



Tuesday 20th July 2021

Dear Parents/Carers,

Firstly, it is important to start with a very big thank you to everyone in our community for your endless support and understanding throughout what has been one of our hardest years. The children have been extraordinary and their resilience has shone through week after week.

So, we end the year with some uncertainty about the situation that we will face in September however, currently restrictions are being lifted and we can make adaptations to our systems and routines. We will still be implementing control measures to reduce the risk of infection transmission, such as ensuring good ventilation, promoting hand washing routines and limiting contact between year groups. Full details will be available in September.

It must be taken into consideration that full guidelines are not yet in place for the Autumn, with the last update available being from July. However, this letter will provide you with details of how we will be running our school day, out of hours provision and building/site organisation.

1) Building Re-Development

Over the Summer, Phase 2 of the Building renovation work will be taking place. The POD will no longer be the School Office/Reception, with this now moving to the front of the school. The new main entrance will be on Oxford Gardens just before the area where Grenfell Nursery are currently being housed. Classrooms are being reconfigured inside the part of the building where Key Stage 1 used to be. There will also be a new Community Room and Parent Meeting Room. All of the classrooms in the main building are moving around and the top floor is being reconfigured. Our school library will now be in the POD. We will provide you with a further update in September, but just wanted you to understand that significant changes are being implemented.

2) Timings of the school day.

Throughout this year, in line with Government guidance, we have operated staggered start and finish times. It is important here to thank you once again for all your understanding and support as we know that this has not been easy. Throughout the year we have learnt a great deal about the impact that certain changes have had on the way that our school day runs, subsequently we are going to be implementing the following changes to our school day for everyone. This new structure will be monitored on a half termly basis and reported to the Governing Body Attainment and Progress Committee.

Oxford Gardens Primary School

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Year Group	Start time	Finish Time
Incredible Years	08:40	14:50 Friday finish at 13:00
Years 2 to 6	08:30	15:00 Friday finish at 13:15

Breaks and lunch times will be organised appropriately. Morning break will be 15 minutes long, Lunch break will be 40 minutes.

We have evidence from this year, including attendance and progress data which reinforces that the children who have started their day at 08:30 have thrived. This organisation has also had a significant positive impact on behaviour and learning, and provides the best possible education offer for the children.

Start times are slightly different for Incredible Years and the rest of the school so that there is enough time for families with children in both year groups to walk around to the appropriate gate.

All children will still be receiving the same amount of teaching hours as they were before the pandemic began.

3) **Gate Allocation**

Here are the allocated gates for each year group. It should be noted that for safeguarding reasons, Parents/ Carers will not be permitted on the school site at both the beginning and end of the school day, which will include later timings for those who attend extended provision and enrichment activities. We are looking forward to welcoming Parent/Carers on site for events that they are invited in for such as: Learning Celebrations, Parent Groups, Assemblies and Community events.

Year Group	Gate Allocation
Incredible Years and Year 2 – Gnome and Year 2/3 Giant	Crowthorne Road (same gates as this year).
Years 3 - Troll	Oxford Gardens entrance shared with Grenfell Nursery.
Years 4, 5 & 6	Oxford Gardens double gates (old main entrance)

At the start of the day, children should arrive, enter the playground and go to the area where their year group are lining up. At the start of the school year there will be signs to make this easier and additional adults will be available to support the children. Incredible Years children will enter and make their way to their classrooms guided by allocated staff.

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4) **Extended School Day / Enrichment Activities**

We are delighted to be finally able to provide an extensive and exciting programme of after school provision, including School Clubs and Fit For Sport.

We will be offering a range of clubs from 3-4 from Monday to Thursday. These will initially be prioritised for the following children:

- 1) Children whose parents are working and children with an EHCP
- 2) Children whose parents are in further education

If there are spaces after this, the clubs will be opened up further to other children. We will be writing to you in the first week back with details of which clubs are on offer and how to sign up for these. There will be a small charge for the clubs.

From 4-6, Monday-Thursday Fit For Sport will be running after school provision. You will need to book your place through them for that provision and more details will be circulated shortly.

On Fridays, the learning mentors will be running sports provision for children from 1:15-3. The same prioritisation will apply; with working parents, children with EHCPs and children of parents in further education being given the opportunity to sign up first. Fit For Sport will run after school provision from 3-6 on a Friday.

Finally, we hope that you all have some kind of break this Summer and manage to enjoy precious family time. Endless thanks for everything this year, your support and commitment to the school are priceless. Thank you.

Very Best Wishes

Sarah Cooper – Head Teacher, Leila Kent and Eileen Keogan - Deputy Head Teachers.

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