



## **Wallace Fields Junior School**

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Dear Year 6 Parents/Carers and Children,

We would like to thank all parents for your ongoing commitment to supporting the children at home and for your positive and encouraging emails, as teachers have been working hard to ensure tasks for the children and have been engaging with them fully online. Can we also take this opportunity to commend parents on your unrelenting efforts, ensuring learning has continued in all its forms in the home environment. Thanks must also go to our great staff team who have encouraged home learning, sorted out the free school meals voucher system, replied to parent emails and provided key worker child care throughout the closure including all holiday periods. This is all whilst managing their own families and the pressures of coping with the effect of covid-19 on their own lives.

### **What plans are there for the potential return of Year 6 pupils?**

We are pleased to be writing to you about the plans to extend the partial opening of the school in line with Government guidelines from the 2<sup>nd</sup> June 2020. The 1<sup>st</sup> June 2020 remains an INSET day for preparation for the return of Year 6. The Government have stated that this will only happen if the rate of infection is decreasing and that the 5 tests that the Prime Minister has set are met at that date. Therefore the plans outlined below are subject to changes subsequently given to us by the Government.

We are now busy planning the reopening for Year 6 and putting measures in place in line with Government guidance to enable this to happen. We hope that these measures keep us all as safe as possible and you can be reassured that our staff team will continue to try their best to do this. We ask you to support your children in preparing for the new processes and expectations outlined below, in order to reduce risks of transmission of the virus.

### **How will it work and under what conditions?**

In line with Government instruction, provision will be extended to include Year 6. We will continue provision, as usual, for vulnerable children and those from families of key workers.

Reopening Provision and Expectations (please see leaflet for further key guidance):

- Children will be in groups of 10 - 15 that are fixed and organised at the discretion of the class teacher.
- These groups will be fixed for the whole period and will not mix at any time.
- Children will play in these groups and eat lunch in these groups.
- Staffing of these groups will be as consistent as possible with allocated adults to the group.
- Children will not necessarily be taught by their class teacher or in their usual classroom.
- Children may be taught by another member of staff who does not have qualified teacher status i.e. HLTA, TA.
- Children will have staggered start and finish times and these will differ for each group.
- Children can only bring essential items into school which should not be shared with any other child.
- Timings must be adhered to at all times.
- The groups are decided by the school teachers and non-negotiable with parents or children.
- We cannot guarantee 2 metre distancing in the groups but will enforce it as much as possible.
- We cannot guarantee 2 metre distancing in the rest of the school but will encourage it.



- Parents and their children will have to follow our one-way drop off and collection system and there will be no contact with the class teacher or teaching adults (please email or phone for any important messages).
- Parents must not congregate and must maintain a 2 metre distance from others at all times. This includes while queuing for your child's entry to the school and whilst waiting for your child at the end of the day.
- No visitors, including parents, are permitted into the school building for any reason (this includes the school office).
- Children will arrive and leave at the front gate only to ensure safeguarding & staffing.
- Communication is to be limited to telephone calls and emails.
- Staff will only be required to wear PPE when administering first aid.
- Children will not mix at break or lunch time apart from amongst their set group.
- Curriculum provision will not be the full National Curriculum and may be impacted by staffing and resources.
- Teachers will continue to set online activities for those Year 6 not attending school, though monitoring will be reduced. I.T access in school will be limited due to covid-19 restrictions.
- There will be no additional activities – assemblies, sports day, clubs etc.
- Key worker children from groups other than Year 6 will continue to attend.
- Children with covid-19 symptoms must not attend school.
- If a child or staff member within a group becomes unwell with symptoms of covid-19, they will be sent home immediately to self-isolate; we ask that they complete a covid-19 test and advise the school of the result immediately, in order that the spread of the virus can be limited.
- In the event of a positive test result being received, the rest of that group will be sent home and advised to self-isolate. We refer you to Government guidance for other household members.
- All parents must be vigilant and keep their child off school if they, or a member of their household, display any symptoms of illness. If this is the case, the school must be informed immediately and kept up to date on the outcome of the covid-19 test result.
- All parents must ensure we have up to date contact details for at least two adults that we can contact at short notice (please email the school office if your mobile numbers have changed).
- We will attempt to continue online learning for other year groups but this will be impacted by staff being needed to teach school groups or as a result of any illness.
- After school provision will not be available as demand is insufficient and the running of Club Vale is not viable. Alternative, independent care will need to be sought by the parents.
- Our full risk assessment for covid-19, based on the Surrey model, will be available on our school website by the end of next week, within the policies section if you wish to view more detail.
- These arrangements could change drastically depending on government directives and school staffing capacity.

### **Is the school following government guidelines?**

These procedures are being put in place to protect staff and children and reduce the risk of transmission. Whilst these protocols may seem rather rigid, they are in line with Government guidance.

### **Will I be fined if I do not send my Year 6 child into school?**

We hope that in providing this detail you are able to make a decision as to whether you wish your child to return to school, safe in the knowledge that the Government have stated that you will not be fined for non-attendance at this time.

### **How do I express my interest for a place within this Year 6 provision?**

In order to help us plan, please complete the attached questionnaire (Year 6 only) before 4pm on Thursday 21<sup>st</sup> May 2020.

If you are a parent of a child in another year group and now require key worker provision please email the office directly by email and we will be in contact to discuss provision.



Once we have clarity on the number of children planning to return to school, we will write to those parents with the details, timings and the group your child will be in should they fit the criteria.

### What are other schools doing?

Finally we would like to acknowledge that whilst the guidance states that schools should reopen from 1<sup>st</sup> June 2020 at the earliest, we are acutely aware that other schools, including those in our locality, have very varied buildings and staffing levels. This means that their reopening may be very different to ours in its accommodating of pupil numbers. Please do not compare schools against one another - we have had numerous conversations with other Surrey headteachers and understand that they are making the best decisions they can for their school.

Yours sincerely

Mr Lee  
Headteacher

Mr Mollet  
Chair of Governors

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### SURVEY for Year 6 Provision: Deadline 4pm Thursday 22<sup>nd</sup> May 2020

Survey Question (if you have more than one child please complete a separate survey for each child)  
Please complete and email to [office1@wallacefields-jun.surrey.sch.uk](mailto:office1@wallacefields-jun.surrey.sch.uk)

**Pupil Name:** \_\_\_\_\_ **Year group: 6** **Class:** \_\_\_\_

Please indicate if you intend to send your child back to school on 2<sup>nd</sup> June 2020

Yes  
No

School Lunches will be provided by our school catering team in line with government guidance. Meals will be cold (no hot option) and provided via disposable containers and cutlery. If your child has not previously used a school lunch option, please ensure you inform us of all dietary requirements.

Do you wish your child to take up the school lunch option?

Yes  
No

- Once your child has been allocated a group, they will be expected to attend every school day unless there is a need to self-isolate. Details of their groups and times will follow.
- Please contact the office to email any absence as usual if they are expected in school.
- Parents who choose not to send their children to school once the groups have been decided, will need to apply for deferred placement in school. The groups will be carefully balanced and allocated to classrooms and so drop-in is not possible. There may be a delay in the allocation of your child's placement.

Similarly if you choose to remove your child from school, please formally email the school and this may free up a place for another child waiting

