

**September 2020 Start
Important Information**

Hippings Methodist Primary School

Dear Parent/Carer

I hope that this letter finds you and your family safe and well.

I am delighted to be able to write to you to explain our plans for the wider re-opening of Hippings Methodist Primary School from Thursday 3 September 2020. Clearly the situation continues to evolve and this is our current plan to meet Government guidance. We will monitor the situation in coming weeks and adapt our plans accordingly. I believe updated guidance is due to be issued late August so it may well be that any updated information comes to you at the last moment.

We know that all of the changes we have been required to make have an impact on pupils, staff and families. However, they are all made to meet Government guidance and to keep everyone as safe as we can. We thank you, in advance, for your flexibility as we work to do the best we can for our pupils and staff at this time.

Government Guidance for the Re-opening of Schools

You will have seen in the media that the Government has issued stringent guidance about how we must manage the wider re-opening of our school. We have been operating a safe environment since Hippings closed its doors to the majority of pupils in March, though we remained open for key worker children. We used what we had learned from this to then help us manage the safe return of Reception, Year 1 and Year 6 children.

Following the Government guidance for September we have, of course, acted on everything that is required and made provision for all aspects of the safe environment for pupils and staff. Our thorough risk assessment ensures that we have planned for all eventualities and will do everything we can to keep everyone as safe as possible. However, this relies on the daily and ongoing support of pupils and parents/carers by keeping us informed of any changes to health and circumstances. Please do reiterate to your son/daughter that the measures in place in school are there to keep not just our staff and pupils safe, but also those whom they then go on to meet outside of school and in their communities and families.

Social Distancing

The guidance advises that social distancing is in place between pupils and staff in lessons. It recognises that this won't always be possible due to age of the children we have in school. Classroom spaces and teaching approaches may feel a bit different to what pupils are used to. We will prepare them more for this at the start of the term with induction activities. Desks in the classrooms have been moved around so that children are not working in groups or facing each other.

Breaks will be taken at different points during the day, and this may be different to what the children are used to, so that we can socially distance on the yard. Some children will be having a later lunch so you may want to send your child in with a healthy fruit snack for morning playtime.

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Toast will still be available for Juniors, but they will have to pre order this in the morning once they get to class.

Year Group “Bubbles”

We have been operating the “bubble group” model for some time now with the pupils we currently have in school. It is this model that schools have been asked to use when we re-open. As a school we have decided on Year group bubbles. This will allow pupils to work and play across their year group.

Schools have been asked to keep students who are at school in year group “bubbles”; this means that as a school we should plan to keep students from mixing with others outside their year group.

There will be limited movement around school, with children only moving from their classroom for playtime and lunch. Breaks and lunchtimes have been staggered and each bubble has been allocated a space in which to play.

If a child within that bubble was to test positive for Covid-19 then the whole bubble will need to self-isolate for 14 days, this for us will mean the whole year group plus any siblings.

Arrival and dismissal of pupils

Each year group has been allocated specific times by which to enter school. These instructions **MUST** be adhered to. If there is more than 1 child in a family then all siblings can arrive and leave at the time of the first sibling. Some of our older children sometimes make their way down to a younger sibling’s class, unfortunately we are not permitted to allow this at present, so every child must be collected from the appropriate door.

An adult will be allowed to drop their child off at the classroom door but must not hang around in any of the playgrounds or outside of school.

Only 1 adult will be allowed on site and must wear a face covering at all time

<u>Year</u>	<u>Drop off/ Pick up and Route (All enter via top Heron Way gate and leave via bottom Heron Way gate)</u>	<u>Arrival Time</u>	<u>Pick Up Time</u>
Reception	Follow red then orange dots. Walk past year 1 into the Reception class area. Leave by walking through junior yard to bottom gate on Heron Way.	9.10 am	3.25 pm
Year 1	Follow red then orange dots into the year 1 area. Enter through classroom door. Leave by walking round building through Reception	9.20 am	3.30 pm

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	class area, through Junior yard to bottom gate on Heron Way.		
Year 2	Follow red dots to the main entrance of school. Leave by walking round building past year 1 and Reception, through Junior playground to bottom gate on Heron Way.	9.00 am	3.15 pm
Year 3	Follow red then orange dots. Walk past year 1 and Reception class area to the year 3 door. Leave by walking through junior yard to bottom gate on Heron Way.	8.50 am	3.05 pm
Year 4	Follow the red then yellow dots walk down steps past year 6 and 5 classrooms keeping within coned area against the wall. Walk up steps to year 4 classroom door Leave through junior playground to bottom gate on Heron Way.	8.35 am	2.50 pm
Year 5	Follow the red then yellow dots walk down steps past year 6 and 5 classrooms keeping within coned area against the wall. Walk up steps to year 5/6 door. Leave through junior playground to bottom gate on Heron Way.	8.45 am	3.00 pm
Year 6	Follow the red then yellow dots walk down steps past year 6 and 5 classrooms keeping within coned area against the wall. Walk up steps to year 5/6 door. Leave through junior playground to bottom gate on Heron Way.	8.30 am	2.45 pm
<u>If you have more than one child in school please bring and pick up both children at the time of the first child's year group.</u>			
<u>Times must be adhered to. If you are late you will have to wait for all year groups to go.</u>			

Please arrive at your allocated time and follow the one way system. We are doing this so we can reduce the number of people on the school yards at any given time. This will help keep your children, you and staff safer. Whilst on the yard please can we ask you all to be mindful of those around you and remain at least a meter away from others.

If you want to speak to a member of staff please ring the school office so we can arrange a mutually convenient time. There will be no face to face appointments or meetings. **Please do not stop staff to talk at the door to class when dropping off or picking up.** (I know this is not our normal policy but this must be put in place for the time being)

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If you are a parent of a new Reception pupil who is due to start with us in September you should have received an email regarding start times. The times are different dependent on which group your child has been placed in, so please refer to this information until your son or daughter starts full time. If you have any questions please contact the school office.

PPE

In line with present guidance, staff are not routinely wearing face masks or PPE. There is guidance that if first aid is applied then gloves, aprons and masks will be worn, however it may be appropriate to wear full PPE (gloves, apron, mask and visor) dependent on the situation. So you may want to talk to your child about this.

Guidance currently states that children have no need to wear masks in school. All people over the age of 11 should wear a face covering if 2m social distancing cannot be adhered to, therefore all adults will be required to wear a face covering when dropping off or picking up as we cannot guarantee 2m distancing. (This guidance is forever changing so please keep an eye on your emails for further updates)

Cleanliness

Children will be expected to hand sanitise as they arrive in school and routinely throughout the day they will be expected to wash their hands and use hand sanitiser. **IF YOUR CHILD HAS AN ALLERGY TO HAND SANITISER PLEASE LET SCHOOL KNOW.**

An enhanced cleaning schedule will be in place to ensure school is as clean as possible.

Uniform for September

Students should return to school in **full** Hippings uniform, including black school shoes. Please ensure that your son/daughter has all required items of full school uniform for the September start - jumpers, cardigans are available from Grays of Blackburn and school bags, pump bags and ties are available from school. Please also ensure it is FULLY labelled so items can be returned to their rightful owner. I don't think anyone would want to be looking through a lost property box given the current situation.

Please also ensure that by the September start your son/daughter's hairstyle and colour meets the school rules.

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Behaviour

We have amended our Behaviour Policy to include reference to Covid-19 this will be available on the school website. In conjunction with this letter you will receive a copy of the revised home school agreement. This does not need signing by yourselves this year though you may want to read through some aspects with your son or daughter.

Unfortunately, Worship cannot take place at the moment. However, a star of the week will still be chosen and this will be presented in class and a phone call will be made home. We will continue to reward with stickers, dojo points and team points too.

Sanctions will continue to be in place for children not following our Hippings rules and Values using the traffic light system. Please read through the home school agreement with your child with regards to our expectations. All children that have been in school since March have been fantastic and I'm hoping this will continue in September.

Home School Agreement

We regularly review our home school agreement and this has been recently reviewed in light of Covid. This year we are not asking for this to be returned to us signed but please read through the offer we provide as a school and our expectation for parents and pupils. (See separate attachment)

Equipment

We are asking the children to bring in as little from home as possible. Children should just need their lunch, if they are on packed lunches, and a water bottle, reading books and records. Children will be given their own 'pencil case' in school containing their own set of stationery items. This **must** remain in school.

Please may we ask that **NO** large rucksacks come into school. Rucksacks should be no larger than our school backpack. We simply don't have the space for them and there is no need to bring them in as lunch can be carried in a lunch box or in a small bag. Due to having to re-organise cloakrooms, our cloakroom space is limited.

PE

PE kits should be brought into school, in a draw string pump bag on the first day of term and will be left in school until October half term. **All** children must have their own PE kit, as we will be unable to allow children to borrow them from school due to the situation.

PE KIT: Black shorts(not cycling shorts or skorts), White round neck t shirt(plain), Black pumps. KS2 children can also bring an extra pair of trainers for outdoor use.

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Catering

The school kitchen will continue to provide universal free school meals for all Reception, Year 1 and Year 2 children. Children in KS2 can choose if they would like a school meal or packed lunches.

All children will eat with their year group bubble. For the first week the school kitchen will be providing pack up options only. After this hot meals will also be on the menu as usual and children will choose their meal from the menu. Lunch times will be staggered and socially distant seating arrangements and cleaning in between bubbles will be adhered to.

Pupils will need to bring their own water for the day, in a clear water bottle. Current guidance states that we cannot have shared water fountains in use. We also cannot have children wandering down to the office to ask for a cup so a water bottle is essential. This must contain Plain water only.

Breakfast and After School Club

There will be no breakfast or after school club until after October half term.

Remote Learning

In common with all schools, we have learned a great deal about effective remote learning within a short space of time and we continue to monitor and review our remote learning provision, to ensure that it meets the needs of all our learners. In preparation for any future temporary closure or year group isolation we will revert back to emailed work sent out by the class teacher and the use of Oak Academy home learning.

After the end of this school year we ask that any communication to staff is done via the school office. The staff have families of their own and need time with them and to recover from the last few months so they will not answer any emails sent to their school email address.

Any children who need to self-isolate will be provided with a home learning pack to complete during the 14 day isolation period.

Catch-up Provision

You may have heard about the Government's funding for catch-up provision in schools. As yet, we don't have any other information other than what has been shared in the media. We are currently awaiting further information about this but once we know more we will formalise our plans for pupils.

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Attendance and Punctuality

As you may have heard in the media the Government do now expect that the vast majority of **students will return to school in September and that from this time education will be mandatory.** We appreciate some families may be nervous about this though hopefully this long letter will reassure you in knowing that safety measures have been put in place. Where your son/daughter remains critically or highly vulnerable, as a result of being in a high-risk group, and has received direct clinical advice then please contact us directly and we will discuss this further with you. We will be recording absence in the usual way from September onwards and we look forward to welcoming pupils back into lessons at that time.

Social Media

We are hoping to get our Face book page up and running again in the Autumn Term. If you do not already follow our Official Hippings Methodist Primary School Facebook page please consider doing this. The page will update you with news, events and key information throughout the year.

Student Wellbeing and Support

We would like to remind parents and carers that there are many excellent sources of support and advice, relating to the impact of the current crisis but also wider issues. We particularly recommend Young Minds and Childline (who work with young people up to the age of 19).

There are also some excellent resources developed by the NSPCC for parents/carers. There is information relating to emotional health, stress, self harm and bullying below.

<https://learning.nspcc.org.uk/safeguarding-child-protection-schools>

Can I also remind you that we are subscribed to the National online safety and as parents you can access this to help ensure your child is safe when on line and when using different Apps. There is specific guidance for a number of Apps and online games.

<https://nationalonlinesafety.com/>

First Day Back

There will be staff on the yard the first day back signposting where you need to go. Once we have all the children in school staff will go through all the changes and expectations with them in an age appropriate manner. This will reiterate all of the guidance and new rules for being in the building. The children and the parents of those who have come back to school already have adapted very well and I am hoping for the same in September.

Apologies for the very long letter, however I hope it answers any questions you may have and helps to alleviate any fears.

Thank you for all of your ongoing support. We are extremely grateful for all the messages of support and good wishes that we have received in recent weeks, they really are valued.

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Please ensure that any reading books that you have at home are returned on the first day of school in September.

With our very best wishes to you and your family at this difficult time.

I look forward to seeing you all on Thursday 3rd September.

Have a lovely summer and stay safe.