



**Wheelwright Lane Primary School,
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3rd March 2021

Dear Parents/Carers,

I am pleased to let you know that, following recent government's announcement, that our school will fully open from 8th March. We are working hard in continuing to take the necessary steps to be ready to welcome back all of our children from next Monday. We have updated our robust Risk Assessment and many of the procedures and practices will be similar to the ones put in place in the Autumn term, so they will be familiar to you and the children. Like many procedures they are subject to change depending on the changing nature of the pandemic we currently face. We will ensure that we keep you fully informed of any updates and procedures that may change via letter, email, newsletter and on our website so please keep an eye out for information. Let's hope that this is the last lockdown we face.

The government is now encouraging all children to attend unless there is clear medical advice that your child should still be shielding. For the vast majority of children and young people, coronavirus is a mild illness. Some categories of children with specific serious health conditions should not attend. If you are unsure whether your child should attend the setting due to a health condition please contact your child's consultant and/or G.P. for guidance. They should supply you with a letter for school if they consider that your child should not attend.

Protective measures we are taking in light of coronavirus (COVID-19)

First and foremost, it goes without saying that the safety of your child and of our staff is our top priority. We continue to follow Government and Scientific advice to ensure that our procedures keep families and staff as safe as we possibly can. This will allow us to fully open as safely as possible, focusing on measures that will help limit the risk of coronavirus transmitting within our setting. Staff are required to use the Lateral Flow Test twice weekly to ensure that they are not carrying the virus so this is an added measure in place. Our Autumn term was very successful and most children did not miss out on coming in to school - I want to thank parents/carers for their tremendous support in helping us achieve that.

We are very fortunate in our school that we have 12 rooms, including nursery, available to us to keep children in their small bubbles so minimising the interaction between the bubbles. We also have extensive playing fields for the children to use within their bubble and as the weather is improving we will certainly be using this as much as we can. We also have 5 sets of toilets again allocated to bubbles so minimising contact. Not all schools will have the facilities we have so provision will differ from school to school. We have three entrance gates and many entrance/exit doors throughout the building - all of which will be used as in the Autumn term.

Some of the steps we are taking in readiness for reopening you will already know and I have listed them below. Please make sure that you are aware of the need for **face coverings** when coming on to school premises as detailed below:

- Asking that anyone who is displaying coronavirus symptoms, or who lives with someone who does, not to attend the setting. That includes children and staff who work here. (Testing kits are available in school - please come to the office to collect one if you need it)
- Keeping our children in class bubbles, where possible, and phase bubbles (to accommodate wraparound provision for some children), with as much consistent staffing as possible, and minimising contact with other groups around the setting.
- Using staggered break and lunch times to ensure children stay in their bubble.
- Children will eat lunches in their room and there will be a full menu available
- Children will take all their belongings and leave them in their phase cloakroom
- Cleaning our hands more often than usual. We have developed routines to ensure children understand when and how to wash their hands, making sure they wash them thoroughly for at least 20 seconds using running water and soap and dry them thoroughly.
- Ensuring our children understand good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach and ensuring a good supply of tissues and bins throughout the setting.
- Implementing an enhanced cleaning schedule, ensuring surfaces touched by children and staff are cleaned regularly and throughout the day, including tabletops, door handles and play equipment.
- Asking parents and carers to physically distance from each other and from staff when dropping off and collecting their children and to limit drop off and collection to one parent or carer per household.
- **Asking parents/carers to wear face coverings when on the school site for the protection and safety of staff and other parents/carers. (exemption only for the following two reasons: 1. Those who cannot put on, wear or remove a face covering because of a physical impairment or disability, illness or mental health difficulties,**

2. Those who need to speak to or provide help to someone who relies on lip reading, clear sound or facial expression to communicate.)

- Asking children not to bring toys or other items from home to the setting. Teachers will inform parents/carers of items that will need to be brought in to school.

What can parents and carers do to help?

There are a number of things parents and carers can do to help us make these arrangements effective, in addition to the points listed above concerning arrival and departure and not bringing toys to the setting.

1. Follow Government guidance on what to do if someone in your household is suspected of having the virus <https://www.gov.uk/coronavirus>
2. Ensure that we have your up to date phone numbers so we are able to call you if your child becomes unwell with symptoms of the virus. You will be required to collect your child immediately to reduce the risk of infection in the school.
3. Help to prepare your child for coming back to school
4. Please do not enter the building. If you need to speak to a member of staff then telephone the office and a telephone appointment will be made for you.
5. Abide by the school protective measures as laid out above.

Procedures

We will ask that one parent only brings their child to school. Parents can enter the site through the normal parents' gate and wait on the grass at the bottom of the path, keeping 2m apart. Year 5 and 6 children will use the entrance nearest to the Bull and Anchor used for the wraparound service and come straight into class at 8.40 (this will be manned by Year 5 and 6 staff). Once the main entrance door is open you can send your child in through this entrance. Once here they will be put into their class/phase group and they will stay with their group of children and a member of staff throughout the day. Parents will be informed of items that will need to be brought back in to school, eg. reading books, homework, etc.

We will stagger the start and finish time to keep all contact to a minimum as follows (please keep to the times allocated to ensure minimal contact between adults):

Year groups	Start time	Finish time
EYFS (Reception and Nursery)	8.45	3.15 -or your normal time for Nursery
Years 1 and 2	8.55	3.00

Years 3 and 4	8.40	3.10
Years 5 and 6	8.40 (small entrance gate)	3.20 (main entrance)
<p>If you have children in several year groups then please bring/collect all of your children in the slot allocated to your eldest child - all staff in all year groups are on hand to receive the children. Our staggered approach is to keep adult interaction down to a minimum so we do not want parents/carers coming to the premises more than twice per day.</p>		

Testing All children who are attending a childcare/education setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario. The aim is to enable children to get back to childcare, and their parents or carers not to need to self-isolate any longer than is necessary, if the test proves to be negative. A positive test will ensure rapid action to protect other children and staff in their setting.

We ask all parents and carers to ensure they organise a test for their child, in the event that they develop coronavirus symptoms, and notify us immediately of a positive test.

Further guidance is available about [getting tested](#).

Please use the out of hours emergency phone to report any positive cases over the weekend or after school has closed - **07704064023**.

From 28th February the government have announced that Lateral Flow Tests (LFT) will be available for all households with primary aged school children. These should be used twice weekly in line with the current practice for all adults in school. I am awaiting a letter from the Government for all parents and will forward this to you when it arrives.

Hybrid Learning If there is an outbreak (two or more children or staff) in our bubbles we will follow Public Health England's guidance and send the bubble home for the allocated time. During these times staff will continue to provide lessons on-line through TEAMS and Tapestry. Those children who do not have access to a laptop or device will be allocated one form the school to ensure that learning is not disrupted and can continue at home. Please see our Continuity of Learning Policy on the school website for more extensive information.

Wraparound care

As Skamps has closed there is no wraparound care available from this business. However, the school runs its own wraparound care for Nursery children. Wraparound care for emergency purposes only may be available using our own staff- as was the case from March

to July 2020. My staff remain determined to support our families in any way they can. A separate letter will be sent detailing further information.

Conclusion

I hope that this letter has given you the information you need to understand what arrangements we have made to enable all children to return to us from Monday 8th March.

I would urge you all to keep adhering to the social distancing and safety measures locally and nationally. We are not out of danger yet and need to stay strong and stick to the rules - we don't want a return to severe lockdown measures and school closing to most pupils for the third time.

The staff and I want to pass on our thanks for your tremendous support over the past few weeks and months - a very difficult time in many homes. Our remote learning offer has been a great success and it has been wonderful to see the children on a daily basis and to carry out our teaching role that we love so much.

We are looking forward to welcoming your child back and I hope that you are assured that we have taken all possible steps to ensure safety for all in our setting. We are dealing with changes on a daily basis and are following government advice and guidance. Please be aware that arrangements may change and I will keep you updated. If you have any questions or suggestions, please let me know.

Many thanks

Christine Browne

Headteacher: Mrs C Browne

Office Manager: Mrs M. Hull

Chair of Governors: Mr D. Grove

Learning for Life

