



01/03/2021

Dear Parents and Carers,

We are very much looking forward to welcoming all our children back into school on Monday 8<sup>th</sup> March 2021.

Once again, following current guidelines we have put procedures in place that will keep the school staff, children and parents as safe as possible but still provide the children with a full curriculum where they can learn, play and have fun. For us to achieve this we have reassessed our risk assessment and updated our plans. We are continuing with the staggered the start and end of the school day, lunchtime and playtimes.

### **Organisation**

All children will still be taught in single form class bubbles as they were from September and the class bubbles will not mix. We will also continue to restrict the movement of children around school and maintain our current approach to keeping the school clean and sanitized.

**The information below remains the same as it was before Christmas but please read it carefully to refresh your memory.**

### **Drop off and collection routine for all children**

- We will still be operating a one-way system onto and off the yard.
- The school playground gates will open at 8.45am.
- only one adult per family can bring their child/children onto the school grounds.
- The bottom KS1 gate will be the way onto the school yard for YR Y1 Y2 Y3.
- At the top of Dean Street through the side gate will be the way onto the KS2 yard for Y4 Y5 Y6.
- The top KS2 gate on to the path will be the exit off the school yard.
- Once in the yard, parents will be responsible for social distancing themselves and their children.
- Children are not to run round or play before or after school on the yard or on the equipment.
- When they arrive they must go to the allocated area for their class to line up and meet their class teacher.
- If you are late for your designated starting time or collection time and the door is closed you must come to the main entrance to drop off or pick up your child.
- Unfortunately, until further notice, parents will still not be allowed to access the school building.
- If you have a message about your child or need to update any details, please ring the school office and we will pass on the information.



**REMINDER**

**Reception Class**

<b>Enter school in the morning</b>	9.00am	EYFS play area bottom gate then via Reception class external door
<b>Collection after school</b>	3.30pm	Reception class external door then EYFS play area bottom gate

**Year 1 Class**

<b>Enter school in the morning</b>	8.50am	EYFS play area top gate then via Year 1 class external door
<b>Collection after school</b>	3.20pm	Year 1 class external door then EYFS play area top gate

**Year 2 Class**

<b>Enter school in the morning</b>	8.50am	KS1 main door – line up on the feet markings
<b>Collection after school</b>	3.20pm	KS1 main door

**Year 3 Class**

<b>Enter school in the morning</b>	9.00am	Line up along the field side of the KS2 yard then through KS2 door
<b>Collection after school</b>	3.30pm	Exit through KS2 door

**Year 4 Class**

<b>Enter school in the morning</b>	9.00am	Enter KS2 play ground off the top side of Dean Street, line up where the shelter is on the yard then through KS2 door
<b>Collection after school</b>	3.30pm	Exit through KS2 door

**Year 5 Class**

<b>Enter school in the morning</b>	8.50am	Enter KS2 play ground off the top side of Dean Street, line up in front of the wooden play equipment then through KS2 door
<b>Collection after school</b>	3.20pm	Exit through KS2 door

**Year 6 Class**

<b>Enter school in the morning</b>	8.50am	Enter KS2 play ground off the top side of Dean Street, line up along the floor markings then through KS2 door
<b>Collection after school</b>	3.20pm	Exit through KS2 door

**School Meals**

For the children on Universal School Meals (YR, Y1 and Y2) and the children on free school meals, they will receive a school lunch.

For the children in KS2 (Y3, 4, 5 and 6) they will have a choice of a school lunch or a packed lunch from home, as they did previously. They must decide on the first day (Monday 8<sup>th</sup> March) which lunch they are having and then not change for the half term. The school dinner menu and the choices that the school dinner children have already made will remain the same.



### **School Uniform**

All children will be expected to wear full school uniform and black school shoes (**NO** tall boots or ankle boots and **NO** trainers).

All children will need a school coat.

The guidelines state we can resume PE lessons. Therefore, each child will need to bring their PE kit in to school and this will stay on their peg as normal. PE lessons will be held outside (weather permitting) so children will need outdoor kit too.

**Please check the school uniform list attached.**

Children will also need to bring their own, named water bottle and this will be kept with them in the classroom.

### **Before and After School Club**

Due to Government guidance we will continue to keep each year group bubbles sat together. Therefore, we will continue to use the seven areas set up for the children in the dining hall – parents need to be aware that these areas are in the same spaces (the dining hall and KS2 hall). This provision will be open from 7.30am – 8.50/9.00am then 3.30pm – 5.30pm and will be charged at the normal rate. Where possible we are asking parents to book the sessions they need in advance.

All children are expected to attend school, parents have a duty to ensure their children are in school each day and arrive on time. If you have any concerns around your child's attendance in school after Monday 8th March, please contact school so we are able to discuss this.

### **IPad/Laptop**

If you borrowed a school IPad/laptop and charging lead during lockdown, please return it to the school office on Monday 8th March. Any damage must be reported to the school office at this time.

### **COVID**

- We will continue to follow the most up to date guidelines.
- All staff will continue to take twice weekly Lateral Flow Tests at home.
- Pupils and staff will be reminded, where possible, to social distance.
- All parents and carers will socially distance themselves on the school yard.
- Handwashing will be an important part of our routine in school.
- If your child is unwell but not showing symptoms of COVID-19 we would ask that you not send your child in to school until you have contacted the office to discuss this.
- If any child has symptoms of COVID then the child cannot come into school and must have a PCR test at a COVID test centre as soon as possible.
- If a family member has symptoms of COVID then the child cannot come into school until the family member has been tested and received the result.



- Positive tests must be reported to school as soon as possible.
- If children or staff come into contact with someone who tests positive for COVID (or has symptoms) they will need to self-isolate for 10 days - this means, we may have bubble closures and require children to take part in remote learning.

Finally - we appreciate that this has been a very challenging time for everyone and I would like to take this opportunity to thank all families for their support during this lockdown. The children who have been in school have been fabulous! Their hard work, amazing behaviour and great attitude towards a challenging situation has made us all very proud.

For all the children (and parents) who have been remote learning (and working from home) we have been so impressed with your dedication and resilience - you are all "Seesaw Stars!"

I would also like to take this opportunity to thank the Trawden staff team, each and every one of them has risen to the challenge and changed the way they work to ensure that our children get the very best education - they have done this at a moment's notice and in such a positive and professional way.

Thank you for your support and understanding over the last few months. We look forward to everyone starting back on Monday 8<sup>th</sup> March, but if you have any questions or concerns please do not hesitate to email or ring the school office.

Yours sincerely

*L Stinchon*

Mrs L Stinchon  
Headteacher

**Y** This is the area where each year group will line up in a morning.

**Y5 and Y6 enter through the side gate off Dean Street at 8.50am and finish at 3.20pm.**

**Y4 enter at 9.00am and finish at 3.30pm**

**All exit via the gate at the top of KS2 yard.**

**Y1 and Y2 enter through the bottom gate at 8.50am and finish at 3.20pm.**

**EYFS and Y3 enter at 9.00am and finish at 3.30pm.**

**All exit via the gate at the top of KS2 yard.**

