



Dear Parents / Carers,

### **Widening our provision to include small groups of Year 2, Year 3, Year 4 and Year 5 pupils**

As outlined in earlier letters, all being well, our aim is to increase our provision and welcome back some pupils from Year 2, 3, 4 and 5 classes with effect from next week (w/b Monday 22<sup>nd</sup> June). We will be following the systems which have worked well in the other year groups and will have children in for two days per week (Monday/Tuesday or Thursday/Friday). This will allow time for a 'deep clean' of classroom bases in between the different groups.

We have been able to accommodate almost every request for space and in some classes (e.g. Year 3) we are now at full capacity with 8 per group which is what we can fit in our classrooms while maintaining 2m social distancing. **Today you will receive a message from your child's class teacher to let you know which days your child will be attending so that you can make plans for next week.**

We are aware that for some families this will be your first child/ren who will be coming back following lockdown and there will be anxieties about this. For others, you already have a child attending school so the systems in place are starting to sound familiar. We hope that this letter, together with our 'yes please ☺, no thanks ☹' checklist, should provide you with all the details you need about the practical arrangements for a safe return.

One of our biggest concerns is the fact that we will have more parents/carers on site at drop off and collection times – and many will need to pick children up from different doors which will increase the number of potential 'transitory meetings'. **From Monday it will therefore be even more important that groups of parents/children do not congregate either on the school site or at the gates and do not 'wait' for other parents/families. We have to insist that it will need to be a case of drop off or collect your child/ren and then leave straight away.**

#### Arrival - where to go, what to do and what time to arrive

The system of staggered arrival times and use of specific entry gates will continue with the extra year groups fitting in as follows:

- **Year 5:** Pupils must come in through the **MAIN SCHOOL GATE** (not the newer side gate). It is important that there are as few adults on site as possible so we need to ask that Year 5 pupils either come to school independently (as many do already) or that if an adult accompanies them then they come no further than the main gate. Year 5 children should walk round on their own towards their usual entrance door to the wooden gate at **8.45am to come in independently.**
- **Year 4:** Pupils must come in through the **NEWER SIDE GATE** (not the main gate). **ONE adult** will be allowed to walk round with them, towards their usual entrance door to the first wooden gate at **8.45am** where Mrs Powells or Mrs Barratt will greet them and take them in. **It is important that you keep your child next to you at all times.**
- **Year 3:** Pupils must come in through the **NEWER SIDE GATE** (not the main gate). **ONE adult** will be allowed to walk round with them, towards their usual entrance door to the first wooden gate at **8.45am** where Miss Fox or Mrs Percy will greet them and take them in. **It is important that you keep your child next to you at all times.**
- **Year 2:** Pupils must come in through the **NEWER SIDE GATE** (not the main gate). **ONE adult** will be allowed to walk with them, towards their usual entrance door to the first wooden gate at **9.00am** where Miss Betham or Mrs Scott will greet them and take them in. **It is important that you keep your child next to you at all times.**

In ALL cases please do not allow children to arrive too early, and if the gate is not open then we must ask you to please wait – remembering to stand on the yellow lines 2m apart (not in a group with children from other households).

It will be really helpful if children can arrive on time – but if anyone is late, then access to school will be via the main entrance – again we ask that you respect the 2m yellow lines while waiting.

*N.B. Arrangements for the other classes or groups will continue as before. If you have children in more than one group from the above list, then we can arrange a specific time for you to arrive which avoids you having to come on site twice. Staff will liaise with you directly about this.*

### Classroom organisation

You may want to forewarn your child that things will look very different in school. **Each year group will be based in their own classroom for the 2 days that they are in.** Each child will have an individual desk/work space as well as their own tray of resources, pencils, pens etc and it is important that they stick to using these and not touch things 'belonging' to other people. All of the resources they need will be provided by school, and we ask that no pencil cases, toys, reading folders, books etc are brought into school as we have to limit the number of items which are being transported between home and school.

The library and the Year 2 classroom will be used as bases for children who are not in their class groups or need extra support. To enable this to happen there will just be one 'class group' of Year 2 pupils on Thursday/Friday. Other children in this year group will be in a 'support group' group led by Miss Betham and 3 other staff.

### School books

Children will be using their schoolbooks/topic packs but one of the protective measures is that staff will be limited in their ability to handle these books so most of the feedback will be verbal at the point of learning.

### Uniform

Children who are returning from 22<sup>nd</sup> June will need to wear our Eastlea uniform please. Guidance suggests that where possible, clean clothes should be worn each day and if you could support us with this that would be great.

### Playtimes

Playtimes for the groups of pupils will take place at different times during the morning with designated spaces outside on the yard or on the field. Outdoor games/equipment has also been arranged into class boxes so that children only use equipment which can be cleaned easily and any need to share items with other class groups is strictly limited.

### Lunchtimes

The school kitchen will remain closed for the rest of the term. All children will need to bring a packed lunch and drink (**nothing containing nuts or seeds please due to allergies**). Pupils will eat their packed lunches at their own desks in their classroom bases. We ask that children also bring their own named water bottles as this is a protective measure to limit the need to share cups in school.

The children will also have time outside. Staggered lunchtimes will reduce the number of children out at any one time, and the field is large enough to accommodate a lot of children at a suitable distance with zones allocated to different classes/groups.

### Home time

Once again the times and collection points have been staggered to reduce the number of pupils and adults moving on site at any one time. Please can we ask that only one adult comes to collect a child and that Year 5 pupils leave independently and that they meet you at your car or at a distance from the school gates.

- **Year 2** – should be collected at **3.00pm** from the gate which you drop them off at in the morning and should then exit the school site via the **newer side gate**
- **Year 3** – should be collected at **3.15pm** from the gate which you drop them off at in the morning and should then exit the school site via the **newer side gate**
- **Year 4** – should be collected at **3.15pm** from the gate which you drop them off at in the morning and should then exit the school site via the **newer side gate**
- **Year 5** – will be dismissed at **3.15pm** and leave via the **main school gate**

*N.B. Again, if you have children in more than one group then, where possible, departure times will be amended to suit your family circumstances and family groups of several siblings will be collected from the main entrance and leave via the main gate.*

### Taxis

Children who come to or go home via a school transport taxi will continue to have this service provided. Arrangements will be confirmed with the School Transport Service at County as well as the taxi company and if there are any queries then please contact me in school.

### Clubs – before, during or after school

Unfortunately, we will not be able to offer any before school, lunchtime or after school clubs at the current time. This includes breakfast club which we will not be able to run or Owlets which cannot yet restart.

### Homework

Work for the days the children are not in school will continue to be provided by class teachers to be done at home for the last 4 weeks of term. As far as possible, work given will not need to be returned to school as this will limit the number of items which need to be carried between home and school.

Online work via Seesaw and/or work packs will still also be provided for children not attending school, but you might find that class teachers are less able to respond immediately to comments/questions which are posted online as they will be teaching in the classroom throughout the day!

### Cleaning

The routines and schedules for cleaning which were increased to meet the higher protective measures when we expanded our provision from 1<sup>st</sup> June will be extended further. Ongoing cleaning will take place during the school day as well as each evening, with a deep clean on Wednesdays so that everything is set for the next group of children.

### Handwashing

**Regular handwashing remains one of the most important protective measures.** Please make sure that hands are washed before you leave home and again when you return. When in school children will be required to wash their hands at frequent intervals throughout the day, and are allowed to have their own personal named hand sanitiser on their desks too.

### Helpful things to reinforce with your child

If you could support us with encouraging your child to follow the protective measures which have been put in place that would be very helpful, *e.g. reminding them of the importance of regular hand washing, asking them to keep 2m apart from others when they are in school, sticking with you when they are waiting to come in/heading home etc.*

### Arrangements for families who are key workers/vulnerable

We will continue to provide extra 'days' in school where we can for those who have additional requirements. This may mean that your child is in their class group for some of the time and in the 'support group' for other days. It is important that you discuss with me any specific circumstances linked to this so that we can do our best to accommodate what is required, as far as staffing levels will allow.

**We are very much looking forward to welcoming some pupils from the remaining year groups back at Eastlea. This is the last 'phase' of our cautious plans to expand provision this term. I realise it is only for 4 weeks but it remains a HUGE undertaking. By September, depending on what happens with social distancing restrictions and the progress of the virus nationally/globally we will hopefully be back to something that looks a little more normal – but that is still too far away to think about yet.**

**Please support us with the systems and procedures which will be in place and remember, if you or your child shows any symptoms of the virus you MUST NOT come to school and must inform us immediately.**

Please take a look at the '**yes please ☺, no thanks ☹**' checklist which was prepared for 1<sup>st</sup> June but remains relevant for this phase of expanded provision too. If you do have any questions or something is causing you concern then do not hesitate to ring me in school.

Yours sincerely,

**Miss E Beeston**, Head Teacher