staff and governors, we write to outline the school's revised approach, to enable preparation for the new term. We urge all parents and carers to click on the link above and read the guidance from the DfE.

With the exception of enhanced hygiene and ventilation measures, the DfE require that **school operations return to pre-Covid arrangements in almost all aspects from the start of the new Autumn Term.**

Start/End of School Day

- The staggered day will end, with start/end times reverting to the following:
 - Start: 8:50am (junior children may be dropped off from **8:40am**, with staff on-site to supervise)
 - Finish: Nursery 2:50pm; Reception to Year 2 3:05pm; Years 3 to 6 3:15pm
- Use of queueing lines will be discontinued – classes should line up in the morning, and children be collected in the afternoon, as shown in the diagram on the last page.
- Facial coverings will not be required of adults when accessing the school site.
- If accessing the outer foyer area to speak to office staff, only one family should enter at a time.
- Children should wash their hands thoroughly at home just before leaving for school each morning.

Uniform/PE Kit

- Children should come to school wearing their PE kit on days when their class will have PE (timetabling information will be passed on to parents/carers directly from the class teachers) – on other days they should wear school uniform. This is for a trial period until the half-term break – any change will be communicated to parents/carers with plenty of notice.
- Children should wear the following kit for PE (except Nursery children):
 - Boys:** white T-shirt, dark shorts and pumps/trainers.
 - Girls:** white T-shirt, dark shorts (or dark leotard) and pumps/trainers.A dark tracksuit should be worn during colder weather.
Football club kits are not appropriate.

Belongings

Children may continue to bring bags to school, although the contents should be limited to that actually required. This may now include their own pencil cases.

Pupil Bubbles

The DfE no longer recommend the use of a pupil bubble system. Children will be able to mix with other year groups both outside and inside the school building. Positive Covid cases in classes will be handled by NHS Track and Trace – classes will not be 'closed' except on the advice of local health teams.

Communication with teachers/school office

In these early days of reduced measures, particularly after a period when many people will have mixed on holiday, either in the UK or abroad, please understand that there may be a degree of anxiety on the part of staff (and other parents) during face-to-face meetings. Therefore, if you wish to speak briefly to a teacher at the classroom door, please maintain a reasonable distance at the beginning of term; if a longer meeting is



needed, please contact the office to make an appointment. Alternatively, telephone meetings or contact via the class email address are also still available.

Further Information

The school's contingency plan will be available online before the start of term - in the event of an outbreak, this may recommend a partial return to pupil bubbles for the affected classes only, following consultation with the local health teams.

We look forward to welcoming you all back to school for the autumn term.

Kind regards,
Duncan Rose, Headteacher
Brian Turner, Chair of Governors

If your child shows symptoms of Covid-19, they should not attend school, and the government's [Stay at Home Guidance](#) should be accessed and followed.

If your family has recently returned from abroad, your children (aged 5 and above) will need to take a COVID-19 travel test on or before day 2, but do not need to quarantine (unless travelling from a red zone, in which case hotel quarantine rules apply).

Adults need to follow the relevant quarantine advice, depending on where they have travelled from. See the UK government's [Travel Advice](#) for further details.

ACCESS TO THE BUILDING

START OF DAY (08:40 ONWARDS)

No ball games are allowed before school due to the class lining up positions.

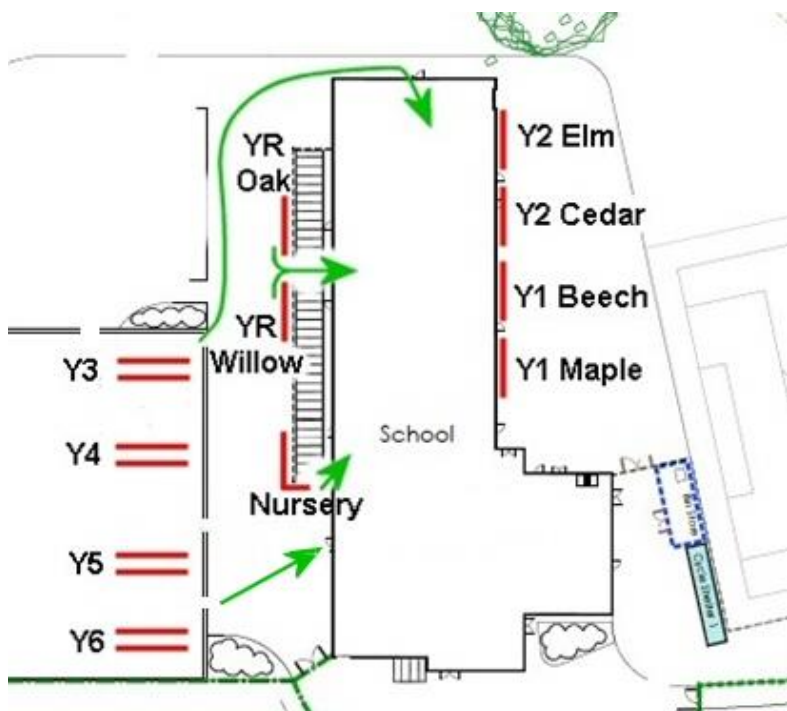
CLASS LINING UP

See red class lining-up positions as indicated below; green arrows show the access routes into the building.

Nursery and Reception classes will line up alongside the picket fence surrounding the Early Years canopy.

Year 1-2 will line up alongside their respective classrooms windows.

Year 3-6 will line up facing the building on the marked pitches – line positions will be indicated by signs



POOR WEATHER

If conditions demand, children will be allowed into the main building from 08:40 onwards.

Nursery, Reception and Y1/2: enter by their cloakroom doors (usual entry)

Y3/4 enter at their usual staircase.

Y5/6 enter at their usual staircase.

END OF THE DAY

Children will be collected either from doors into the main building or from the Early Years canopy area, as indicated below:

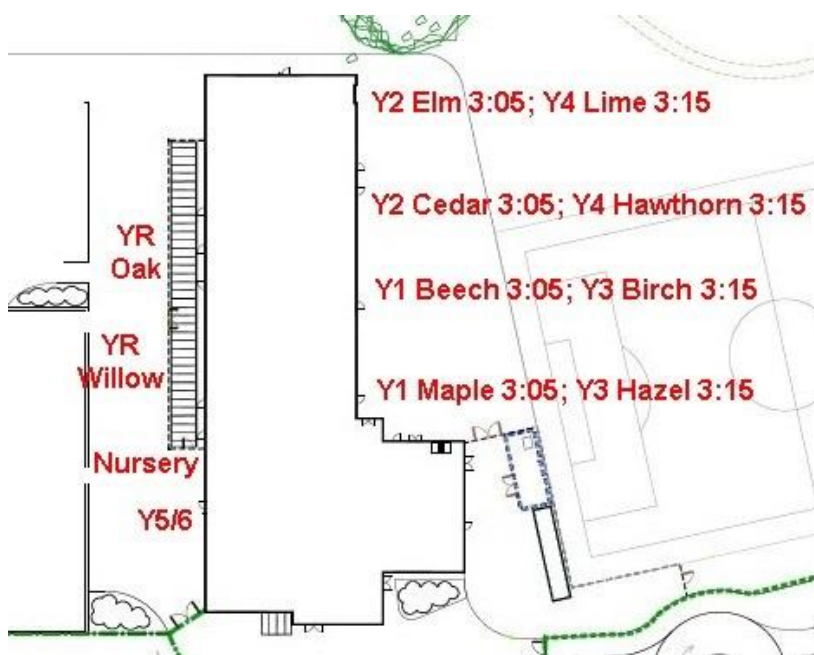
2:50 Nursery children collected from Nursery gate

3:05 Y1/2 children collected from their classroom doors on KS1 side

Reception children collected from canopy area gates

3:15 Y3/4 children collected from classroom doors on KS1 side (as shown)

Y5/6 children collected from staircase doors on KS2 side (if not walking home by themselves)



NURSERY – lunchtime changeover

11:50 Children leaving/arriving should do so via the Nursery gate.