# School Logo 4Capel Primary School

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Dear Parents and Carers

Thank you for all your support and kindness over the past couple of months. It has definitely made a challenging situation much easier to negotiate and has been a good reminder of how strong and resilient our school community is. I know the class teachers have enjoyed speaking with the children over the phone and have been so impressed with the home learning that they have shared. We do realise what a difficult time this has been for families too and we understand and appreciate that as we move into the next phase, it continues to be a source of high anxiety.

As you are aware, the government has issued schools with guidance for opening settings on the 1st June at the earliest. The guidance is updated and modified daily, so could change as we nearer the start date for school to open. The Government have made it clear that parents have the right to choose if they send their children in to school, stating that there will be no penalties for those that choose not to. I want to help you make an informed decision, so this letter outlines the school’s plan for our wider opening, the measures that will be in place and what school will look like for our pupils.

Opening dates

We will be open on 1st June for **key worker children only**, and will start our wider reopening from **8th June.** This is to ensure that our school environment is ready, staff are ready and everything is in place to reduce the risks as much as we possibly can. **On 8th June we will be asking EYFS only to attend, on 9th it will be EYFS and year 1 and on 10th it will be EYFS, Year 1 and Year 6**. This is to enable our younger children to get used to the new ‘normal’ before more pupils are introduced.

The school will be open from Monday to Thursday, with Friday only being open for key worker children. This arrangement will be reviewed regularly. Years 2, 3, 4 and 5 will remain at home and continue with home learning as will those in EYFS, 1 and 6 that do not attend school.

Changes to our normal routines:

* Children will be grouped into bubbles and these bubbles will be named by a colour. Each bubble will be made up of no more than 15 children and will remain a self-contained unit with their year group. Each bubble will have a set classroom and each child a set desk and resources pack. There will be two members of staff per bubble, with at least one teacher or HLTA. We cannot tell you which teachers will lead which bubbles until we have a definite number of pupils, but we will share this as soon as possible. It is not guaranteed that every child will be in a group with their teacher or in their own classroom, but we will do our best to ensure there is a familiar adult for them. The bubbles are not allowed to mix and will have separate, staggered lunches and breaks. There will be a midday –meal supervisor assigned to each group for lunchtime support. To reduce movement around the school and mixing of groups, lunches will be eaten in their classrooms or outside. Each bubble will have a dedicated zone outside for them to play in.
* Our school site will be modified to support social distancing and a one-way system. There will be signs, floor markings, posters and restricted access areas. This will take some getting used to for the children, but we are confident that we can help them feel comfortable with this and they will quickly view it as the new normal. Teachers will support children in remaining 2m apart from others wherever possible. However, as the government has itself stated, it will be incredibly difficult for children to maintain this at all times. We will also be reminding them to cough into their elbow, and when they use a tissue to bin it immediately. Regular hand washing will be carried out at regular times during the day, as well as when individually required.
* Children will wear their own clothes each day to enable families to ensure clean clothes are worn every day. We realise that this is more difficult with a uniform and we do not wish to put added strain on families to wash and dry clothes for the next day. They may bring a lunchbox which they will keep on their desk. School will be able to provide a packed lunch. They will need their own water bottle every day as our fountains will be out of use. They are asked NOT to bring a bag or pencil case. We will provide a resources pack with pencil, ruler and other learning resources that only they handle.
* School drop-off and pick up will be staggered and EYFS, Year 1 and Year 6 parents will be informed of the time for your specific child. We ask that parents do not enter our school building unless it is absolutely essential. We also ask that only one parent brings their child in to minimise any crowding. There will be markers outside the school building to help with social distancing. We also ask, where possible, that the path leading up to the school is used for children coming in to school, and the path on the other side of the road used for going away from school.
* Cleaning within the school has been increased for some time. We ensure that we use disinfectant to wipe down high touch areas, including keyboards, switches, door handles etc. We will continue with these procedures throughout the day to reduce the risk wherever we can. Resources will also be cleaned as far as possible. In some cases, where cleaning is not possible or where time has to be left between resources, it will affect the teaching resources that can and will be used.
* PPE is available in the school for staff to use. We may use it in incidences where a member of staff is required to be in close proximity to a child should they be hurt, or if a child is displaying any symptoms of COVID 19. Parents will be given clear guidance on what will happen if a child or staff member becomes unwell, especially with COVID 19 symptoms. Government guidance states that if a member of a bubble becomes unwell with symptoms, the entire bubble must self-isolate. With new testing available it will hopefully not be for long as a negative test result will enable the bubble to restart. A positive result will mean self-isolation for the bubble and potentially their families. In some cases, schools may be asked to close or partially close.
* Further details of all of the above will be in the letters that those who choose to attend will receive.

EYFS, Year 1 and Year 6

It is vitally important that we know how many children will be attending from 8th June to enable us to plan effectively. **Please can all parents in these year groups contact your class teacher directly to inform them of your decision by Friday 22nd May at 12:00pm.** This will enable us to assign adults and spaces for the bubbles. **If we do not hear from you, we will assume that you do not wish to attend.** Should you change your mind at a later date, we will require up to a weeks’ notice please. The guidance is very clear that the school places are not available to siblings should they be in Years 2, 3, 4, or 5.

Once we have all the information, you will receive a detailed letter outlining your child’s bubble and adult information, drop off and pick up times and a general idea of their daily timetable. The letter will also tell you about the learning focus for that bubble.

Key worker and vulnerable pupils

We remain open for 5 days for these pupils that will already be coming into school. We have thought carefully about whether these children will be able to join their classes or need to remain in a different keyworker bubble. We believe that for the children’s well-being it is important that they socialise and interact with their peers so will implement the following:

* Keyworker children not using extended hours will go in a class bubble
* Keyworker children using extended hours will go in a class bubble, but when the extended hour group meets, there will be mini bubbles within that group to prevent mixing. We aim to reduce the risk wherever we can whilst supporting our children too.
* Keyworker children can arrive at school from 8am via the office. We will ask parents not to cross the office door line.
* Keyworker children can use extended time after school, from 8th June we ask that this be 4:30pm please.

Years 2, 3, 4 and 5

Home learning remains in place for these year groups and those in EYFS, 1 and 6 that do not attend school. Please be aware however, that the teachers will all be in school leading bubbles so will have reduced capacity to respond as they have been. They will ensure that learning is on the site in the mornings, as they have been doing, but responses to work and questions will be much more sporadic. Friday will be the time for teacher’s PPA and will enable them to catch up with any queries. We would like to reassure these pupils that they are not forgotten, they are just as important as the returning year groups, and we can’t wait to see them soon.

Thank you for taking the time to read this important letter. I feel it is vital that you have enough information to make an informed decision, without being overwhelmed. I know for many of you this decision is not easy and you have concerns that involve your wider families too. I would like to assure that we are doing all we can to minimise the risks where possible, but could not realistically guarantee that there is none. We know that the government will be reviewing their opening plans later this month and we are getting used to things changing daily, but we need to plan and can only do that effectively when we know our pupil and staff numbers. So, please can I remind parents to inform their class teachers directly, by Friday lunchtime at the latest.

We miss our children and our community and we can’t wait to see them again soon. Take care and stay safe.

From our family to yours.

Suzanne Farr

Headteacher