



# Coleham Primary School

*For every child, an Excellent Education*

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**Headteacher: Ms C Jones**

**Deputy Headteacher: Mr T Larkham**

1<sup>st</sup> March 2021

Dear Parents and Carers,

I hope that you all had an enjoyable weekend.

As you know, all schools will be welcoming **all** children back on March 8<sup>th</sup>. I am therefore writing to provide you with details regarding the safety measures that we will be putting in place and to provide you with other key information.

## Attendance

School attendance will be **mandatory** for **all** pupils from 8<sup>th</sup> March. 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.

## Safety Measures

We will be retaining the following 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 sanitiser 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. Occupied spaces will be kept well ventilated.
6. Minimising contact between individuals to year group bubbles when inside school. Most of the time, the children 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 Madame 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.
7. Staggered break and lunchtimes will operate to ensure that year group bubbles are maintained as much as possible at all times.
8. 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.

9. 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 will be sent to you later this week. Children will need to be dropped off and picked **up at their allotted times** regardless of which year groups their siblings are in.
10. Staff will wear face coverings around school in areas where social distancing is not possible. Please ensure that you wear face coverings **at all times** when on the school site.
11. 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.
12. Asymptomatic testing for all staff will continue with staff testing twice each week.

Here are some answers to questions you might have:

***Should my child wear uniform?***

- We would like all children to wear uniform with school shoes or trainers;
- We will be asking children to come to school in their PE kits on PE days to reduce the number of items in school;
- PE days will remain the same as they were before Christmas. **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 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?***

- Our kitchen will be open, as usual and menus will be sent out soon (this term's menu is available to view on our website);
- 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 children will eat in their classrooms;
- KS1 children will be provided with a snack, as usual and KS 2 children are welcome to bring a healthy snack (**no nuts or sesame, please**).

***Will breakfast and after school club run?***

- Breakfast and After School wraparound care will operate as usual and we will also be running outdoor school clubs too. The block of clubs that was arranged for January will run from 8<sup>th</sup> March for its 6 weeks. The school office should have made contact with you if your child was booked onto a club. Any spare places will be advertised shortly.
- 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 and the groupings are small.

In preparation for welcoming all children back, we have adjusted our robust risk assessment based on the detailed Government guidance. This risk assessment has already been shared with all school staff. Please refer to the attached parents' guide for more details regarding these arrangements and safety procedures.

Our "School Street" will also be in operation once again, so please remember that Greyfriars Road will be closed at the beginning and end of the school day to ensure that the area is as safe as possible for the children entering/exiting school.

We are all really looking forward to seeing the children back in school on March 8<sup>th</sup> and have missed them very much during this lockdown period. We appreciate that some children may feel a little worried about coming back to school, however, please be reassured that we will support any children who need it to ensure that their return to school is a success.

I would like to end by thanking you all very much for your support and patience during this difficult period of time. I have been so impressed with the work produced by the children during lockdown but I know how hard the last 8 weeks have been for so many families – trying to teach your own child at home is, at times, really challenging! Your efforts over the past two months, and your support, have been fantastic. We are now very much looking forward to taking over the reins back at school.

Yours sincerely,



Ms C Jones  
Headteacher