



Parkfield School

Hurn
Christchurch
Dorset
BH23 6DF

Email: office@parkfield.bournemouth.sch.uk
Website: www.parkfieldschool.org
Telephone: 01202 592530
Executive Principal: Mr. Ian Golding

30th June 2020

Dear Parents/Carers,

Re: Wider re-opening of school to Year 5

I am writing to you in anticipation of a further school opening for children in Year 5. I recognise that these are not easy times for you as a parent. I hope that the measures laid out in this letter and in other recent communications, will give you the information you need to make an informed decision.

We are hoping to open for Year 5 on Monday 6th July. We have planned carefully for this provision and feel that with the new guidance we will be able to accommodate the additional class in school. It is therefore vital that you book a place now so that we know how many to cater for.

To book your child into the bubble please do so via the WisePay system. You will need to book your place on a weekly basis. Each bubble (class) will be organised into slightly larger year-based bubbles. Please see the chart below:

Bubbles (classes)	Drop off	Collection	Staff allocated	
Green Bubble Reception Year 1	8:00-8:30	3:00 2:00 on Fri	Mrs Claxton Mrs Burns Ms Da Costa Silva	Mrs Monk Mrs Richard Ms Da Costa Silva
	Side gate B Block			
Blue Bubble Year 6 – 1 Year 6 – 2 Year 6 – 3 Year 5 - 4	8.00-8.30	3.00 2.00 on Fri	Miss Dunn Mr Hotson (p/t) Mr Lloyd Mrs Courtauld Ms Mak	Miss Wilcox Miss Bray Miss Tournaire Miss Woodley
	Side Gate D Block			
Orange bubble Educare 1 Educare 2 Educare 3 Educare 4	8:00-8:30	3:15 2:15 on Fri	Mrs Hanson Mrs Summerton Mrs Zago Mrs Morland	Mr Cattani Miss Pickering Mrs Brown Miss Walton
	MPH Side Door			

Note 1: details are correct at the time of writing but may be subject to change.

So, the green bubble, has 2 class bubbles within it, the orange bubble has 3 class bubbles within it, and so on. Access to the site can be clearly seen on the site map on the next page.



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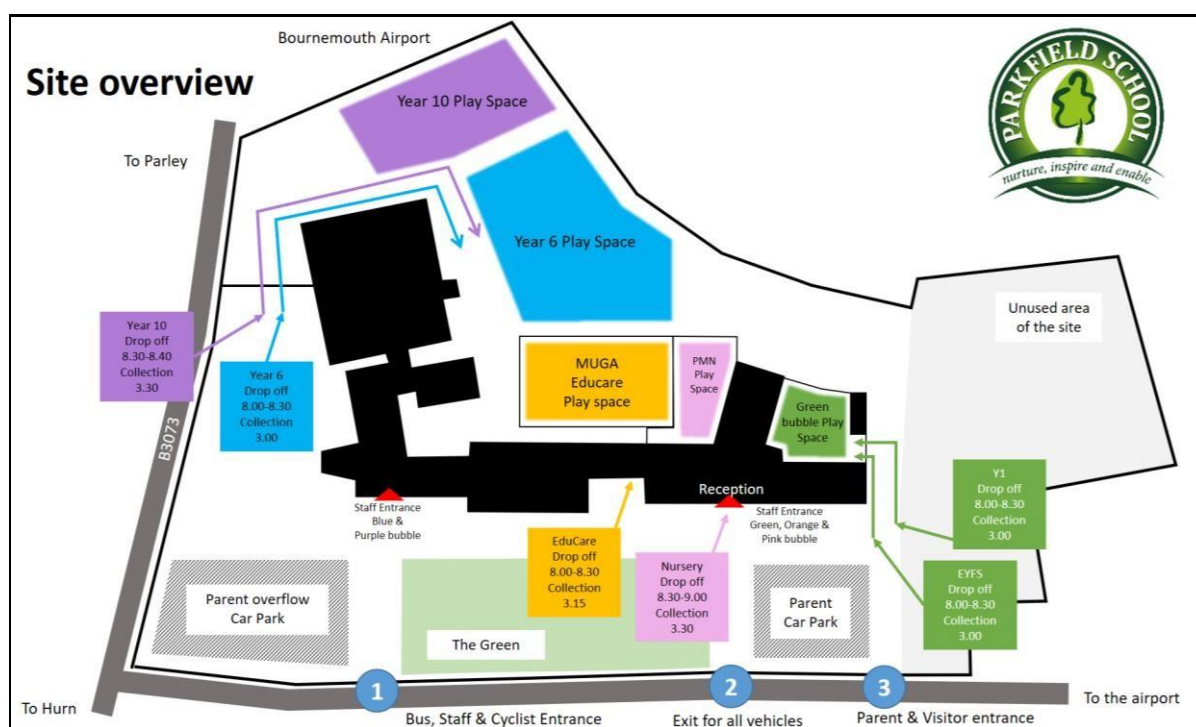
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Site Map



This map also shows the entrance for children using the Parkfield Montessori Nursery. The designated entrance for Year 10 students is also shown. Year 5 will be joining the Year 6 Blue bubble.

On arrival at school:

When you arrive at the school site, you will need to make your way to your allocated 'drop off' point. We would ask that you observe social distancing at this point and lines will be marked on the floor to assist you with this.

We will ask you or your child a couple of short health questions.

It is possible that the member of staff on duty might be wearing a respirator mask – however, if staff can maintain social distancing this will not be required.





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The Parkfield Rules & Expectations:

We want all our children to follow our normal expectations. However, we have slightly adapted our approach to take account of social distancing. The adapted expectations are:

- Adhere to social distancing expectations
- Follow hygiene routines
- Follow designated routes/pathways/one-way systems and use allocated spaces
- Be careful when sneezing or coughing
- Spitting is never allowed
- No littering of hazardous materials. Children should follow 'catch it, bin it, kill it'
- Refrain from sharing any equipment, food or drink, in class or around the school

Our (temporary) Parkfield Promises:

- Follow the social distancing rules
- Stay in your space in class.
- Stay in your designated playground area
- Wash hands regularly using the instructions
- Put any used tissues and paper towels in the bin
- Do not touch others or their belongings
- Keep your own items on your desk

Behaviour Policy Revised:

At Parkfield, we are committed to ensuring a positive approach towards all aspects of the children's learning and development. We also recognise the importance of providing a safe, happy, secure environment, particularly at this time. Our focus will always be to encourage positive attitudes to achievement, increase self-esteem, self-discipline and a sense of responsibility.

In response to COVID-19 we have adapted our behaviour policy accordingly. In the Primary area of the school, we will be continuing to use the following:

- Traffic light system to monitor behaviour in the classroom
- We will log negative behaviour and contact parents if necessary
- We may choose to use the report system if our expectations are repeatedly not met
- If a child's behaviour is putting others at risk, we will need to complete a risk assessment that might lead to the place at school being removed. This will be a very rare occurrence.



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Celebrating successes:

- Merits will be given to reward children for positive behaviour.
- Positive praise will be continually used to celebrate home learning work/achievements.
- Celebration assemblies will be held by the KS1 and KS2 Leads to acknowledge achievements in and outside of school and post cards will be sent home.

Safeguarding, supporting a child's anxiety & SEND

We will have trained safeguarding staff on site every week. Our SENCO, Mrs Monk will be teaching in the green bubble on the week B team and she will be available for discussions with parents on the alternate week. Mrs Monk will liaise with staff to ensure that all children with identified SEND needs are given appropriate support by their teachers.

We recognise that some children may well be anxious in the coming weeks. We will ensure that all staff have specific training to provide appropriate care.

First Aid:

We will have trained staff on site every week who can provide first aid. It is important for children to know that an adult administering first aid will wear full PPE equipment.

Uniform:

As one of our adjustments to the COVID-19 pandemic, at Parkfield we have temporarily adjusted the uniform policy. Students will be required to wear their own clothes and adhere to the following expectations:

- Appropriate and comfortable footwear (no sandals, flip flops etc)
- Comfortable trousers/leggings/joggers or culottes/over the knee skirt or dress
- T-shirts/blouse and jumper/cardigan/jacket. No cropped or strappy tops.
- No inappropriate logos
- All hair that is longer than shoulder length should be securely tied up
- Only stud earrings should be worn. No necklaces, bracelets or rings.
- No make-up or nail polish

Please ensure that all items are labelled to prevent others from handling your child's clothing. Staff will also be wearing more informal clothes during the remainder of the summer term.

Lunch arrangements:

Lunch will typically be eaten in the classroom. Lunch times and break times will be staggered across the day. We would ask that all children bring a packed lunch. Any child entitled to universal infant free school meals will have a packed lunch provided.



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Our approach to the curriculum:

In the first instance we will align the home learning activities to the learning we will do in school. Obviously having a child in school with their teachers, means that we will probably be able to complete extension activities to deepen learning. During this time, we will begin to assess if children have any specific gaps in their learning. We will ask children to complete assessments and use the findings to help us shape a bespoke recovery curriculum.

We anticipate that we will spend a significant amount of time working on the core curriculum and specifically the reading, writing and mathematics skills that are so essential. We will also set aside time to explore the wider curriculum whilst providing enough time for us to support your child's wellbeing.

And finally

The EduCare provision for the children of critical workers will be maintained.

It won't surprise you to know, that we have never done anything like this previously, even though some of us have been around for a long time! We will hold all these arrangements under constant review, and your feedback will be essential if this next phase of our schooling is to be successful.

Our risk assessments can be found on our website. These will provide you with an insight into the thinking that underpins all our planning.

I am sorry for the length of this letter; however, it is important that you have all the information ready for the start of school. Meeting with you at this time will be tricky, but not impossible – so do contact us if you want to discuss any of these matters further.

Kind regards

Ian Golding

Executive Principal

& Director of Secondary Education – Reach South Academy Trust