

Thursday 16th July 2020

Dear Parents/Carers,

I would like to begin this letter, which will update you on the plans for opening to all in September, by thanking you for your continued patience and understanding during the most difficult and challenging of times.

We are aware that your child is very young and is new to Moorside. In order to make their first day at Moorside as smooth as possible we have decided to phase in the return of children in two groups rather than all children starting on the same day.

The times for the morning sessions are: **9:00am until 12:00pm**

The start date for your child will be Wednesday or Thursday. Your letter sent to your email will state which day your child is starting.

I would like to reassure all parents that school have worked exceptionally hard to ensure that guidance is followed in order to reduce risks. We have had the opportunity to 'test' our systems during these final weeks of the summer term, as we have had over 140 children in school every day. Recommended safety measures have been implemented effectively across school and will continue in September. These include:

- Children in Year group bubbles.
- Wherever practicable, children will have the same adults teaching them.
- Staggered starts/finishes/lunchtimes and playtimes for each year group bubble.
- One-way systems throughout school and on entry and exit to school premises.
- Only one adult allowed to accompany their child to school. Adults who accompany children to school will be expected to maintain stringent social distancing and there will continue to be one-way systems for drop offs and pick-ups to reduce risk.
- Cleaning regimes in school ensure that all classrooms and shared areas are cleaned thoroughly with extra attention paid to touch points.

Aiming for Excellence

Market Street | Droylsden | Manchester | M43 7DA

Principal: Mrs M. Taylor



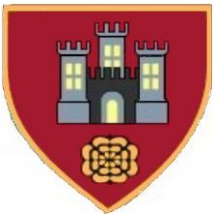
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- Where appropriate, children will have personalised packs of frequently used equipment. Shared resources will be cleaned regularly.
- Children will be required to sanitise their hands on each entry and exit to school. Hand sanitisers are also in every classroom.
- If anyone in your household is contacted by Track and Trace, all guidance given by them must be followed.
- Children must not attend school, and the household should self-isolate, if either they or any other member of their household are displaying symptoms of Covid-19. Tests are available for children and members of their family.
- If a child becomes unwell in school, they will be isolated and you will be informed immediately. Please ensure that your contact details are up to date and you are able to be contacted.

Attendance will be compulsory in September and the Attendance Policy will be adhered to. If your child is unwell, as previously was the case, please report their absence to school at the earliest opportunity. If you have any concerns or worries regarding your child's return, please contact school to discuss further.

In order to reduce risk and the number of people around school, we will be staggering start and finish times. Please ensure that you drop off and pick up at the set time, to ensure everyone's safety. Please see the timetable at the end of this letter for the start and finish times for your child.

Instructions for drop off:

You will enter the premises through the pedestrian gate and then the usual Nursery gate and follow the path round towards Nursery entrance. At the gate for Nursery, staff will direct children into the classroom. Social distancing between you and staff must be maintained at all times. As a one-way system will be in place, parents and carers are then asked to leave school premises by walking through the Key Stage 1 playground. You then leave using the car park gate which will be open for pedestrian access only. There will be staff around to help with the directions.

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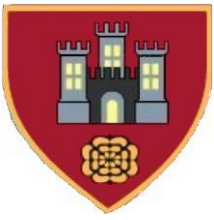
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Instructions for pick up:

You will enter through the pedestrian gate and wait at the Nursery gate at the bottom of the path by the car park. Nursery staff will bring children to the gate and release them. Please maintain social distancing whilst waiting for your child. You may exit through the pedestrian gate.

There will be staff around to help and guide you.

Other information:

- Children should wear full uniform and sensible shoes.
- Your child may bring in a bag, but no toys are to be brought in from home.
- Please bring a bag that can stay in school containing spare clothes (this does not need to be uniform).
- We will send a reading book home every Friday to be read as a family. We will change this weekly.
- As far as is practically possible, children will have their own set of equipment.
- You **must** ensure that you are on time for dropping off and picking up as other year groups have staggered start and finish times and it is crucial for everyone's safety that these times are adhered to.
- Children will be required to sanitise their hands on entry and exit to school.
- You will be required to maintain social distancing at all times on and off school premises.
- Only one adult may accompany your child.
- Parents and carers who wish to speak to the office, must ring or email. No adults will be allowed entry to the office.
- Parents and carers must inform school if they (or anyone else in their household) have any symptoms of Covid-19 or are tested positive. Children must not attend school and the household should self-isolate if either they, or any other member of their household are displaying symptoms of Covid-19. Tests are available for children and members of their family.

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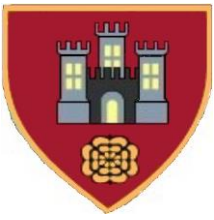
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- If a child becomes unwell in school, they will be isolated and you will be informed immediately. Please ensure that your contact details are up to date and you are able to be contacted.
 - It is expected that children will attend every day. If they are unwell or unable to attend that day, please telephone the office to let us know as soon as possible.
 - No cars will be allowed to drive into school as this entrance is being used as an exit point for parents once children have been dropped off.

Important Reminder

School have recently sent out two links to an online multi-purpose consent form and information form. It is crucial that you complete these forms for each of your children who attend Moorside before we return in September. This is to ensure that all details including contact information is accurate and up to date. If you have any queries regarding this, please contact school.

Further information will be shared with about Nursery and will be sent to your emails. Please share this with your child. Miss Grindrod will also be making contact with you over the next few days to have a chat with you.

If you have any further queries or questions, please do not hesitate to contact me via Dojo or by email to admin@moorside-primary.org.

We are looking forward to welcoming your child to Moorside!

Kind Regards

M Taylor, Principal

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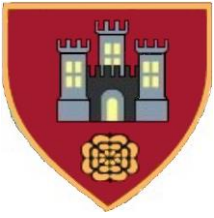
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Staggered drop off and pick up times for each year group.

Year group	Drop off time	Pick up time	Entry through	Exit through
Nursery	9:00	12:00	Nursery path way	Key Stage 1 playground
Reception	9:00	3:30	Key Stage 2 playground	Key Stage 2 playground
Year 1	9:00	3:30	Key Stage 1 playground	Key Stage 1 playground
Year 2	9:00	3:30	Key Stage 2 playground	Key Stage 2 playground
Year 3	8:50	3:20	Key Stage 1 playground	Key stage 1 playground
Year 4	8:50	3:20	Key Stage 2 playground	Key stage 2 playground
Year 5	8:40	3:10	Key Stage 1 playground	Key stage 1 playground
Year 6	8:40	3:10	Key Stage 1 playground	Key stage 1 playground

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