

## Redland Community Primary School

Brook Street  
Chippenham  
Wiltshire SN14 0JE  
Telephone: 01249 651623



Email: [office@redland.wilts.sch.uk](mailto:office@redland.wilts.sch.uk)  
School Website: [www.redland.wilts.sch.uk](http://www.redland.wilts.sch.uk)

Headteacher: Mrs Veronika Joy  
School Business Manager: Mrs Sam Hook

### School Arrangements for September 2020

Thursday 16th July 2020

Dear Parents and Carers,

I hope that you are all keeping safe and well. I am writing to give you further information about arrangements for September. We have been working hard to put these plans together, and have used updated government and local authority guidance when devising them.

#### Timings of the school day:

Classes	Start	End
Wrens & Owls	8:25am	2.40pm
Robins & Starlings	8:35am	2.50pm
Puffins & Nightingales	8:45am	3.00pm
Buzzards & Hawks	8:55am	3.10pm
Kingfishers & Falcons	9:05am	3.20pm

\*Children in Reception have their own transition timetable, and will not be starting full time with us straightaway.

All classes will enter the school via the playground gates and line up in their classes. Wrens and Owls will line up on the Key Stage 1 playground; all other classes will be lining up on the main Key Stage 2 playground. We appreciate that having a staggered start and finish to the school day is not straightforward for parents, but we have been directed to do this in order to minimise congestion. We have tried to keep these times not too far away from each other. If you have children in different classes, and the different drop off and collection times prove to be a challenge, then you can bring your children into school at the latest time and collect at the earliest time.

For example: If you have children in Robins and Hawks, you could bring both children in at 8.55am (latest time for these classes), and collect both children at 2.50pm (earliest time for these classes).

We will be staffing the school gates to allow these classes into the playground in stages. There will be playground markings and signage to show children where they need to line up. In order to minimise congestion, we are only allowing one parent/carer to accompany their child onto the playground. We will have an area for parents and carers to wait if they wish, but we would ask parents to exit the playground as soon as possible, so that we can be ready for the next classes to come in. We will be allowing only 10 minutes for each pair of classes to enter. Children will use hand gel provided, and then they will be sent into their classroom. Staff on the playground will communicate with staff inside the building using walkie talkies.

At the end of the school day, we will be opening the playground gates, again in stages, and allowing parents in to wait in a socially distanced manner. We will send children out of the school building, and onto the playground in their class groups. Again, please exit the playground in a timely manner, so we are ready for the next group of classes. Likewise, please do not arrive too early for drop off and pick up.

## **Breakfast Club and After School Club**

We are currently working on how we can provide this service in the new academic year. It will definitely not be running in the first week (3 school days). We will be sending out a separate letter regarding this service shortly.

## **Uniform**

Uniform will be worn as normal. Please ensure clothing is weather appropriate. There may be times when children need to bring coats in, as we would like to take the children outside as much as we can. Sun cream will need to be applied at home when needed.

## **PE Kits**

We will be starting the year with NO PE kits in school. Each class will have an allocated day for PE, where they can come to school dressed in their PE kit. This information will be sent home shortly. PE kit consists of black shorts and a white t-shirt. In colder weather, children can wear tracksuit tops and bottoms. We only ask that these are a plain dark colour.

## **Bookbags**

Children can bring bookbags into school. Year 6 children ONLY are allowed to bring in a small rucksack to help with their extra learning books. Each classroom will have their own set of reading books which can be sent home with the children. We will set up a 'book quarantine' for returned books, before allowing them to be sent out again.

## **Lunch and Snack**

Please order school dinners in advance using [schoolmoney.co.uk](http://schoolmoney.co.uk) (as normal). Payments can also be made here. School lunch information and menus for next term are now on the school website. A reminder that all children in Reception, Year 1 and Year 2 are entitled to 'Universal Free School Meals.' Children will need to bring their own snacks for playtime (fruit, cereal bar, etc), as school will not be able to provide these yet.

## **Curriculum**

We will be starting our school year with a whole school theme on 'Returning to School.' This will be primarily focused on PSHE, re-establishing friendships, school structure and learning new rules and routines. Teachers will also be addressing key English and maths skills, but ensuring children still have dedicated time for other subjects. More information will be on the class pages of the school website in September.

## **Preparation at home**

Children will need to be prepared for school not being the same as it was before we closed in March. The staff will of course do everything they can to settle and reassure the children, and to teach them new school routines for this period of time. The children will be in class 'bubbles' or phase 'bubbles.' Wrens and Owls will be a phase bubble together, due to the nature of the Early Years provision, and the classroom environment. Children will not be able to mix with different classes like they would normally at playtime and lunchtime. In line with the directive regarding staggered start and exit times, the classes will also have staggered breaks and staggered lunchtimes. We will of course be explaining this to the children in September, but it would be good if you could talk this through with the children as part of their preparation for returning to school – particularly with those children who haven't been back to school since March. Children are now not expected to follow the 2 metre distance rule amongst themselves, but instead will be asked not to get too close to other children.

## **Preparation and procedures at school**

Due to the highly contagious nature of the Covid-19 virus, we cannot guarantee that children or adults won't become infected. Here is a list of what we will be doing in school to minimise the risk of infection,

and to keep our children and staff safe. We are currently compiling an updated risk assessment, based on the new guidance, which has to be sent to the Local Authority to be checked. We will be sharing this on our school website in the next week or so. Some of the key points are listed below:

- We are asking parents and carers to keep children at home if they show signs of being unwell. Please check the government guidance regarding Covid-19 symptoms: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>
- Children or staff who become unwell during the school day will be sent home. We have a dedicated quarantine space in school to take children or staff who present with symptoms. Children will wait here to be collected, and we ask that parents and carers do so promptly, should this happen. They will be eligible for a Covid-19 test. If there is confirmation of a positive test, that would mean everyone in that class or phase bubble, including adults, would have to self-isolate for 14 days.
- All children must be brought to school by only ONE parent/carer.
- Social distancing measures will be in place across the school. This will be primarily for adults who will need to maintain a distance.
- Areas will be clearly marked out, e.g. where to stand on the playground when waiting to enter the school building. Staff will be teaching and reinforcing new school rules and procedures, but we must stress that children may from time to time forget this, as they are children! We will be discussing new behaviour rules in September, which will take into account keeping safe during the ongoing Covid-19 pandemic.
- Routine surface cleaning will be carried out frequently across the school day, in addition to end of day cleaning procedures. Handwashing will be frequent across the school day and each teaching space will also have a supply of hand gel.
- Children will be able to bring in bookbags, water bottles and lunchboxes, which will have dedicated storage space. School dinners will be available for those that wish to order them. We have been advised to operate a cashless system at this time – payments can also be made on School Money.
- There will be staggered break times and lunchtimes throughout the day, so that children can remain in their class or phase groups.
- Children will have their own set of stationery provided in the classroom. Please **do not** send in pencil cases.
- Learning spaces will be well ventilated with windows and classroom doors kept open.

Our fantastic staff will be working hard to ensure that children are welcomed back into school with a smile and we are really looking forward to seeing them. There will be a significant focus on helping the children to adapt to new routines and to support them with returning to school. The children's physical, social and emotional wellbeing is our highest priority.

I hope that this has given you a good amount of information on what September will look like at school, and how we are trying to keep children and staff safe. We all appreciate your ongoing patience throughout this period of time, and the fantastic support you have shown.

We are really looking forward to welcoming all the children back to school. We have missed them all so much, and it will be great to have that lovely atmosphere back in school when all the children are here! We will see you on **Wednesday 2<sup>nd</sup> September!**

With best wishes,  
Mrs Joy and the Redland Team