

3<sup>rd</sup> June 2020

Dear parents and carers of Reception, Year 1 and Year 6 children,

**This letter is for parents and carers of children who will be returning to school this half term – this letter does not apply to key worker children who will be getting a separate letter.**

I know that the decision of whether to allow your child to return to school for this half term from Monday 8<sup>th</sup> June will have been very hard for many of you. We respect the decision that you have made for your child to return to school and we are really looking forward to welcoming your child back to school.

Following the phone calls that class teachers made to all of you on Monday, we now know the number of children who will be returning in each year group. With this knowledge, we have been able to make firm plans about how many bubble groups are needed and allocate staff to these groups. I am pleased to be able to confirm that your children will be able to come in for a week each fortnight: **EITHER** Monday to Thursday of week 1 in school then Friday at home and week 2 at home **OR** week 1 at home then Monday to Thursday of week 2 in school and Friday at home. We will review these arrangements after the first fortnight to ensure they are working so please be aware that we may possibly need to make some changes at that point.

Your child will be allocated to a bubble group, which will comprise of a limited number of children and staff. Children and staff will not mix across these groups throughout their time in school. Class teachers have organized these bubble groups taking into consideration children's friendship groups as a priority, however, it is not possible to guarantee that your child will be with their closest friends and we will not be able to change children's bubble groups so please do not put staff in a difficult position by asking for this.

Your child's bubble leader will ring you tomorrow to tell you which bubble your child will be in. They will also ask you to confirm contact details and pick up list details, ask whether there has been any changes to your child's health needs (so we can ensure control measures can be followed) or any changes in your family circumstances during this time and check whether your child will need any additional support on returning to school. They will tell you the drop off and pick up times for your child and which gate/entrance your child will enter/exit through. Please be aware that the timings of the day will differ for different groups – we ask that you are prompt to ensure we can maintain social distancing at the beginning and end of each school day.

There is a question and answer document attached – please read this carefully, and share relevant parts with your child. This will ensure that you and your child are clear about what to expect on their return to school, how you can help them to prepare, what they can/cannot bring to school, measures we will be taking to keep children and staff safe etc.

On our website, you will find policies that we have written or amended to reflect our current situation:

- Behaviour policy – additional appendix setting out a clear response to unacceptable behaviour in relation to potential virus transmission and the potential need for an individual risk assessment to be carried out for a child where necessary to determine whether they can be on the school premises at this time.
- Safeguarding and Child Protection policy – additional appendix to ensure arrangements are clear and robust for all children, whether on the school site or learning at home

- Bereavement policy – a new policy setting out how we will support children and families who have been bereaved. Please let staff know if your family have experienced a bereavement recently.

I am very aware that there is a lot of information for you to absorb and understand. Please read this letter and the attached document carefully and, if you still have questions, email the year group email address so we can provide you with answers.

We want you to feel confident about sending your child back to school. We hope that you can then help your child to look forward to their return, ready to embrace the new arrangements. In my experience, children adapt very quickly and generally take things in their stride if the adults around them are positive and encouraging so I hope that both children and staff will enjoy this first step towards normality.

Yours sincerely,

Mrs Sansom  
Headteacher