**Information Sheet for Parents/Carers**

This document outlines all the information you need in preparation for the re-opening of school from Monday 1st June. Before outlining the details, I would like to stress that staff are really looking forward to welcoming the children back to school. We recognise that this has been a challenging time for children and they may be feeling unsure about what to expect from this new form of schooling. We will be doing our best to ensure children feel safe, secure and happy in this new environment – but the school environment will look very different.

I am attempting to provide as much detail as possible for parents, so please be aware that this might seem to be a very daunting list of protocols. That is inevitable when new systems are written down. In reality, these practices will rapidly become ‘the way it is’ for children.

**Preparing for a return to school**

* All parents will be asked to agree with the Home/School Agreement that will be emailed prior to your child attending school
* As outlined in the Home/School agreement, parents will be asked not to congregate around the school
* Pupils will not be required to wear school uniform. This will enable children to wear fresh clothes each day
* Pupils will not need to wear school shoes – and can wear trainers. Parents are asked to ensure children are wearing sensible footwear as we plan to spend plenty of time outside
* Pupils should not bring anything to school (except lunch boxes where required – see next bullet point
* Packed lunches will be provided by our caterers for children in YR and Y1 (and children of critical care workers who attend the care facility and are in Y2)
* On the days that children are involved in sporting activities, children are asked to come to school in clothes that are appropriate for sporting activities ie PE kit – or similar. They will be told which day they are completing sporting activities on Monday

**What to expect when your child returns to school**

There will be a staggered start to the school day.

|  |  |  |  |
| --- | --- | --- | --- |
| 8.45am  YR | 8.55am  Y1 | 9.05am  Key worker children | 9.15am  Y6 |

If you have children in more than one group, please drop off your children altogether – at the time indicated for your youngest child ie if you have children in YR and Y6, your children should arrive at school at 8.45am.

Pippins will be greeting children from 8.45am and will be met by staff at the gate.

The path will be marked into 2m sections. Please wait on the black line marker points to ensure social distancing is maintained on entry to the school.

All children will enter the school via the front door. We know this feels strange, but we will be asking for all communication with the office to happen by email or phone. Parents should only enter the school building or Pippins by prior arrangement.

On entry, all children will have their temperature taken and will be asked to sanitise or wash their hands.

A one-way system has been established within school to ensure that children’s paths do not cross through the day.

Each teaching base / classroom – will accommodate a maximum of 10 children.

YR will be based in Robins classroom

Y1 will be based in Woodpeckers classroom

Half of Y6 will be based in Kingfishers classroom

The other half of Y6 will be based in Kestrels classroom

Children of critical keyworkers who have been attending our care facility will be based in the hall

The classrooms look different. Desks have been positioned to ensure children sit as far away from each other as possible. Excess furniture and resources have been removed. We have not taken down classroom displays – but we will not be adding new displays this term.

Each desk has been equipped with the resources needed for learning. This will minimise the need to share resources.

Each teaching base will be kept as ventilated as possible – internal doors will be propped open where it is safe to do so, and windows will be open (weather permitting).

Teachers will be using the Home learning resources on the website to teach the children, particularly in the mornings. This will mean some consistency in access to resources between children who are in school and children who are being home-schooled. More practical lessons will take place during the afternoons, using the outdoor spaces wherever possible.

Whole school assemblies will not be taking place.

All sporting activities will take place in the designated outside spaces. Some yoga / keep-fit / mindfulness activities might continue in the teaching bases.

Break time will be staggered:

|  |  |
| --- | --- |
| 10.30am  YR and Y1 | 10.45am  Key workers and Y6 |

Each teaching base has been allocated a ‘play space’ – to minimise the mixing of children in different teaching bases. 4 play spaces have been marked out – The playground has been split into 2 halves and the field has been split into 2 halves. Children will rotate around the play spaces on a weekly basis – but will play in the same space during break and lunch times for the week they are allocated to that space.

There will be a slightly staggered lunch break

|  |  |  |  |
| --- | --- | --- | --- |
| 12.00pm  YR | 12.05pm  Y1 | 12.10pm  Key workers | 12.15pm  Y6 |

All children will have a packed lunch. Packed lunches for YR and Y1 will be provided by our caterers. If the weather is kind to us, packed lunches will be eaten outside – on the grass areas. If it is raining, packed lunches will be eaten in the class bases.

There will be a staggered end to the school day:

|  |  |  |  |
| --- | --- | --- | --- |
| 3.00pm  YR | 3.05pm  Y1 | 3.10pm  Key worker children | 3.15pm  Y6 |

Children will be taken to the recreation ground at the end of the day. This will enable parents to maintain social distancing when collecting children.

**Other preventative measures that have been put in place**

Additional cleaning/sanitising will take place through the day

* Additional resources have been purchased to ensure each area of the school has its own resources
* Children will be asked to wash / sanitise their hands regularly throughout the day – handwashing will happen in the teaching bases. Children based in the hall will use the wet area sink
* Children will be reminded about good hygiene practices
* Staff will be available to clean, sanitise, wipe down surfaces throughout the day

A range of posters are displayed to remind children, staff and parents about good practice in this situation

We aim to access toilets on a rota basis – children will access the toilets on a one in – one out basis. Please be assured that this is just a system to ease use of facilities. No child will be stopped from using the toilets if required.

Please note that this letter outlines the current situation at Hope Brook. As I am sure you are aware, things are changing rapidly. As a school, we are trying to respond as promptly as possible whilst ensuring that appropriate safety measures are in place. Please be aware that we are unable to accommodate any more children in school at this stage. We are only able to offer places to parents who have confirmed they require a place. If further children require places, we will need to start to offer schooling on a rota basis. This will mean that groups of children will be offered schooling for 2 days per week.

**Further information is available on the school website – under the tab ‘Covid-19 Information’**