



Thursday 21<sup>st</sup> May 2020

Dear Parents and Carers,

## Summary of this letter:

- The Government's current aim is a phased re-opening from the 1<sup>st</sup> June but this is not guaranteed.
- We will initially have a **maximum capacity of 60 children**; our initial survey suggests 72 of you are considering taking up a place.
- Places in Reception, Year 1 and Year 6 can only be taken up on a full-time basis and if you choose not to take up a place now, we may not be able to offer a place before the end of term, but we will review our risk assessment weekly.
- Parents/Carers do not have to accept any place offered for their child and there will be no fines issued should Parents/Carers choose to keep their children at home.
- Children will be in groups of between 8-12 pupils depending on classroom size. None of these groups will interact with each other during the school day. Children who cannot follow guidance will be returned to home learning.
- All children will be supported and will follow the same curriculum whether they are learning at home or in school. Quality home learning provision remains a key focus for the school. The majority of children will continue to learn at home and be supported by remote learning staff.
- We need to know whether you would want to take up a school place if you were offered one by **Friday 22nd May**.
- **NB: Government and LA advice is changing daily and any detail may change at any time.**

Thank you for responding and replying to our initial parent survey last week. We have read and considered all your responses carefully, and thank you for all your additional comments.

The government has set a date of **1<sup>st</sup> June as the earliest date** when schools will reopen to children in Reception, Year 1 and Year 6. However, this date may change, and Rackham will only open to these year groups when the government's scientific tests are met.

Whilst the government has published its aspirations for this re-opening, based on the infection rate continuing to fall, it has been made clear that the ultimate decision on whether we believe it is safe to open falls with head teachers. Over the last seven weeks, the staff have been supporting key worker's children in school, in order that their parents can carry out work critical to the national effort to combat the pandemic. Looking forward, we want to expand this support, whilst ensuring we make the school a safe place for children and staff according to the social distancing guidance, as directed by the Government.

Our risk assessed **maximum capacity**, taking into account available staffing, initially will be **60 children**, which includes provision for key worker's children whom have been accessing the provision for the past 7 weeks. Following current government guidance about the return of workers, a number of our staff will continue to need to work from home; their role will be to manage the remote learning for the children who are not back at school.

We are hugely grateful to Witchford Village College who have offered us a designated learning space in their building for our Year 6 pupils. Without this offer, we would not have been able to open for Year 6 due to site limitations at Rackham. Year 6 pupils will meet at Witchford Village College every day and be collected from Witchford Village College at the end of the day. Please note that no transition events or activities will be taking place. Year 6 pupils will be using the colleges facilities only while carrying out the usual KS2 home learning curriculum.

The total number of children eligible to return to school is 121. Our initial survey suggests 72 of you are considering taking up a place. As we have insufficient spaces for all eligible pupils, it is very important that the groups are consistent and that only those who are able to commit to their Reception, Y1 and Y6 children taking up **full-time** places do so. If you choose not to take up a place now, we may not be able to offer a place before the end of term, but we will review our risk assessment weekly. We will allocate spaces to pupils in priority order as in the chart below. If we exceed our safe capacity (60), then we will not be able to open to one or more groups.

Selection Priority		Cumulative total
1	Current key worker families registered - 18 children	18
2	Other priority children – 3 additional children	21
3	Reception pupils – additional 13 pupils	34
4	Year 1 pupils- additional 17 pupils	51
5	Year 6 – additional 21 pupils	72

Each group's start date will be confirmed from the earliest date schools are permitted to open according to our risk assessment. Start dates for different year groups are likely to be staggered across three days to ensure safety in school before increasing pupil numbers. Further details about start dates, equipment, expectations and routines will be sent to families with children attending school.

Please note that provision for key worker children not in Reception, Year 1 and Year 6 will continue to be flexible with booking as is currently, on a regular basis.

In order to ensure that the school is safe we would like to clarify that if your child is in school several exceptional measures will be in place:

- They will need to be in school **full-time** unless they are ill or self-isolating as a result of another family member being ill.
- Key worker's children who are not in Reception, Y1 or Y6 will be placed in Key Worker only groups and therefore may not be grouped with children of similar ages or their own friends.
- All children will continue to follow the same curriculum as home-learning.
- Children and staff will be in 'bubbles' that do not mix during the day; pupils will be placed in bubbles by year group but it cannot be guaranteed that children will necessarily be with all their friends, siblings or their class teacher.
- The adults in each bubble will remain there and cannot be transferred to, or mix with pupils and adults in other bubbles.
- All Reception and Year 1 children will be required to bring a packed lunch to school in a disposable bag unless they prefer the school meal option. School meals will be a school packed lunch provided in a grab bag for the children to take outside with them. Unfortunately, we will not be able to provide a school packed lunch for Year 6 pupils. They should bring a packed lunch from home to WVC in a disposable bag.
- To facilitate cleaning routines, all children will be eating their packed lunches outside. No assistance can be given with packaging.
- FSM pupils will continue to receive vouchers for food shopping. These will be delivered via email as has been the case for the past 7 weeks.
- Children in all year groups will have designated desks for individual use, further information and photographs of how this will look will be sent out in due course to pupils who will be attending school.

- Children will be supported and reminded of the new distancing rules and procedures in school. Any child refusing to adhere will be sent home to return to online learning. Our behaviour policy will be altered to reflect this temporary change.
- The times of the school day will be altered to ensure staggered entry and exit from school. Children must only be accompanied by one adult from their own household. No children (including Year 6) are permitted to walk to school or walk home alone or in friendship groups.
- Children will have designated entry and exit points with marked social distancing points.

Arrival and Departure times (Monday – Thursday):

- Reception
  - Reception to arrive at 9.15 am
  - Reception collection - 2.45 pm
- Year 1
  - Year 1 to arrive at 9.00 am
  - Year 1 collection - 3.00 pm
- KS2
  - Key-worker’s children to arrive between 8:45 am and 9.15 am
  - Key-worker’s children collection - flexible until 3:15 pm
  - Year 6 to arrive at Witchford Village College between 9:00 - 9:15am
  - Year 6 collection from Witchford Village College between 3.00 and 3.15 pm

Fridays: Rackham and Witchford Village College will close to all children, including Keyworker’s children, from 1pm.

- School will close to all children at lunchtime on Fridays in order that we are able to meet our statutory requirement to provide staff with non-contact time (PPA time). It is essential that teachers have this time for planning, preparation and assessment. Teachers who are not in school but providing home learning will also have this set time for their PPA so home learning provision will look slightly different on a Friday from the point of reopening.
- Children can choose to wear school uniform or not. Clothes should be washed each day.
- Children may not bring any equipment into school apart from their packed lunch and water bottle. The water bottle must be clearly named and remain in school. We will wash and refill the water bottles in school.
- Parents/Carers should check their child’s temperature before they come on to the school site. Pupils should stay at home and parents should alert the school if it is above 38 degrees.
- Children must not be sent to school if they or anyone that they live with has any of the symptoms related to COVID-19.
- Increased hand cleaning (additional facilities and timetabled routines will be in place).
- Regular cleaning of frequently touched surfaces throughout the day and the removal of unnecessary or hard to clean objects.

If your child is in **Reception, Year 1 or Year 6**, you now need to make your decision. This is a yes/no choice.

Please do not respond to this survey if your child is in Year 2-5.

**Please submit one survey for each child.**

You must submit an application for each child you have at the school by **3pm on Friday 22nd May.**

The survey can be accessed via the link below:

<https://www.surveymonkey.co.uk/r/RackhamYesNoSurvey>

If you choose not to take up a place now, we may not be able to offer a place before the end of term, but we will review our risk assessment weekly.

The government is expected to make a firm decision about schools reopening on 28th May. If you apply for a school place, we hope to let you know during the half term if this can be provided. Places will not be confirmed until after the government have confirmed reopening will take place.

Thank you for your continued patience and understanding while we plan and prepare the safe reopening of Rackham. Our pupils are missed dearly by all staff.

Yours sincerely,

