

Friday 5th March, 2021

Dear Parents and Carers

After today, we will have completed this period of school closure and all children will return to school full-time on Monday 8th March.

Thank you, most sincerely, for all of your work and support enabling your child/ren to be able to access their learning whilst at home. I know that this will have been incredibly challenging for you and I hope, above anything else, that we do not have to return to this situation again.

On return to school, all of the safety procedures remain the same as at the end of Term 2 as the guidance issued on Monday 22nd February has minimal changes for primary schools. Please find a link to it here: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf

This letter is long, I am afraid. However I would rather set all information down so that you can work your way through it and refer to it when necessary.

Returning to school

The first point to stress is that we will take it slowly for all of the children. We are aware that whilst the children completed fifteen weeks of school in Terms 1 and 2, they will have remained out of school routine for eleven weeks. The children will be familiar with staff, their classroom and their friends, which is a very different position to September, but undoubtedly they will be nervous.

All staff are fully aware of this and they will take the necessary time with the children to remind them of routines and expectations, and to support their social and emotional well-being to ensure that the return to school is comfortable and fun. The teachers will post welcome back videos for the children on their Google Classroom Stream today, outlining what to expect on return and detailing some of the activities over the first few days. We will take time to build up to a full timetable of all curriculum areas, as our key priority at this time is to settle the children in and make them feel secure in their school environment.

It remains important that communication is open and that staff can understand any concerns you may have, so please do not hesitate to get in touch. In the same way, teachers will contact you if they have any concerns.

Please know that our school nurse is also a great resource of help and can be contacted on 07872 422445.

Safety and Procedures

I have again set out for your reference, all of our safety procedures and systems. It remains vital for everyone's safety and reassurance that these are adhered to at all times. We will support the children to remember these, but they will be very familiar after a couple of days I am sure.

Please know that each of these procedures and measures has been considered carefully, and that everyone's safety remains the underlying principle in all decisions that have been made throughout this time. School staff are not being offered vaccines, which I am sure you will appreciate causes some anxiety. Therefore, your full support in all of the safety aspects is required and will be greatly appreciated.

Symptoms of Covid-19

It is important that the school is informed, as soon as possible, of a pupil having Covid-19 symptoms, and that siblings of pupils with symptoms are not sent to school. These are:

- A high temperature: any new high temperature where your child feels hot to touch on their chest or back (you do not need to measure the temperature).
- A new continuous cough: coughing a lot for more than an hour, or three or more coughing episodes in 24 hours.
- A loss of, or change in, sense of smell or taste: a noticeable loss of smell or taste or things smell and taste different to normal.

If anyone has any of the symptoms they should isolate at home, along with household members, and request a PCR test. Please can I ask that the result of a test, positive or negative, is reported to the school office as soon as it is received. If the result is negative, your child, and any siblings, can return to school immediately.

Attendance

It is mandatory for all children to return to school full-time from Monday 8th March.

We must fully understand the reason for any absence and this must be telephoned into the school office before 9.30am. Any absence not reported will be recorded as unauthorised.

Hygiene

We will continue to operate an enhanced cleaning programme, with classrooms and communal areas being cleaned on a regular basis.

Strict hand washing and sanitising routines will take place throughout the day. The children will be again taught how to wash their hands in line with NHS advice <https://www.nhs.uk/live-well/healthy-body/best-way-to-wash-your-hands/>

Hands will be washed/sanitised at least:

on arrival at school;

before playtime;

after playtime;

before lunch;

after lunch;

after having been to the toilet;

after sneezing and coughing;

after having been outside and

before going home.

All pupils will be reminded not to touch their face.

All pupils will be advised to use tissues, which are available in all classrooms. Each classroom has a pedal bin for disposal of tissues.

We will continue to promote the 'Catch it, Bin it, Kill it' safety message.

Entering school

All children should arrive between 8.40am and 8.55am and any pupil arriving after this time will be recorded as late. Both Newbridge Hill gate and Charmouth Road gate will be open for use at the start of the day and the end of the day – Reception and Year 1 children must enter via the Charmouth Road gate. The children, in most cases, will need to enter the site without parents and carers - we have seen the children doing this very successfully and will support them in doing this again.

Adults must wait, observing the 2 metre distancing rule, outside of the school gates until they are opened and are asked to wear a face covering.

Pupils must be dropped off by only one parent/carer.

Parents/Carers must not gather at the school gate and are requested to leave promptly.

Children can arrive in family groups, but immediately on entry, they will be expected, with the support of school staff, to make their way to their classrooms.

Reception children will enter their classrooms via the former lower school door, which is inside the Charmouth Road gate and right of the driveway.

Year 1 children will enter their classrooms via the pedestrian gate to the right of the school office.

Year 2 children will enter their classrooms via the pedestrian gate to the right of the school office.

Year 3 children will enter their classrooms via the ramp to the upper school front door.

Year 4 children will enter their classrooms via the steps to the upper school front door.

Year 5 children will enter their classrooms via the door at the end of the corridor of the upper school, by the After School Club area.

Year 6 children will enter their classrooms via the children's entrance at the back of the Key Stage 2 building.

Going home arrangements

The youngest child in a family determines the collection time and the appropriate gate – Newbridge Hill or Charmouth Road.

Parents/Carers must arrive at the allotted collection time, to ensure the system for the collection of all children is prompt.

The adult collecting the pupil must wait, observing the 2 metre distancing rule, outside of the school gates until they are opened.

All adults entering the school site must wear a face covering.

Parents and Carers, when outside the Charmouth Road gate and Newbridge Hill gate, are asked to wear a face covering.

At the Newbridge Hill gate, we ask that parents considerately give way to others when entering and exiting the site at collection time.

The collecting adult must file through the one way barrier system where the pupil(s) will be handed over to the collecting adult. There will be minimal face to face interaction.

Reception children, with any siblings, will be collected at 3.05pm from the Charmouth Road entrance.

Year 1 children, with any siblings, will be collected at 3.10pm from the Charmouth Road entrance.

Year 2 children, with any siblings, will be collected from the Charmouth Road entrance at 3.15pm.

Year 3 children, with any siblings, will be collected from the Charmouth Road entrance at 3.20pm.

Year 4 children, with any siblings, will be collected from the Newbridge Hill entrance at 3.05pm.

Year 5 children, with any siblings, will be collected from the Newbridge Hill entrance at 3.10pm.

Year 6 children, with any siblings, will be collected from the Newbridge Hill entrance at 3.15pm.

Adults collecting, Ladybird Class, 1R, 2T and 3KR must use the left hand lane on entry, and leave via the right hand pedestrian gate on exit.

Adults collecting Bee Class, 1K, 2G and 3OG, please use the right hand lane on entry, and leave via the left hand pedestrian gate on exit.

Pupils in Year 5 and 6 can walk home independently, however parents must impress all road safety rules.

Travelling to school

To support congestion and safety on the roads around school, we ask that wherever possible, parents/carers and pupils walk to school. We also ask that if driving, parents/carers to not double park or block the school gates. We have received more concerns recently about dangerous parking and need everyone to be considerate of others' safety.

Pupils will not be able to bring scooters or bicycles onto the school site.

Going home notification arrangements

Please can parents email the school office by 10:00am to inform staff of any alternative collection arrangements for that day.

Uniform and dress code

Full school uniform, including PE kit, is expected from 8th March. Understandably, you may have had problems purchasing items due to shop closure. Therefore, please inform the school office if this is the case. All hair longer than shoulder length must be tied back.

Children must not have dyed hair.

Children must not wear Fitbits or watches.

On Forest School days (Year 4 Tuesday - alternate weeks and Year 2 Wednesday - alternate weeks) children should come to school dressed for this activity. This will commence in the first full week and parents/carers will be notified of class dates.

On PE days children must come to school in PE kit. It is advisory on colder days for children to wear tracksuit bottoms or leggings.

Pupil possessions

Pupils should bring very limited items to school. These include and are restricted to; a waterproof coat; a lunch box if required; a filled water bottle, a hat or cap for warm days and a reading book. Pupils should not bring a pencil case, toys or have key rings hanging from their bags.

All possessions must be named and brought in the smallest bag possible.

Breakfast Club and After School Club

Breakfast Club will operate from 7:45am until the start of the school day.

After School Club will operate from when children finish their school day until 5.45pm.

However, please note that this facility should only be used to support working, seek work, undertake education or training, attend a medical appointment or address a medical need or attend a support group.

In Breakfast Club, children will sit in year group tables. In After School Club, two groups will operate with children from Year 3 to 6 in the hall and children in Reception to Year 2 in the Blue Room. It is not possible to keep pupils in their year groups, therefore hygiene, handwashing, and distancing where possible, will be prioritised.

Parents will need to collect children from the Charmouth Road entrance.

All booking must be made in advance.

Face masks and protective gloves

In line with current government guidance, pupils are not permitted to wear face masks or protective gloves. If a pupil comes to school wearing these items, they will be asked to remove them and they will be placed in a plastic bag to be taken home.

Groupings

Children will be in a year group 'bubble'. This means they will spend playtime and lunchtimes with their year group. The children will spend the remainder of their day with their class or mixing with the opposite class for some activities.

In each classroom, whenever possible, desks will be in rows and children will be front facing.

Only necessary resources will be accessible and any shared resources will be cleaned or quarantined.

Amended curriculum activities

Some PE activities may not be able to take place due to restrictions and equipment that can be used.

Music lessons will be limited due to the risk of aerosol transmission by singing indoors and the use of wind instruments.

Small group work, within the classroom or for interventions, will be minimal. The use of wider interventions is planned for Term 5.

Staggered break and lunchtimes

There will be staggered break and lunch times for each year group. The timings of these have been planned so there are not multiple classes leaving and returning to the same areas at the same time. Pupils will play in their designated area and will not mix with pupils from other year groups.

Toilets

Each class will have designated facilities. Generally, toilet visits will be timetabled, however if a pupil needs the toilet outside of this time, they will of course be allowed to go.

Routes around school

A clear plan for how all groups will enter and exit their spaces safely has been made. Children will be reminded of these.

School Meals and Packed Lunches

Lunches will be eaten in the children's own classrooms. The school's catering team will continue to provide school meals. Children should use their own water bottle for a lunchtime drink. Meals will continue to be charged at £2.60 per day for children in Years 3 to 6. Please find attached the [revised school menu](#) from 8th March. Children can bring a healthy packed lunch from home. Children must not share food.

Fruit and vegetable snacks

We understand that the government free fruit scheme will resume for Reception, Year 1 and Year 2 children. Children in Years 3 to 6 can bring their own fruit or vegetable snack from home, but must not share this.

Doors and ventilation

All doors, except fire doors, will remain open, wherever possible, to avoid use of door handles. Windows will be open to increase ventilation in all spaces. On colder days, it is advised that all pupils wear additional layers under their school uniform.

Cleaning arrangements

A cleaning schedule has been drawn up. This will take place more frequently throughout the school day and after school.

Events and gatherings

All gatherings for pupils larger than a year group size are not permitted. This will include assemblies. School meetings for parents and NPSA social events will not take place until further notice.

Visitors on site

Only visitors with essential work will be permitted onto the school site.

We will continue to have minimal face to face contact with parents and carers.

Extra-curricular clubs and peripatetic music lessons

Extra-Curricular activities are under review, with the hope that some can recommence in Term 5.

Peripatetic music lessons are also under review.

Mobile phones

Older children are allowed to bring their phones to school only to support independence in walking unaccompanied. Any phone brought to school must be placed in the class teacher's cupboard or drawer.

Medicines

Pupils who require an inhaler or Epi-Pen must bring these to school. An [indemnity form](#) must have been completed, which is available on the school website. If a child has been prescribed medication since school closure, please contact the school office by phone to discuss this with a member of staff. An indemnity form will also need to be completed.

First Aid

Each class has a first aid kit to manage minor injuries. For major injuries or vomiting, the pupil will be taken to the medical room and will be treated by a member of staff. This member of staff will wear PPE. Parents will be contacted for immediate collection when deemed necessary.

Behaviour Policy

The Behaviour Policy was amended to reflect all safety rules. A copy of this is on the school website.

Isolation areas and testing

There are designated isolation areas in the upper school and the lower school. Children who display symptoms of Covid-19 will be taken to these spaces immediately by an adult. The adult will wear PPE. Parents will be contacted for immediate collection. Isolation rooms will be cleaned after use. When a pupil displays symptoms of Covid-19, parents will be asked to book a PCR test. Parents will need to inform the school office of this result immediately.

Testing positive for Covid-19

In the event of a pupil or staff member testing positive for Covid-19, the school will take swift action and liaise with Public Health for guidance. The school will keep a record of pupils and staff in each group to establish close contact that may have taken place.

Remote Learning

If a pupil is required to isolate, or if a class, year group or the school has to close, the remote learning offer, as set out in Term 2, will be applied. Please find a copy of this attached.

Communication

Due to limited face to face communication, all queries and concerns should be emailed to the school inbox in the first instance, at newbridge_pri@bathnes.gov.uk Please be assured that staff will respond to emails and telephone calls as quickly as possible.

Contact details

Please ensure that the school office has your up to date contact details – phone number, email address, home address and emergency contact. If these have changed, please email the school inbox at newbridge_pri@bathnes.gov.uk with the subject title **Pupil Contact Details**

Risk Assessment

Our amended Risk Assessment is available on the school website

Updates for Term 4

PE days from w/c 8th March

Monday	Tuesday	Wednesday	Thursday	Friday
		Reception		
	Year 1			Year 1
Year 2			Year 2	
		Year 3		Year 3
Year 4			Year 4	
	Year 5		Year 5	
	Year 6	Year 6	Year 6	

Forest School days from w/c 8th March

Year 4 will be on a Tuesday, commencing Tuesday 9th March with 4H

Year 2 will be on a Wednesday, commencing Wednesday 10th March with 2T

Doodle English and Doodle Maths Voluntary Contributions.

Many sincere thanks for the voluntary contributions we have received towards the purchase of the Doodle applications; these are gratefully received.

The purchase of Doodle Maths for the current Reception children, for the remainder of this academic year is £3.50 per pupil. The purchase of Doodle Maths, Doodle Tables, Doodle English and Doodle Spell for all pupils in Year 1 to Year 6, for the remainder of this academic year is £5.25 per pupil.

If you wish to make a voluntary contribution, this should be through School Gateway, where an account has been activated. If you do not have a School Gateway account or have not made an electronic payment through this app before, please follow these instructions.

- In the first instance, you will need the email address and mobile number the school holds on record for you.
- Download the School Gateway from your app store (Android and iPhone) or visit the website www.schoolgateway.com
- Click on 'Sign Up' and after entering your email address and phone number, you will receive a text message with a PIN number for logging into your School Gateway account.
- When signing in, click on your child's name and then 'payments'.

Thank you in advance.

Asymptomatic testing for parents and adults in households with children at school or college

NHS Test and Trace announced earlier this week that parents and other adults in households with children at school or college, who do not have symptoms, can now access regular, rapid coronavirus (COVID-19) testing. This includes childcare and support bubbles.

There are different ways for a household, childcare or support bubble to collect their test to take at home, twice-weekly. Please follow this link for all information <https://www.gov.uk/guidance/rapid-lateral-flow-testing-for-households-and-bubbles-of-school-pupils-and-staff>

Testing is voluntary, but strongly recommended to all who are eligible.

Thank you to our community

As we complete our final week of meal deliveries, I wish to say a huge thank you to our catering team, who are currently a team of two, Jayne Robbins and Yvonne Cowley. They have been brilliant throughout the whole pandemic; meeting the needs of those in school and those at home. The care and commitment of Katherine Wellings, Katy Hancock and Louise Broom to this service has been amazing and I am so grateful that they have run this throughout this time. Again, all of our volunteer drivers have demonstrated great care for our community and have very willingly given their time over the weeks. This week, sincere thanks to Helen Lacey, Jen Stoneman, Matthew Leonard and Mahmoud Shehabeldin.

Parents' Evening

We will hold online meetings for parents on Tuesday 23rd March and Wednesday 31st March. These meetings will be to discuss how your child has returned to school, and for you to update the teacher with any relevant information. The bookings will need to be made via <https://newbridge.schoolcloud.co.uk/> and the system will be opened for bookings on Friday 12th March at 7pm.

Term dates and Inset days for the academic year 2021/2022

We will continue to follow the term dates set by B&NES Local Authority for the academic year 2021/22. You can find these at:

https://www.bathnes.gov.uk/sites/default/files/sitedocuments/Schools-and-Learning/School-Term-Dates/school_term_dates_2021-2022.pdf

The Inset (staff training) days which fall within the term dates will be:

Thursday 2nd September 2021

Tuesday 4th January 2022

Monday 28th February 2022

Friday 24th June 2022

Friday 22nd July 2022

The remaining Inset days for this academic year are:

Thursday 1st April 2021

Friday 25th June 2021

Wednesday 21st July 2021

We very much to look forward to seeing all of the children on Monday. Their commitment to their learning through Google Classroom has been superb and we are all so proud of them all.

Thank you again for your continued support.

With very best wishes

A handwritten signature in black ink, appearing to read "G. Kennaugh". The signature is written in a cursive style with a vertical line to its left.

Gill Kennaugh