



Coleham Primary School

For every child, an Excellent Education

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Headteacher: Ms C Jones

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13th August 2020

Dear Parents and Carers,

I hope that you are all enjoying a lovely summer break.

The government guidance for the full opening of schools has recently been updated and I am writing to provide you all with details regarding September, when we plan to welcome **all** children back to school.

Returning to school is vital for all children's education and for their wellbeing, especially considering the large amount of time off most of our children have had in recent months. We have been working very hard behind the scenes, updating our risk assessment to ensure that proportionate measures are in place for children and staff. Our aim is to keep our pupils as safe as we possibly can, whilst providing a high quality education for everyone.

School attendance will be mandatory from the beginning of the Autumn term and the usual rules on school attendance will apply, with absence being followed up, as usual, by our office staff. Therefore, please can we ask you to call in if your child is absent, explaining the reason for their absence. Further details regarding pupils who are shielding or self-isolating can be found below.

From September, we will be retaining the protective measures for pupils and staff that we already have in place, including:

1. Individuals with coronavirus symptoms **must not** attend school. Pupils and staff also **must not** attend school if someone in their household has coronavirus symptoms (high temperature, new continuous cough, a loss of change to your sense of smell or taste);
2. Cleaning hands thoroughly and more often than usual, using sanitizer and/or water and soap at regular intervals throughout the day;
3. Ensuring good respiratory hygiene by promoting the "catch it, bin it, kill it" approach. Tissues will be available and there will be lidded bins in each classroom in which to dispose of used tissues;
4. Continuing with our enhanced cleaning schedule, including cleaning frequently touched surfaces, toilets, classroom equipment and outdoor equipment more often;
5. Minimising contact between individuals to year group bubbles when inside school. Most of the time they will be in their class groups (of around 30 pupils) but will sometimes mix for reading and interventions etc. Where possible, staff will remain consistent within year group bubbles, however, specialist teaching is allowed to continue (e.g. PE with Mr Venn, French with Mrs Jones and Music with Mrs Porrett). Our specialist teachers will aim to keep the distance between themselves and the children they are working with, where this is possible;
6. Staggered break and lunchtimes (including areas used) will operate to ensure that year group bubbles are maintained as much as possible at all times;

7. We will encourage our older children to keep their distance within their group, where possible, and seating in classrooms (in Years 2 – 6) will be arranged in rows so that children are not seated face-to-face. The guidance recognises that younger children will not be able to maintain social distance and it is acceptable for them not to distance within their groups. Reception and Year 1 classrooms will be set up as usual to allow for a full delivery of their curriculum;
8. Staggered start/finish times and different drop off/collection points will be in place to reduce the number of people in and around our school site each morning/afternoon. Further details regarding this can be found on the attached parents' guide sheet. Children will need to be dropped off and picked up at their allotted times regardless of which year groups their siblings are in.
9. Educational professionals can continue to visit children in school, but we will be reducing numbers of other visitors and contractors on site during the school day. We ask that parents try to contact the school office by telephone or email before coming to into school. If you absolutely need to visit the office, you will need to wear a face mask.

Here are some answers to questions you might have:

Which children **SHOULDN'T** come into school?

- Children should not attend school if they have symptoms, a positive test result or are self-isolating due to symptoms in their household. They should also not attend if they are a close contact of someone who has coronavirus. If a child or members of their household show symptoms, they will be eligible for a test and can contact school to find out more details about this – ***please see the attached parents' guide to procedures for children showing symptoms or who have a confirmed case of COVID-19.***
- Shielding advice for all adults and children paused on 1st August. Therefore, any pupils on the shielding patient list can return to school, as can those who have family members who are shielding. Full advice on shielding can be found here: [current advice on shielding](#);
- Some pupils who no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school.

Please let us know if you have any concerns regarding the return to school so that we can provide reassurance of the measures we are putting in place to reduce the risk in school.

Should my child wear uniform?

- We would like all children to wear uniform, including school shoes, as usual. There is no longer a requirement to clean clothing in a particular way;
- We will be asking children to come to school in their PE kits on PE days to reduce the number of items in school;
- Your child's class teacher will let you know the finer details in the Class Bulletin. **Please do not send PE kits into school.**

What does my child need to bring into school?

- Lunchbox (if they are having a packed lunch);
- Healthy snack for break time (if they are in Key Stage 2 and would like a snack);
- Water bottle;
- Waterproof coat and, if the weather is hot, a hat.
- Woodland Work kits for children in EYFS/Y1/Y2. More details regarding this will follow in the Class Bulletin;
- Mobile phone (for those children in Years 5/6. Mobile phone agreements will be sent to Year 5 parents at the start of term);
- Children are now permitted to bring bags into school, but please do not send large bags as we do not have sufficient storage space in the cloakrooms;
- Reading book (either from home or a school reading book provided by us with reading diaries, please);
- **Please do not send: pencil cases, PE kits, toys etc. We are aiming to keep the amount of items brought in from home to an absolute minimum.**

Will my child receive a school dinner?

- We believe it is very important to offer all children a hot dinner each day, therefore, this will be provided each day. Menus will be sent out soon;
- Lunchtimes will be staggered and will run over a 2 hour period, allowing year groups to access the hall separately with regular cleaning in between each year group bubble;
- Some KS2 classes will be able to have a *Grab 'n Go* lunch in take away containers which they can eat outside or in their classes if raining. Reception children will eat their lunch in their classrooms, supported by their Teachers and TAs.
- The timetable for KS2 will be rotated over alternate weeks so that different year groups have lunch at different times, sharing out *Grab 'n Go* and eating in the dining room to make it fair. Some children will have to wait until 1pm for their lunch, which we know is not ideal and we are therefore suggesting that children in KS2 come into school with a mid-morning healthy snack (**no nuts or sesame please**) to keep them going until lunchtime. KS1 children will be provided with a snack, as usual.

Will breakfast and after school club run?

- These clubs will operate, once again, with some slight changes. In order to reduce the risk, the club will be split into 2 smaller groups and there will be some slight changes to start times for breakfast club and collection times for after school club to ensure that the clubs run smoothly. A separate letter will be sent out to you if your child attends these clubs.
- Despite the children being in year group bubbles, there may be some mixing at breakfast and after-school club. This is unavoidable, but permitted under the guidance, so long as the bubbles are maintained as much as possible throughout the rest of the day.

Will extra-curricular provision be provided?

- We are aiming to run some clubs from the Autumn term, however, we will not be running as many as usual due to the safety measures that need to be considered. We hope to be back to normal with more clubs on offer by the Spring term;
- Clubs will be run in year groups so that existing bubbles can be maintained;
- More details regarding clubs will follow in September.

What does the Government guidance actually say?

- If you would like to read the full guidance we are working from, please follow this link to read the detailed guidance published by the Government:
<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

In preparation for our full re-opening, we have adjusted our robust risk assessment, based on the detailed Government guidance. This risk assessment has already been shared with all school staff and we will also use time on our PD day in September to provide staff with a full Health and Safety briefing. Please refer to the attached parents' guide for more details regarding these arrangements and safety procedures.

We are all really looking forward to seeing the children back in school and welcoming our new children on **Thursday 3rd September** for the start of term. Many of our children have had a long time away from school and I appreciate that returning to school may feel daunting after such a long time. However, rest assured that we will support any children who need it to ensure that their return to school is a success.

I hope that you enjoy the remaining few weeks of the summer break.

Yours sincerely,

Clare Jones

Ms C Jones
Headteacher