



Shadwell Primary School
Main Street
Shadwell
Leeds
LS17 8JF



Tel: 0113 2732729

www.shadwell.leeds.sch.uk

21st May 2020

Dear Parents and Carers,

I would like to begin this letter by thanking you for the incredible support we have received from you over the last few weeks; many of you have sent communication over the last week with a positive response to my last letter, outlining my highly cautious intent to re-open school in the safest possible manner for children. Your patience in awaiting updates regarding this expectation has been greatly appreciated and I am now able to share with you my intentions for partial opening in the coming weeks.

The information within is for ALL parents in all year groups; some aspects are for your consideration.

I apologise in advance of this lengthy letter; there is lots of information to absorb due to the nature of its content. Following my previous letter, you will be aware of press and public discussion regarding the re-opening of some year groups in Primary Schools. Indeed, a statement was publically released on Tuesday afternoon by Councillor Judith Blake (Leeds City Council) which is available for you to read here:

<https://www.leeds-live.co.uk/news/leeds-news/leeds-city-council-not-expect-18278790>

Every aspect of the following has been carefully risk-assessed and I believe, only in opening school in the following way, can I fulfil all Health and Safety criteria for children and staff to keep them safe. In this way, I have minimised risk as far as I am able.

With this in mind, I propose to open school only to our Year 6 children from the week commencing 8th June 2020.

School will look very different for our Year 6 children. The following outlines the necessary measures for contamination reduction. **Of course, having considered all of the items below, it is your prerogative if you choose for your child to attend or not at this stage.**

You will receive further communication via Parent Mail, whereby you can indicate if you intend for your year 6 child to return to school on Monday 8th June. I would ask however, if you make the commitment to sending your child, that you do so **each day and ensure they arrive promptly** for the allocated time below.



Bramham Shadwell Federation
Tel: 0113 2732729, 01937 843682
Executive Head Teacher; Mrs S Richards BSc (Hons) PGCE
Executive Deputy Head Teacher: Mrs V Wilson BEd (Hons)



School re-opening for Year 6 will work in the following way:

Children will be in school to learn, therefore, I have allocated qualified teachers to groups and have ensured there is curriculum oversight and coverage.

All measures put in place meet the Government expectations and guidelines; children will be expected to stay 2 metres away from each other, classrooms have been set up to encourage this and daily protocols will be discussed with children on Monday 8th June when they will be admitted into their classroom one by one.

You will be informed by Mr Rugg if your child is in group A or Group B. Each group will be less than 15 children and groups have been allocated, based on friendship circles where possible.

School Opening Times:

- **GROUP A: 8.30am – 12.30pm**
- **GROUP B: 8.45am – 12.45pm**
- Children will **go home for lunch**. No lunches will be consumed on premises; catering staff will not be on premises.
- Throughout the Federation, all **Year 6 planning will be led by Mr Rugg** who is Shadwell Year 6 teacher and KS2 Manager. Children will be taught Maths, English and a non-core subject every day with a short break mid-morning. Mr Rugg will be in school each week for teaching oversight.
- Children may be asked to **complete some work in the afternoon at home** but school and home work **will not be marked** by the teacher as this would contravene Government contamination guidance. Children will be encouraged to mark their own work in school.
- Children have the **same teacher each day, every day**.
- Children will be in the **same group, each day, every day**. There will not be any opportunity to transition between groups, nor will there be opportunity for these groups to mix.
- Each class will have an 'Emergency Teacher', located in the next door classroom. These teachers have been allocated on a weekly rota basis and are also qualified teachers. These teachers will not interact with the group, unless there is a medical/other emergency.

Teacher for Group A	Miss Cammiss
Location for Group A	Year 5 Classroom
Teacher for Group B:	Miss Dunsmuir
Location for Group B:	Year 6 Classroom

As many of you know, school has remained open over the last eight weeks for children who have two Key Worker parents. **Childcare will continue to run for Key Worker children**. From Monday 1st June, Key Worker Childcare will be set up in both our schools; in Shadwell it will **move from the Year 3 classroom** to take place in the **YEAR 1 CLASSROOM and Foundation Stage outdoor space**. If your child is part of the Key Worker Childcare, you will receive a separate letter re. change of location and entrance/collection points.

If your child has previously attended Key Worker childcare and you would **now like for them to attend school in Year 6**, your child will **no longer be able to access Key Worker childcare**. ie. unfortunately there is not the facility for going to school until lunchtime and joining childcare in the afternoon, as this contravenes cross-contamination protocols.



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A member of Administrative staff will be on site every day. Parents will **not** be able to access the school building and **all communication with school will remain via email and telephone**. There will be signs reminding you of this on all entrances with the contact details you should use if required. Sadly, parents will not be able to talk with teachers and again, communication will remain via email.

Please note the following:

Areas outside drop-off / pick-up points will be marked with **2 metre distance markers** to help avoid congregating whilst waiting to drop-off or collect your child.

In the morning, please stand with your child and wait to be **called into the building one by one**. Only **one parent / adult** will be able to accompany their child to / from school and bringing younger children is discouraged (however I do realise this may not be a possibility for some parents).

The only items your children will need to bring in with them each day are;

- A **coat**
- A healthy **snack** and a **drink bottle** with water
- Any **medication** they might need, as medication was returned to families before closure

Specific guidance has been issued for clothing. We are asking children to **attend in uniform**. This can only be **worn once then must be machine washed**, to reduce the risk of contamination. **Clean clothes must then be worn the following day**. It has been recommended that children remove clothing as soon as they enter their home and place it straight into the washing machine to be washed, to reduce the risk of contamination.

All **stationery will be provided and allocated to each child**. Stationery will remain the property of your child whilst in school each day and must not be taken home to reduce cross-contamination. No personal items of any description will be permitted in school, including a school bag.

Before and After School Provision

Throughout this crisis period we have worked very closely with Shadwell Child Care (SCC), however at this time, **wrap-around care/breakfast and afterschool clubs will not be available** for children due to cross-contamination guidance. This will be reviewed over time and in liaison with SCC; I would like to take this opportunity to thank Mrs P. Wilson for her continuous, invaluable support and close communication throughout this period.

ALL CHILDREN:

Children not in school and home-schooling:

Half term holidays are next week for children; **work packs will resume for each year group from 1st June** and will continue to be distributed each week by email. For Year 6 who will be at school, work will be completed in class which will include daily Maths and English work, together with some other curriculum subject areas. **Children not attending the school building in Year 6 will receive the same work the children in class are being taught.**

Your child's class teacher will **continue to be available to contact by email** should you have any queries, and please continue to send in any work that your child would like to share with them. I know that teachers



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have been delighted to hear from both children and parents in recent weeks. Our Teaching Assistants will be in contact with you again via telephone in the coming weeks to provide any support that may be needed.

I am very aware that for all children, this continues to be a difficult time, where many will feel anxious and unsettled. The well-being of our pupils is of great concern for us and I would remind you that you can contact your child's teacher for support, using the email address that you have been given. Please also visit our school website for advice on supporting anxious children, under the coronavirus update tab. If you have immediate concerns about the safety of your children or children from another family, please phone the police on 999 so that they can do an emergency welfare check.

Thank you again for your cooperation and understanding at this time. Please always feel reassured that I will always only ever have our children's wellbeing, health and safety at the heart of my decision-making; I am not prepared to take risks with our children.

I am certain some of you may feel disappointed at this stage as we are not currently able to manage the safe intake of any other year groups back in to school.

All that is outlined above will be reviewed and revised upon its success and upon receipt of local and national guidance and advice. This has been a mammoth task however I believe it is the right decision at this time for our children. You have worked really hard I know, to continue at home – some of you, like myself and my colleagues, with full time responsibility for your place of work; this is not an easy task whilst children are at home. Ideally, we would love for all our children to return – education is what we as teachers live for – however please do be reassured that whatever you as parents, are doing and managing to complete with your children at home **is enough**; we can only do our best as parents and I as Head Teacher, will ensure that once the children return to school, they will receive a curriculum which will fill in any gaps missed throughout this period; one which re-engages their inspiration for learning at school and one which means they will not fall behind over time.

Our children are precious; we must protect them and with this in mind, I thank you for understanding the decisions I have made at this time.

Yours sincerely,

Sarah Richards
Executive Head Teacher
Bramham Shadwell Federation
'Excellence for All'



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