

Friday 17th 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.

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.
- 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

Aiming for Excellence

Market Street | Droylsden | Manchester | M43 7DA

Principal: Mrs M. Taylor



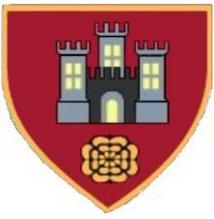
0161 370 3614



admin@moorside-primary.org



www.moorside-primary.net



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 go through either the Key Stage 1 playground around to the Key stage 1 drop off area or through the Key Stage 2 playground to the Key Stage 2 drop off area. Staff will be waiting at the doors and will direct your child to their classroom. Social distancing between you and staff must be maintained at all times. You will then leave the playground, taking care to maintain social distancing, and exit through the car park gate which will be used for pedestrian access only. There will be staff around to help with the directions.

Instructions for pick up:

You follow the same arrangements as above to collect your child. Please maintain social distancing whilst waiting for your child. If you have any queries or want to pass on information about your child, please send a message through Dojo or by ringing the office. Please be patient as staff are releasing children, they will need time to get used to the known adults to begin with so this may take longer than normal.

Aiming for Excellence

Market Street | Droylsden | Manchester | M43 7DA

Principal: Mrs M. Taylor



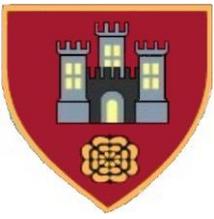
0161 370 3614



admin@moorside-primary.org



www.moorside-primary.net



There will be staff around to help and guide you.

If your child has a sibling, then you must drop off and collect all children at the earlier drop off and pick up time. In the morning, children will be sent to their classroom and will remain there with staff. In the evening, children will be picked up at the earlier time together from the earlier pick up point. Please see the table at the end to see the start and finish times of all year groups.

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 send in a water bottle for your child to use. This should only contain water and should be taken home each day to be washed. This will remain on children's desks throughout the day.
- Reading books will be sent home. These will be changed regularly if your child has read them. They will be stored for a period before being given to any other children to ensure we are reducing risk.
- 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.
- Parents and carers who wish to speak to the office, must ring or email. No adults will be allowed entry to the office or onto school premises unless by prior arrangement.
- 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.

Further information has been shared with you about your child's next class teacher through Dojo message. If you have not signed up for this, please do so at the earliest opportunity.

Important Reminder

Aiming for Excellence

Market Street | Droylsden | Manchester | M43 7DA

Principal: Mrs M. Taylor



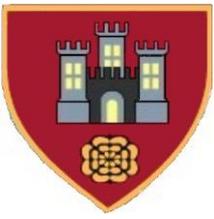
0161 370 3614



admin@moorside-primary.org



www.moorside-primary.net



School have recently sent out a link to an online multi-purpose consent form. It is crucial that you complete this form 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.

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

School will close for all children on Thursday 23rd July and children will return to school on Wednesday 2nd September at the times set out below.

We are looking forward to welcoming your child back to Moorside!

Take care

Kind Regards

M Taylor

Mrs M Taylor, Principal

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 pathway	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

Aiming for Excellence

Market Street | Droylsden | Manchester | M43 7DA

Principal: Mrs M. Taylor



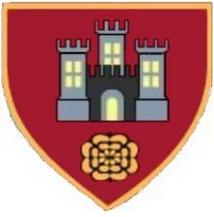
0161 370 3614



admin@moorside-primary.org



www.moorside-primary.net



Moorside Primary Academy

part of the **enquire**
learning trust

Year 6	8:40	3:10	Key Stage 2 playground	Key stage 2 playground
--------	------	------	---------------------------	---------------------------

Aiming for Excellence

Market Street | Droylsden | Manchester | M43 7DA

Principal: Mrs M. Taylor



0161 370 3614



admin@moorside-primary.org



www.moorside-primary.net