# School Logo 4Capel Primary School

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### Dear Parents and Carers

Welcome back to Term 6, I hope you all managed to enjoy half term and take a break. At school we have been busy preparing and making arrangements for some of our pupils to return from 8th June. I would like to take this opportunity to thank everyone for all the support that we have received since lockdown and to reassure our whole community that we are working hard to ensure a safe and successful wider opening of the school. Whilst in this period of change, home learning will continue in the same way that it has been, but we do ask parents to be aware that the teachers will all be in school looking after their ‘bubble’. This means that responding to your communications may take a little longer or be responded to on a Friday, when school is only open to key worker children. I would also like to thank you all for your sensitivity in choosing when to use our service. I know you understand that we have tried to minimise numbers to reduce contact, and that only those with no other options have used us. As we move into the next phase, the same remains true, especially of our key worker bubble. We are almost stretched to our maximum capacity already in terms of staff and space with the numbers that we have coming in by prior arrangement. If you reconsider your decision about sending your child in, we will need at least a weeks’ notice as it may impact on our existing bubbles.

From **8th June** we are pleased to welcome back those in EYFS that took up a place, adding Year 1 on **9th June** and then Year 6 on **10th June**. This phased approach is designed to support our younger pupils in getting used to their new environment. It will also enable us to review and improve our procedures as more children are gradually introduced. The newsletter this week will be full of photos of how the school looks, so please share with your children to help prepare them.

The children who are joining us have been sorted into ‘bubbles’, and each bubble currently has two members of staff, a dedicated classroom and dedicated midday meal supervisor. There are two bubbles for EYFS, one for Year 1 and three for Year 6, alongside two for keyworker children. As you can imagine, this fills the school and uses all the staff!

Each year group will have a special pick-up and drop-off time and place. These will be:

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| **EYFS** | Drop-off at 8:45 Pick-up 2:45  Use EYFS side gate next to the car park |
| **Yr 1** | Drop-off 9:00 Pick-up 3:00  Use the normal side gate entrance for drop-off and the year 2 gated enclosure area for pick-up/ |
| **Yr 6** | Drop-off 9:15 Pick-up 3:15  Use the normal side gate entrance for drop-off and playground for pick-up.  If your child is able to walk alone to and from school, please send an email to Mr Duffin stating that you have spoken to your child and they understand that they must maintain social distancing still. |
| **Keyworkers** | Drop off from 8am Pick-up by 4:30  Entrance via main office, the children will be dismissed from the front door used for after school club.  If a keyworker child is not having extended hours and is with their year group, please use year group instructions. |

For those dropping-off and picking-up, please remember the following:

* One adult only please.
* Keep 2m apart from others.
* Follow the directions on the floors and signs.
* Do not enter our building unless it is essential, and then follow signs and social distancing.
* Please do not stop to chat outside the school.
* If you have to bring younger children, please ensure they remain holding your hand and do not run around.
* If you need to speak to a member of staff, please contact them via email first or call the office; please do not come into the building to ask for a quick chat as it will not be possible.
* Please be prompt at your drop-off and pick-up times. If you are too early it may cause a jam, and if you are late it will be more difficult for you to get to your child quickly.
* If you have children in more than one year group and therefore have multiple dropping off or picking up times, please feel free to use our grass area at the front of the school as a waiting zone.

In addition, we ask of parents and carers:

* **Please be very aware of potential symptoms in your child and if you are in any doubt, please do not send them in.**
* Please let us know if you will be needing a packed lunch provided by school or if your child will be bringing their own. Our catering service is resuming, but due to difficulty in sourcing bulk purchases and reliable delivery slots, we will only be providing packed lunches. Our packed lunches will be available for all years but only free to KS1 and pupil premium. It is important that every item in their lunchbox is easy for them to use. To maintain social distancing, we will not be able to assist very well.
* Ensure your child is in their own clothes each day to allow for clean clothes to be worn. Please ensure that they are able to be independent with these clothes eg. buttons, zips etc. We will be encouraging them to be outdoors as much as possible, so please take this into consideration each day. Please avoid wearing sandals and open toed shoes.
* Please do not send your child in with a bag or any equipment other than a lunch box and water bottle. These items must be named. There will not be access to the water fountains at school, but we can refill water bottles.
* Should your child need sunscreen, please apply before school as we cannot apply it for them.
* If we call you due to a concern about your child’s health, please be prompt in collecting them.
* If there is a question of COVID 19 within a bubble, please be prepared that you may need to self-isolate with your family at home and the bubble may be suspended for a short period of time. We are aware that this may be inconvenient, but it may be essential to protect the health and welfare of others.
* Should your child be reluctant to come into school in the morning, please be mindful of the fact that we will not be able to physically assist you. This may mean that you reconsider whether they attend that day.

**Those who are returning to us will receive further letters from their class teachers giving details of the bubbles that they are in, the classroom that they will be in and the adults that will be with them. It will also give further details that they may need to know, specific to their year group.**

**In other news…..**

I am sorry to have to share the news with you that Mr Duffin and Miss Mills have decided to leave Capel at the end of this academic year. During times such as these, it often gives us the opportunity to reflect and re-evaluate what we want path we wish to pursue, and for both of them it has meant that they are moving on from us. We are very sorry to see them go, but wish them all the best in their future endeavours. It does mean that we are now aiming to recruit two fantastic replacements and I will keep you updated on our progress as soon as possible.

Kind regards,

Suzanne Farr

Headteacher