



WESTON TURVILLE CHURCH OF ENGLAND SCHOOL

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Headteacher: Mrs K Brooks



22nd May 2020

Dear Parents,

PHASE 1 of the WIDER RE-OPENING OF SCHOOLS

You will be aware that as part of the relaxing of the national lockdown the government has now asked primary schools to implement Phase 1 of the wider re-opening of schools, starting on Monday 1st June. I am writing to explain the plan for our school and the rationale to achieve this safely for all pupils, staff and visitors.

Phase 1 involves inviting the Reception Class, Year 1 and Year 6 back to school in addition to the keyworker and vulnerable children childcare group. Thank you to the many parents who responded to let us know whether they would consider returning their children to school as this has helped us with planning. Of the 77 respondents, just over 50% said they would send their children back to school, 13% said they would not, and 37% said they weren't sure and would make a decision when they have heard more about the school's plan.

In order to reduce the spread of the virus the government has urged us to social distance to 2 metres. This makes any return for pupils to primary school very difficult as children – especially small ones – find social distancing almost impossible. Therefore, now that we have passed the peak of the virus and the R-rate is below 1, they have introduced a new approach known as the 'social bubble'. This is where people gather in small groups like families but don't mix with other groups or share resources. This approach, alongside specific hygiene measures and strict isolation of those displaying Covid symptoms, minimises the risk of transmission of the virus.

We have planned, therefore, to split our keyworker children, and our Reception, Year 1 and Year 6 classes, into two social bubbles of no more than 15 children (ie two social bubbles per year group making a maximum total of 8 social bubbles). Each social bubble will have its own staff team (their own teacher and at least one teaching assistant), its own class base with resources and its own playtime space, and will not interact with other social bubbles. Each group will have its own arrival and departure time and more entry gates will be in use. Where children with special needs attend there will be additional adults with the group to provide support, although we cannot guarantee that these will be the same teaching assistants as the children usually have. As they are older, we will be attempting a social distancing approach for Year 6 and they will be based at their own separated desks with their own resources.

In order to staff this approach safely and appropriately we will be inviting Reception Class, Year 1 and Year 6 pupils into school for two days per week initially. One social bubble in each year group will attend on Mondays and Tuesdays while the other will attend on Thursdays and Fridays. The class teacher will teach both groups. On Wednesdays the school will be closed to these children while the school is deep-cleaned and teaching staff take planning, preparation & assessment time, and prepare resources for the Seesaw platforms for children still working at home. **The keyworker and vulnerable children groups will continue to run five days per week** and parents of these children can continue to send the children in according to their work patterns. Cleaning of their areas will take place in the evenings and early mornings.

There will be no before and after-school clubs, no visiting peripatetic staff and no trips or visitors at this point, but infant aged pupils will be provided with a cold, packed lunch. These should be ordered by parents online. If you have not ordered a meal you will need to provide a packed lunch as there will be no 'spare' meals for those who have forgotten. Junior pupils may purchase a meal, and those who qualify for free school meals will also be provided with one. All other children should bring their own packed lunch.

Children will not be expected to wear school uniform but we are advising that all parents ensure their children come to school in fresh clothing each day and send in trainers to leave in school for PE.

Sadly we will not be able to open the new Weston Turville Pre-School at this point, and plan instead to open it in September. Induction for the new Reception Class and the new Pre-School class will take place at the end of term on Monday 20th and Tuesday 21st July. **Therefore, the last day of the school term for all other children will be Friday 17th July.**

We know the decision to send your child back to school is a challenging one and you will wish to think through the implications for your own family's circumstances. You will also have many questions about how this new approach to school will work, and how safe it will be, so we are including a 'frequently asked questions' document for you to take a look at. This is a working document and we will add to it as questions arise. This, along with other relevant re-opening documentation will be saved on a specific page on our website. Government guidance documents will also be saved here for you; at this point you may also wish to consult the latest government guidance for parents [here](#).

It is not compulsory to send your child to school at this point and you will not be penalised for keeping them at home. Therefore, once you have had a chance to think it all through we would be grateful if you could let us know your decision from the following options –

- 1) I will be sending my child back to school on the appropriate days from 1st June.
- 2) I will not be sending my child back to school from 1st June.
- 3) My child is in the keyworker/vulnerable group and I would like them to continue to attend this on days when I am working.
- 4) My child is in the keyworker/vulnerable group currently and I would like to transfer them to their own class social bubble. I understand they can't attend both groups.

Please let us know by noon on Tuesday 26th May by clicking the appropriate option on parentmail so that we may plan the groupings and let you know the arrangements for drop-off and collection. You will receive another letter with final details next week.

We are yet to receive guidance on the next phase of opening but will be in touch once we have further information.

Yours sincerely,



Ms K Brooks
Headteacher

Note to Parents from the Chair of Governors:

I wish to reassure you that the phase 1 re-opening plan outlined in this letter has been rigorously scrutinised by the full Governing Body and in particular the risk assessments that underpin it. We endorse the plan. While no school can eliminate risk entirely and based on the available guidance we have received, we are satisfied the plan represents the safest and best option for the phased return of pupils. Irrespective of the wishes of the government, if we had not been satisfied, we would not have approved the school re-opening. However, as the Headteacher as stated, the final decision to return children to school in these circumstances is a matter for you and I would recommend looking at Government guidance via the school website if you are, understandably, unsure.

Please also be assured we will continue to carefully monitor the situation as we go forward.

The teachers and staff have been incredibly busy doing all they can to support children in these exceptional and unprecedented circumstances. At all stages governors have been kept informed and consulted. The Governing Body place on record our grateful appreciation for the dedicated professionalism shown by each and every member of staff.

P D Fyfe
Chair of Governors

Frequently Asked Questions

Wider re-opening of the School

What time will the school open and close?

Three entry gates will be in operation to split the social bubble arrivals. There will be 10-minute arrival slots which parents are asked to stick to. These will be 8.40-8.50am, 8.50-9.00am and 9.00-9.10am. Departures will take place through the same gates at 3, 3.15 and 3.30pm. The children will be collected from their gate by their teacher in the morning and brought back there at collection time.

How can I keep to social distancing from other parents and families at drop-off and pick-up time?

By staggering entry and exit times and increasing the points of entry we are aiming to minimise the number of families waiting at the same time. We are also asking that only one parent drops off and picks up. All parents should adhere to social distancing rules and keep their children by their sides.

How will the social bubbles be kept apart?

Each bubble will have its own base, toilets, staff and play areas and they will not be permitted to go into other areas or share resources.

Will my child be kept two metres away from others at all times?

No. We are not expecting our younger children to social distance. We do expect our Year 6s to try and their base will be set up to enable that. Staff will also social distance.

What measures will the school be taking to prevent transmission of the virus?

All windows and internal doors will be open, weather permitting to improve ventilation and reduce the need to touch door handles. All unnecessary items will be removed from classrooms. Each bubble will have its own resources and playtime equipment which are easy to clean. Year 6 children will be sat at individual desks. Each classroom has a sink, soap, paper towels and hand sanitiser. Children will wash their hands frequently throughout the day for a minimum of 20 seconds (this is now part of our behaviour policy). This will include at the start of the school day; before/after play times and before eating as well as other times when deemed appropriate. When outside, each bubble will have their own allocated space and when playing. There will be no contact sports such as football. Only one child will be allowed in a toilet at a time. The school will be cleaned thoroughly every day. Additionally, the school will receive a deep clean every Wednesday and Friday evening to ensure the school is ready for the next bubbles to attend.

How will you split the classes into bubbles and can I make requests?

Each class will be split into two bubbles – Bubble A and Bubble B. This will be done by splitting the register roughly in half and we will ensure siblings are in the same half of the register. Bubble As will attend school on Mondays and Tuesdays. Bubble Bs will attend school on Thursdays and Fridays. We appreciate the children may not be with all of their friends but staff will use their discretion. We cannot take requests because we cannot guarantee we can meet them all. We will continue with interactions via Zoom and Seesaw so pupils will still get an opportunity to see their class mates.

Can I choose which two days my child attends?

No. Unfortunately we cannot take requests as we cannot guarantee to fairly meet them all. However, those attending the childcare groups will continue to attend only at times that their parents are working.

My child comes to the childcare group at the moment. Can they attend their class bubble for two days the childcare group for the other days I am working?

No. The idea of the social bubble is to keep the children in smaller groups to minimise transmission of the virus. If your child is in two groups it will increase the risk.

Will attendance be monitored?

Yes, but there will be no penalties for non-attendance. You should still call the school if your child will not be attending on a day when we are expecting them to.

What will happen on Wednesdays?

We will be open on Wednesdays for just the childcare groups. Every Wednesday the school will undertake a deep clean. Staff will be given Preparation, Planning and Assessment time (PPA) on Wednesday. They will also use this day to set weekly work on Seesaw for children and communicate to the children and families who are remaining at home. Teaching Assistants will also approve items on Seesaw on Wednesdays.

If my child does not return at the beginning of the re-opening of the school when can they return?

Your child can return to school whenever you are ready for them to do so. They will not need to wait until September.

Do you intend to remove all the toys and equipment from the Reception classrooms?

No, we do not intend to remove the children's kit. We will remove soft toys and furnishings that are difficult to clean in line with the government guidance, but all other equipment will remain in the rooms. Equipment will remain in the separate rooms, however, and will not be shared between social bubbles.

Will Barnowls be running?

No, there will be no breakfast or after-school club at this time. There will also no peripatetic music lessons or library.

Will there be lunchtime and after-school clubs?

No, there will be no clubs at this time.

My child has an underlying health condition which may make them more vulnerable to the virus. Should I send them to school?

If your child, or a relative you live with, has a serious underlying health condition and needs to be shielded they should not attend school. If they have a less serious condition but you are concerned they would be at risk you should factor this into your decision.

What happens if I bring my child to school on a day they are not scheduled to attend?

Your child must not attend on the wrong days because they will cross-contaminate the social bubbles. Therefore, if your child arrives on the wrong day they will be sent home.

What if I decide not to send my child back to school? Will they still be set work?

Yes. Work will be set in a similar way to how it has been set through school closure via Seesaw for all children who do not attend. Children will also be expected to complete work on the three days that they are not in school.

Will staff be wearing Personal Protective Equipment (PPE)?

Staff are not required to wear PPE but there are masks and gloves available for administering First Aid. They will also wear it if they are looking after a child displaying symptoms or a child with intimate care needs.

What happens if a child or adult on the site has Covid-19 symptoms?

Anyone with symptoms or living with someone who has symptoms should not come to school until a test has been carried out and is negative. If someone develops symptoms during the school day they will be isolated with a member of staff until a parent can collect them and their siblings. They will then need to stay at home until a negative result has been received from the Covid-19 test. We will require proof of a negative test result to re-admit your child.

What happens if my child develops symptoms of the virus at home?

If your child develops symptoms of the virus at home you should not send them to school. Instead you should arrange for a Covid-19 test. It is good practice to take your child's temperature each day before they come to school. If they have a high temperature they should not come to school.

How do I access a Covid-19 test if any of my family have symptoms of the virus?

If you or your family develop symptoms (continuous new cough, high temperature) you should contact NHS 111 by telephone or online and you will be given directions on how to access a test.

What happens if a pupil or member of staff tests positive for COVID-19?

If a pupil or member of staff receives a positive test result, every member of that bubble and the other bubble associated to those members of staff (due to the members of staff working with both bubbles and potentially carrying the virus), will be notified and they will need to remain off school and self-isolate for 14 days. Siblings from other bubbles will also need to remain off school.

My child has medication in school. How will this be administered?

Your child's medication will be kept in their social bubble and administered by a member of staff in the social bubble. If your child requires one-off prescribed medication you will need to fill in the usual form and leave the medication at the main office.

Are parents allowed on site?

Parents will be permitted to come onto part of the infant playground at drop-off and collection time if they are using the infant playground gate, and if they are socially distanced. There will be markings to show the 2 metre gaps. Parents may not come onto the site at other gates and should address queries by email or telephone. If a query is urgent or must be dealt with face to face they may go to the main entrance door. There will be markings on the floor to aid social distancing.

How can I contact members of staff at the school?

The best way to contact members of staff, including the office staff or the headteacher, is by email (office@westonturville.bucks.sch.uk) or by telephone (01926 613436). Teachers have also shared their individual email addresses.

What happens if my child arrives late in the morning?

Parents should endeavour always to arrive at school within the given time slot to avoid mixing with other social bubbles. If you are late children should not try to enter the school by their gate but should go to the main entrance and wait in the queue. Parents will not be able to accompany their children onto the site through the main entrance.

Where can I find the government guidance documents about the re-opening of schools?

We have put a link to the government guidance to parents on our letter, and have created a space on the website for all the latest guidance documents.

What about Collective Worship and assemblies?

It is important that these still take place. However, children will not assemble together. These will happen in social bubbles in the classroom bases.

Will there be hot meals provision?

AIP will be providing a cold packed lunch for all those who order them in the usual way online. Food will be eaten in classroom bases or outside.

Will children need to wear school uniform?

No. School uniform expectations will be relaxed for the time being as children will need a clean set of clothes for each day that they are in school. Children will need to wear clothes and footwear which are suitable for being outside and taking part in physical activity, and will need to keep a pair of trainers in school for PE. If it looks like rain they will need a coat.

What will children need to bring?

Children in Year 1 and Year 6 will need to bring their own water bottle. If you believe they are allergic to the hand sanitiser in school you may wish to send your own, but the children should give them to their teacher. If they are not having a school lunch, they will need a packed lunch. They will not need to bring a school bag or book bag with them but Year 6 pupils may wish to bring in stationery and other belongings which they leave in school. Children should not bring masks to school.

What about sharing resources?

Each bubble will be provided with their own equipment for play times and break times which only they will use. They will also not share classroom resources between groups. Year 6 pupils will have their own stationery and books which they will keep on their desks, and younger children will have trays for their own kit.

Will my child be able to change their reading book?

Pupils will not be able to change their reading books for the foreseeable future. We would encourage reading books they have at home or accessing free online texts. At school, children will be allocated a selection of books within their classroom bases but these will not go home.

When will we break up for the Summer holidays?

We will be finishing on Friday 17th July for the Summer holidays. The reason for this is that we will be inviting the new children starting in Reception in September to attend the school on Monday 20th July and Tuesday 21st July.

Should I apply sunscreen to my child?

Yes, please apply sunscreen to your child in the mornings. We have supplies for them to re-apply during the day so you will not need to supply anymore. It is also a good idea for the children to wear a hat when it is sunny.

Will I receive an end-of-year report?

Yes. Assessments will reflect the results the children gained in the Spring Term. You will receive a personal comments section as normal.

What will secondary school transition look like?

Secondary schools are currently planning what this will entail. It is very unlikely that Year 6s will attend their new secondary school prior to the end-of-term. However, they are looking at virtual meetings and will be in contact with you personally. For all other year groups, we will not be having moving up days this year. Instead, class teachers will arrange virtual meetings for the children to meet their new class teacher and each other.

This model has been created in conjunction with the Government’s planning guide for reopening primary schools. All risk assessments and suggested policies have been revised in conjunction with this guidance

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>