



Shadwell Primary School
Main Street
Shadwell
Leeds
LS17 8JF



Tel: 0113 2732729

www.shadwell.leeds.sch.uk

15th June 2020

Dear Parents and Carers,

As we approach our first week of lessons being available online for our children, following a Full Governors' meeting and Year 6/SLT de-brief on Friday, I was thrilled at the success of our Year 6 children's return to school. All of the children were very sensible and it was absolutely brilliant to have them back in school, where they had a wonderful week with their teachers and friends. Although extensive and rigorous, our Risk Assessment and protocols were highly effective and both staff and children were able to follow all of the guidance set within.

I have written on several occasions with the reassurance that I will always place the wellbeing and safety of our children at the very centre of my decision-making and that all elements of a gradual re-opening were subject to evaluation at each stage; many thanks to those who have supported me in this approach.

With this in mind, I am very happy to be able to propose school opening to our Year 1 children from the week commencing Monday 22nd June 2020.

I additionally wish to propose that we expand our School Provision for Key Workers (from one room) to two rooms. This means that there are some places available, should you wish to request a place; this will be done on a first-come-first-served basis.

I am sorry for the time it has taken for me to get to this point in informing you definitively however, at this stage now, we will sadly **not be able to open before the summer holiday for Reception or Years 2 – 5 children**, because there is no more available accommodation or capacity within the building to do this safely.

School will look very different for our Year 1 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 tomorrow morning, whereby you can indicate if you intend for your Year 1 child to return to school on Monday 22nd June (enc. Medical information also). This must be returned by Wednesday lunchtime please. 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.

School re-opening for Year 1 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 by our current Year 1 teachers.



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



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 22nd June when they will be admitted into their classroom one by one.

You will be informed by Mrs Barratt on Thursday morning 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. **Children can bring TWO SNACKS to eat throughout the morning (see below).**
- Throughout the Federation, all Year 1 Children will be taught Maths, English and a non-core subject every day with a short break mid-morning. Our Year 1 teachers will be planning for all teachers.
- 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 year group will have an ‘Emergency Teacher’, located in school. 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.
- You may also like to know that, to comply with the Risk Assessment, each group of children will be allocated one set of toilets to share and will be allowed in, one at a time.

| | | |
|-----------------------|------------------|-----------------------------|
| Teacher for group A | Miss Ings | NOTE: |
| Location for Group A | Year 5 Classroom | Girls’ ground floor toilets |
| | | |
| Teacher for Group B: | Mrs Barratt | NOTE: |
| Location for Group B: | Year 3 Classroom | Boys’ ground floor toilets |

As many of you know, school has remained open over the last twelve 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 has been set up in both our schools in the **YEAR 1 CLASSROOM and Foundation Stage outdoor space**. If your child is part of the Key Worker Childcare and you would **now like for them to attend school in Year 1**, 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.

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.



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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** (no bag)
- Two healthy **snacks** and a **drink bottle** with water
- Necessary **medication** as no medication is kept on site

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 other items will be permitted.

N.B. You will be sent more information on Thursday afternoon re. where to bring your child into school and where to collect.

Before and After School Provision

Throughout this crisis period, we have worked very closely with Shadwell Child Care however at this time, unfortunately **wrap-around care/breakfast and afterschool clubs will not be available** for children due to cross-contamination guidance.

ALL CHILDREN:

Children not in school and home-schooling:

As shared last week, the following provision (along with ongoing work packs) is available for all children who do not have access to learning in the school building:

| Who? | When? | What? | | Staff? | How? |
|------------------|--|---|--|---|--|
| Whole Federation | Twice a week assembly Tuesday Thursday | Story + moral (follow Assembly plan) | | Mrs Kirby Mrs Hall (one each: all children access 2 assemblies) | Recorded and Uploaded Posted for access via website |
| Each Class | Recorded lesson | Maths – number work | | Class Teacher | Recorded and Uploaded |



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|--------------|--|---|--|---------------------|-------------------------------|
| | Recorded lesson (see timetable below) | English – recorded book analysis Story + follow up questions (sent in the pack at start of the week) to be completed once story is over | | | Posted for access via website |
| Each Class | Daily | Email Daily thought / challenge / task / communication | | Class Teacher | Via class email |
| Reception | Daily | Phonics lesson | | Class Teacher | Tapestry |
| All Children | Weekly and ongoing throughout week | Examples: Cookery lessons / art challenge / handwriting practice / key worker chats with children / creative time / PSHE/thought for the day/news-related / dance etc. | | Teaching Assistants | Recorded and Uploaded |

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.

We of course await ongoing Governmental announcements re. school proposals or changes; I will write to you in a timely fashion should there be any further changes which may implicate your child.

We really do have a wonderful school, team, staff, parental body and completely amazing children! Please continue to be reassured that I will stand by everything I write; although it takes patience and conscientious consideration, I will sensibly and cautiously lead us to a successful return for all children in time and will continue to have the children, their well-being and safety at the core of all decisions made; thank you once again for your understanding and support in this way.

Yours sincerely,

Sarah Richards

Executive Head Teacher

Bramham Shadwell Federation

Excellence for All



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