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Wednesday 27th May 2020

Update on Planned Return to School – Years R, 1 and 6

Dear Parents,

As we prepare to open the school doors again to children in Years 6, 1 and Reception there is quite a lot of information that I need to give you. I am afraid there is a great deal to read but the content of this letter lays out our school plans for the coming weeks.

On Monday 1st June we will admit Y6 pupils whose parents have confirmed they will attend.

On Wednesday 3rd June we will admit Y1 pupils whose parents have confirmed they will attend, as well as the above group and providing no issues arise.

If all goes to plan with these two groups we will start to admit Reception children the following week (Monday 8th June). We have had a much bigger uptake of response for Reception places than was first accounted for. Please be aware that we may have to split some of this group to another teacher, or, deploy a week on week off rota in order to keep within safety guidelines.

Thank you very much for your responses. Please understand that the plans and arrangements worked out are now difficult to change for individuals and will only be considered in exceptional circumstances.

If the government instruct schools to admit pupils from June 1st (Years 6, 1 and Reception), our plan is set out below. It is important to understand that this plan has been drawn up with the safety of pupils, staff and all families in mind. As far as possible I have worked with the government guidance, and, along with all other Shropshire schools, have worked closely with the local authority and their advice. The plan has been endorsed and supported by our Chair of Governors and risk assessments have been completed and circulated to the relevant people including those having to self-isolate, and groups.

The Plan

Children will be in number limited groups known as Bubbles. There will be no more than 10 pupils in each Bubble and less for Reception. This is due to the physical space in classrooms, the age and nature of the children, and the number of classrooms (along with toilet facilities).

Pupils will need to bring a washable or wipe-able pencil case with their own basic writing equipment in it.

They will not need to wear school uniform, but simple, washable clothing such as joggers and a tee-shirt or sweat-shirt. Clothing for all in school - staff and pupils - will need to be changed daily.

Children will need to bring a packed lunch, or order a packed school lunch. Please note that children who are in receipt of Free School Meals will continue to be provided with FSM

vouchers therefore they will need to bring in their own packed lunch which the meal vouchers will support.

Bubbles

Bubble	Led by	Room	Zone	Toilet	Entrance point
Y6	Mr Butler	Lime	Playground	Adult one by classroom	Double door
Y1	Mrs Lyon / Mrs Seadon	Oak	Field	Pupil toilets male	Oak fire exit
Rec* Details tbc due to increase in numbers	Ms Farr	Willow	Little area	Pupil toilets female	Little door through cupboard
Key Worker	Mrs Palin / Ms Hodgson Planning support from Mrs Hanson	Parents Room	Grass by breakfast club and rear	Accessible toilet (rear of school office)	Breakfast club

Bubbles to stay in their zones or rooms (weather dependent) for play and lunch so we won't need to stagger those times. Bubbles have free access to their outside zones at any time.

Desks and work areas are spaced to 2 metres. Children will be required to use, and be reminded about, social distancing and hygiene practices at all times.

Visitors will not be allowed on site without prior arrangement.

Key Worker children who are in Y6, Y1 or Rec will now join their year group Bubbles. Although this presents a slight risk of cross contamination, the risk is low due to the individuals concerned and it allows us to keep the Key Worker group small.

It has been agreed that for the week beginning June 1st, Reception will not be coming in. I apologise for any inconvenience this may cause. Whilst the Government have named them along with Y6 and Y1, our view is that we need to establish the rules and protocols with the older children first.

Our Reception children are currently our biggest group in terms of wishing to come back, they are also the most physical, we will need to focus on them fully to keep them as safe as possible. The older children will, from a distance, be able to support this by example. School has had to change beyond recognition. For safe practice to work, we need to have the older ones in first, fully familiarise them and make fully compliant with the new rules and routines, they need time to adjust and re-balance as they have a lot of changes ahead of them in their final few weeks at Sheriffhales.

Please ensure you visit the social story on our website for coming back and talk with your child for the changes they will encounter.

Y6 will come in on Monday, Tuesday, Wednesday and Thursday. They will be with Mr Butler and I will cover his breaks.

The next bubble to bring back safely is Y1. They are more used to school life than Reception, they will - at a distance - be able to see Y6 as role models and assimilate more easily as a small group.

Y1 will come in on Wednesday and Thursday providing that all has gone well with Y6. This means that they will come into Mrs Lyon on Wednesday and Mrs Seadon on Thursday. They will be supported by a Teaching Assistant with whom they usually work.

Key Worker pupils will be in all week by prior arrangement, they will use the Parents Room and occasionally the GP room (bottom end of Willow class) or the field cabin. The key worker bubble will run Monday to Friday. This group will be overseen by Mrs Palin, myself and supported by other Teaching Assistants where necessary.

The village hall and field can be used every afternoon by rota.

A final decision will be made during the first week back about Reception returning to school from Monday 8th June. I will inform parents as soon as I can regarding this.

Staff will stay in the bubble with their children, we will restrict adult movement as much as possible across groups although some movement will be inevitable.

Drop Off and Pick Up Times

Sadly, we have to ask that only one parent brings and collects their child. It doesn't always have to be the same parent, but we need to restrict numbers as much as possible.

We will be running an alphabetical drop off and pick up time system, as below. Please adhere to these times to keep risk to a minimum.

Surname (Family Name)	Drop off time	Pick up time
A – E	08:40 – 08:50	14:50 – 15:00
F – J	08:51 – 09:00	15:01 – 15:10
K – O	09:01 – 09:10	15:11 – 15:20
P – T	09:11 – 09:20	15:21 – 15:30
U - Z	09:21 – 09:30	15:31 – 15:40

Please use the following route into school to drop off and pick up your children:

Walk up the steps and along the path via the far side of the village hall around to the front where a member of staff will be waiting to receive/release the children at the beginning of the path which runs alongside the small green field in front of the village hall. Please then exit the grounds by continuing through the village hall small gate and down the marked path on the driveway. This will ensure that there is a one-way flowing system for parents and children to enter and leave school safely.

We have ordered some child-friendly face coverings for staff and we will put these on in front of the children in a particular way so that children are comfortable with it. We have a basic supply of PPE from the LA and some more on order.

Children may only go to the toilet one at a time, toilets are designated as above. Toilets will be cleaned and checked every couple of hours.

Please check your child for any symptoms before bringing them to school. We have a plan for taking care of any child who becomes ill in school and parents will be immediately contacted to collect them.

On Fridays we will only have Key Worker children in. This is to enable deep cleaning and time for teachers to plan and respond to work for the children in school and those year groups working at home.

Rooms have been / are being prepared by teachers for social distancing. As well as our zones, we will also have some 2 metre markings on the playground should we need them.

The school office will be closed as much as possible. The main point of contact for any general/non-emergency queries will continue to be via email. However, a mobile number will be provided for emergencies and the office phone will be checked at regular intervals for messages.

Initially, our focus will be on supporting pupils to re-adjust. They will need time to talk to us and each other. Children in school, once settled, will be following the same curriculum that will be on the website for their peers at home, to ensure as much parity as possible.

I apologise for the length and slightly dictatorial tone of this letter. It is a letter I never envisaged writing in my thirty years in education. I appreciate that the past few months have not been easy for any of us. I also know that there have been many wonderful moments and experiences you have created for your children.

I count my blessings - loyal and generous fellow head teachers, a great staffing team, strong governors, inspirational and jolly nice children, an amazing PTFA, committed and supportive parents and families. We are however, limited by indoor space and facilities. Plans are subject to change as we head towards the summer.

Thank you for all your support to the school, please be assured that whilst these times are unprecedented and no guarantees can be made, myself, my staff and our governors will be doing the best we can safely and possibly do for your children.

With best wishes,

Sarah Hodgson

Head Teacher
Sheriffhales Primary School