

17th July 2020

Dear parents and carers

As we head towards the end of this academic year, we are planning for September and looking forward to reopening for all children again.

Over the last two weeks, we have read and considered the guidance from the government and the local authority in relation to reopening. We have produced a comprehensive risk assessment to ensure that we can open safely for all pupils and staff. The attached **Questions and Answers document** provides you with detailed information about the areas of the risk assessment that you need to be aware of in order to ensure your child is ready to return to school – it is **essential reading** for all parents and carers.

Some of the key points for you to be aware of are as follows:

- All pupils must attend from Monday 7th September
- Uniform must be worn (you are encouraged to wash this daily) – however, on a day when the class has a PE lesson, children must come to school in their PE kit and wear it for the whole day
- Children will be in ‘bubbles’ – a year group bubble for Reception, class bubbles for Years 1-6
- Contact between bubbles will be minimised and social distancing encouraged
- Entry and exit times will be staggered by year group (see attached timetable)
- Parents/carers will not be able to come onto the school site – children will be dropped off and picked up at the gates on Cedar Avenue (the back gate will remain closed)
- No scooters and bikes will be able to be stored on site
- Communication between the school and parents/carers will predominantly be through email and phone calls – parents, carers and visitors must have an appointment to enter the school building
- Break and lunch times will be staggered to limit the number of children outside at any one time
- Lunches will be eaten in the lower hall for Reception, main hall for Year 1, in classrooms for Years 2-6
- Lunch time will be reduced to accommodate staggered timings without losing teaching time
- There will be no hot dinner options – packed lunches can be purchased or brought in from home
- Slots for regular washing of hands will be included in the daily timetable for every year group
- There will be no big group events like school assemblies – assemblies will be held in classrooms
- In Years 2-6, desks will be forward facing so children can sit side by side, not facing each other
- Children in Years 2-6 are encouraged to bring in their own stationery (see Q&A document for details)
- A rigorous cleaning regime will be in place
- Those with symptoms must stay at home and access testing
- Test and trace will be in place
- Abacus Before and After School Club will reopen from Monday 7th September.

For those who would like more detailed information about our response to key aspects of the government guidance, please see ‘Guidance for full opening of schools: notes for parents and carers about Branfil’ document on the ‘School Reopening Information’ tab of our website. There, you will also find additional resources to support your child’s return to school and we will be adding to these both before and after the summer holiday.

I hope that we have provided you with all the information you need to feel confident about your child’s return to school in September. The staff team are excited about establishing our ‘new norm’ and seeing all of the children back in class, learning together. If you feel that your child needs additional support to return positively, please make contact with your child’s class teacher so we can make a plan together.

Thank you for your continued support and understanding during these challenging times.

Yours sincerely

Mrs Sansom, Headteacher