

Benwick Primary School



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Friday 22nd May 2020

Dear Parents and Carers,

Partial re-opening of School from 1st June – this date may change to a later date. If the date is pushed back, then the current system will continue with only key workers' children, who currently attend school, coming in to school.

I am writing to explain details for additional year groups returning after the half-term break. As parents, you have made the decision to send your child to school and we now expect you to send your child **every day**. For those who have been accessing provision throughout school closures, some of the procedures will be different to those you have become used to. **Please do read all of this information carefully.** The procedures outlined below follow government and Local Authority Guidance for the safety of pupils and staff:

Start of Day procedures:

Please do not park in our carpark or on the yellow lines outside the school – we have purposefully kept this area free for social distanced arrivals and collection of children.

- 1 parent only – children not attending school should not come if there is someone who can look after them at home.
- Wait as a family group, social distancing from other groups, in the car park area (we have kept most of this free of cars so that there is lots of space). Please be ON TIME not early or late.
- Children will be let through the gate, and instructed where to go. (Parents will not be allowed in to the school building or grounds).

Arrival times:	Year Groups: (If your child/children fall within more than one category – we will discuss with you the arrival and collection time you should use, with you).
8:45-8.55	Year 2,3,4,5 Key Workers
8.55-9.05	Year 6
9.05 – 9.10	Year 1
9.10-9.20	EYFS (Reception)

During the Day:

Fixed 'Bubbles' - Classroom Bases & Staff	
Reception Children – Robins Classroom – main building Mrs Palmer/Miss Stone & Mrs Fiore	Year 6 – Old Owls' Classroom –mobile Miss Baker & Mrs Strong
Year 1 Children – Old Swans Classroom – main building Mrs Piper/Mrs Hinson, Mrs Hart & Mrs Few	Key Workers – Herons Classroom – mobile Mrs Smith, Mrs Kelso & Miss Claxton

- Children will be kept in their own groups and **MUST** not mix with others (this is a behaviour expectation). Therefore they will have separate playtimes, canteen times/ or eat in their classrooms – with allocated seating, specific areas outside to play at lunchtime and allocated specific staff.
- Children grouped in mobile classrooms will **NOT** be allowed in the main building and children grouped in the mobile will **NOT** be allowed in the main building.
- For Y1 upwards children will have their own desk and chair in the classroom which will remain the same throughout and they will be strongly encouraged to remain in their spaces when in the classroom and to social distance at all times.
- If the children need to leave the classroom (breaks, outdoor activities etc) they will be expected to line up 2m apart, or be sent out one at a time.

End of the day procedures:

Mon-Thursday Collection times:	Year Groups: (If your child/children fall within more than one category – we will discuss with you the arrival and collection time you should use, with you).	Friday Collection times:
2.30-2.40	EYFS	12:30
2.40-2.50	Y1	12:40
2.50-3.00	Y6	12:50
3.00-3.10	Key workers	1:00

Like many schools across the country, in order to facilitate teacher planning time, without introducing additional adults in to groups which have been kept separate, **we will be closed from Lunchtime on a Friday** – this has been approved by the Local Authority. We would like this to be for ALL children, including key workers’ children if possible, to enable planning and preparation for the week ahead as well as additional cleaning to ensure safe environments for children, we appreciate your support and flexibility.

Children will need the following DAILY:

Water bottle – water fountains cannot be accessed at this time

NAMED PE kit

Sun cream - NAMED (children must be able to apply this themselves)

Sun Hat – NAMED

If sandals are to be worn, these **MUST** be closed toe for health and safety reasons

Behaviour:

Expectations will be made clear to children on the first day and these will be reinforced regularly. We know things will be different and potentially feel uncomfortable initially , but we **DO EXPECT** excellent behaviour at all times. We know, at times, a child may display unsafe behaviour; in line with the government guidance school will risk assess these situations to decide whether they can safely meet the needs of that child whilst protecting other children and staff. If it is deemed that a child is not safe to be in school, the school will contact parents/carers to collect the child and ask them to engage in home learning rather than attending the school setting.

Illness:

If your child is ill, do not send them to school. If your child become unwell at school, we will send them home.

If we suspect your child has symptoms of Covid-19, we will isolate them and call you to immediately collect them, you will need to have your child tested. Further information will then be given.

Our aim is to keep everyone safe whilst still providing an excellent education in a mutually respectful and supportive environment. It is vital that we are all resilient at times such as these and I thank you for your patience and support.

I will keep you informed if any developments in the half-term holiday and will confirm one way or another whether we will be open on 1st of June for additional year groups, although I do not expect to be able to do this until 29th May.

With best wishes for a lovely half-term,

Clare Talbot

Headteacher