

Thursday 4<sup>th</sup> March 2021

Dear Parents/Carers,

I hope that you are well and that everyone is looking forward to heading back into school. 😊

After reading the information in Government guidance, I am writing to you to confirm the arrangements for the return to school for all children.

The risk assessment for school from 8<sup>th</sup> March has been uploaded on the school's website after the announcement on 22<sup>nd</sup> February and has been approved by our Board of Directors. The link can be found at <https://www.tatworth.somerset.sch.uk/wp-content/uploads/2021/03/Covid-19-Risk-Assessment-update-for-March-2021-4-March-for-website.pdf>

When children return to school, as in September, they will be supported to understand the ways in which we will be helping them to be safe. We will be grouping children in bubbles in their class year (Rec, Year 1, Year 2, Year 3, Year 4, Year 5 and Year 6) and limiting the interaction between bubbles to reduce the number of households that children come into contact with. This, combined with increased hand hygiene, increased cleaning, ventilation throughout the day, staggered starts to the beginning and end of the day, staggered break and lunch times and changes in the way we manage resources and deliver parts of the curriculum, should help us to minimise the risk to everyone in our community.

We ask you to support this work outside of school too. For all children and staff to be as safe as possible, please can you follow the necessary steps below. We also need reassurances that you will continue to follow the guidance at the weekends and outside of school time.

I have put together some bullet points to ensure that everyone is aware of the changes/adaptations to routines from Monday 8<sup>th</sup> March:

#### Drop off and Collection:

- Previously, the school day will start at 8.40am for children in Years 1, 3 and 4. School will start at 8.50am for children in Reception and Years 2, 5 and 6. School will finish at 3.20pm for Years 1, 3 and 4, and at 3.30pm for Reception, Years 2, 5 and 6. This is to enable us to stagger the number of parents and pupils approaching the school at any one time without compromising teaching time during the day.
- All school gates will be used during drop-off and collection times. Reception and Year 3 children will use the main school gate; Year 1 and Year 2 will access school through the gate in front of Beech Class and Year 4, 5 and 6 will come in through the bottom playground gate. The field gate can be used by all families. Children will exit at the end of the day from the gate they entered in the morning.
- **Arrive only between your child's specific time slot:** we ask for families to walk away and come back to the gate at a less congested time if there are too many people. A yellow box has been marked by each gate to give all children the space to walk through the gate. There is to be no waiting in this box.
- Families with Reception children will no longer have to use the drive way in the morning. The neighbour has agreed for parents/carers to use the driveway as a waiting zone at the end of the school day.
- Please wait in your car until the start of your child's time slot or socially distance in the field: we must limit adults from waiting around at the front of school.
- Please do not park where there are cones outside of school. These cones are to allow families to walk to school safely where there is not a path.



- Parents/carers should wear a mask to school. Using a hand to cover a face will not do and you will be asked to go back to your car to collect a face covering.
- If you have a facemask for your child, which they will be wearing to and from school, please take it home with you for safekeeping when you drop them off.
- To reduce congestion, we ask that just **one adult** will accompany children to school and collect them. There will always be a member of school staff available at each gate to take messages.
- All children will enter and leave classrooms by their outside doors.
- We have changed the drop off and collection times to greater support those families with siblings in both time slots and remove the need for people to wait outside the front of the school or in the field. Adults should move away from school as soon as they have dropped or collected their child(ren). Please follow this guidance so that staff do not have to give reminders. Staff will hold up the coloured card to indicate which time slot can access the gate at that time. **All children can access school immediately if they arrive during their time slot.**

Family type	Drop off times	Collection times
<b>Children only in Y1, Y3, Y4</b>	<b>Yellow times: 8:30 – 8:40 am</b>	<b>3.20 – 3.30 pm</b>
<b>Children only in Rec, Y2, Y5 and Y6</b>	<b>Red times: 8:40 – 8.50 am</b>	<b>3.30 – 3.40 pm</b>
<b>Families with children in both drop off times</b>	<b>Orange times: 8:35– 8.40am for child(ren) in Y1, Y3 &amp; Y4</b>  <b>8:35–8.45am for the child(ren) in Rec, Y2, Y5 and Y6.</b>	<b>3:25–3.35pm for the child(ren) in Y1, Y3 &amp; Y4</b>  <b>3:30–3:35pm for the child(ren) in Rec, Y2, Y5 and Y6.</b>

Examples:

**Family A** has two children, a child in Y1 and another in Y2. Both children can be dropped between 8.35 and 8.40 am. Both children can come straight onto the school site. **Family B** has three children, a child in Y1, another in Y3 and the eldest in Y5. The Year 3 child can be dropped at the main gate between 8.35 and 8.40 am; the Year 1 child can be dropped at the gate by Year 2 between 8.35 and 8.40 am, so there will be no waiting and the oldest child can go to the bottom playground gate between 8.35 and 8.45 am.

#### Extra information:

- The Breakfast Club and the After-School Club will continue to run from Monday 8<sup>th</sup> March: please refer to the previous routines for dropping off and collecting. These include waiting at the main gate at 7.45 am or 8 am for Breakfast Club and 4.00 pm, 4.30 pm, 5.00 pm or 5.30 pm for After-School Club. All children must also be booked into the sessions beforehand so that we are fully aware of numbers. Wraparound care will be available to support parents to work, attend education and access medical care.
- **Bringing books/equipment back to school: Please can we ask for only the class reading book and reading record be brought to school on Monday 8<sup>th</sup> March.** All other books and work need to stay at home until later in the week. On Tuesday 9<sup>th</sup> March, children with a surname starting A-F should bring in their work and exercise book; On Wednesday 10<sup>th</sup> March, G-L should bring in their work; On Thursday children with surnames starting M-R and finally on Friday 12<sup>th</sup> March all remaining books need to be brought in. Work will be left to stand for 48 hours before it is looked at by class teachers.
- Children should not bring items from home such as toys. Skipping ropes cannot be brought to school for at least the spring term.
- Children should wear their school uniform, including school shoes – shorts and summer dresses are welcome, when the weather gets warmer. Please contact the school office if you are having difficulty getting uniform items. We are asking parents to be mindful of bringing in as few items from home as possible. If the weather forecast is warm and dry, please leave coats at home too.



- On PE days, your child should come to school in their Tatworth PE kit. This is for the remainder of the spring term and will reduce the bags coming into school. We have stock of PE t-shirts, grey hoodies and black joggers which can be purchased through ParentPay. Please see the website for our PE uniform: wearing football kit to school would not be appropriate. Children can also access PE in their uniform and just wear trainers, if that helps.
  - Reception on a Friday
  - Year 1 and 5 have PE on a Thursday and Friday
  - Year 2, 3 and 4 have PE on a Wednesday and Thursday
  - Year 6 have PE on Tuesday and Thursday
- Children having packed lunches should bring their food in washable, plastic containers which are named and can be thoroughly washed each night. Each child should have a named water bottle in school and this will be sent home daily for washing.
- With advice that we must limit items brought into school, we are requesting that children only bring in a small bag or their book bag with their reading book. On the first day, we request only reading book and reading record be brought to school. All other exercise books will be collected in on a rota basis.
- We have additional risk assessments and procedures in place for certain curriculum activities such as PE and music that will enable us to continue delivering a wide and rich curriculum to all children.
- Children must understand that we will be doing our very best to maintain social distancing in order to look after each other, and while we know they will be very excited to see each other, they must refrain from cuddling, hugging or kissing each other.
- Again, at this time, no parents will be allowed to enter the school building unless with a prearranged appointment, as we are restricting access to everyone apart from essential staff, partner agencies and contractors. Please leave a message with the adult on the gate or contact your child's teacher via the Homelearning email account or school office account or telephone 01460 220565, or me, by email, should you have any queries.
- Please ensure that you notify Mrs Kellaway in the office if you have changed any of your own emergency contact details, and remember to send in any regular medication that your child may require, such as an inhaler. The adult on the gate will be available to receive consent forms on the first day back at school – if your child needs to have medication in school we cannot administer it without consent. The link to the medicine consent form is here  
<https://www.tatworth.somerset.sch.uk/parentinformation/expectations/#1526901749081-0c7fc6e4-70e3>  
 We can provide a paper copy if you need a printed version.
- Please make sure that you are aware of our procedures for managing a symptomatic child and the implications for isolating members of the bubble (children and staff) prior to a test outcome being confirmed - this is detailed in our risk assessment. The first contact for school will be our local public health team who will advise on action to be taken.

The Government released information this week about available lateral flow tests for households where there are children attending primary and secondary schools. I sent this link to you on Monday, although I have attached it again for your information:

<https://www.gov.uk/guidance/rapid-lateral-flow-testing-for-households-and-bubbles-of-school-pupils-and-staff>

We understand that the vast majority of children will be excited to return to school and to see their friends again, but that for some, there will be a level of anxiety about what the school day will look like and what new procedures will be in place. We want to reassure you that pupils' wellbeing and emotional health is paramount in our thoughts and that we will be alert to any pupils who appear to be struggling. During the first four weeks in school we will have additional lessons on PSHE, relationships and friendships.

If you do have any further queries, please don't hesitate to get in touch.

Kind regards,



Tracey Hart  
Headteacher

