



Friday 28th August 2020

Dear parents/carers

I hope you and your family are well and have enjoyed a relaxing summer despite the current circumstances. We cannot wait to have all of our pupils back in September and I am writing to share details of our plans. Next week, the staff will be in school for training and to make sure our school site is ready for the children to return. A great deal of work has taken place throughout the summer to make our school as safe as it can be for our pupils and staff when they all return.

When will my child start school?

- School will reopen on **Tuesday 8th September 2020** for children in Year 1 to Year 6.
- Children in Nursery and Reception will have a staggered start from **Tuesday 8th September 2020 to Friday 11th September 2020**. If your child is in these year groups, you have been emailed a start date for your child separately.

If your child has received clinical and/ or advice from Public Health England that they should not attend school, please let us know as soon as possible by emailing info@arkbentworth.org. If there is any other reason your child will not be attending school on their start date, please email info@arkbentworth.org.

You **should not** send your child to school if they are unwell. If your child has had a positive coronavirus test or any of the following symptoms in the last 10 days please contact the school and keep them at home:

- **High temperature** – this means feeling hot to touch on your chest or back
- **New, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours
- **Loss or change to your sense of smell or taste** – this newly added symptom means noticing not smelling or tasting anything, or if things smell or taste different to normal

If anyone in your household has had a positive coronavirus test or the above symptoms in the last 14 days please contact the school and keep your child at home. If your child develops these symptoms in school, you will be notified and will need to immediately collect your child from school. We ask you organise a test for your child, or anyone in your household, in the event that they develop coronavirus symptoms, and notify us immediately. A positive test will ensure rapid action to protect other children and staff in our school. Attached is the school process if there is a suspected case of coronavirus.

Bubbles

Children will be placed in class 'bubbles' with a maximum of 30 children per class. Children will spend the majority of their day in their class bubble, but may have some contact with one other bubble. The contact with the second bubble will allow for things such as interventions, phonics lessons and specialist teaching to take place. The following classes will be paired into what we are calling 'double bubbles':



- Nursery and Reception
- Year 1 and Year 2
- Year 3 and 4
- Year 5 and 6

Adults in the school will be assigned to only one 'double bubble' to minimise contacts and mixing. Within the bubbles, children and adults will not socially distance but they will be encouraged to minimise contact, e.g. not touching each other, limiting shared equipment, desks facing forward etc.

Breaks and Lunchtimes

We will have a staggered lunch and break times for the 'double bubbles' and each class bubble will be encouraged to stay in their own zoned area in our playground and dining hall. We will return to hot lunch service. Lunch will be served in takeaway containers with disposable cutlery. Our younger pupils will eat in our school hall (Nursery, Reception, Year 1 and 2) and our older pupils will eat in their classrooms at their assigned desk. You can send your child in with a packed lunch from home in a lunch box – their lunch no longer needs to be in disposable packaging.

Hygiene and cleaning

Hand sanitiser will be available in every classroom and pupils and staff will be expected to hand sanitise whenever they enter or exit a classroom. Additionally, all staff and pupils will wash their hands with soap and water on arrival at school, before eating and following play. Hand washing facilities have been installed around the building to support with this. There are two new external hand washing troughs both in the front and back playground. Hand washing sinks have been installed outside the Nursery, Reception and Year 2 classrooms. The school will have enhanced cleaning arrangements including a day janitor. Frequently touched surfaces, items and toilets will be subject to a strict cleaning rota.

Children will be assigned their own pack of pencils, exercise books and resources and this will be kept in their own lidded tray.

Pick up and drop off

We will have two gates in operation for pick up and drop off. The main school gate will be used by pupils in Year 1 to Year 6. Our second gate, located across from the nursery classroom, will be used by Nursery and Reception pupils only.

We are offering an extended pick up and drop off window to avoid crowding and to support social distancing. Drop off will be from 8.30-9am. Children arriving between 8.30-8.45 will be offered a breakfast bagel to eat in their classrooms. Pick up will be from 3.30-3.45. We will not be running after school clubs or extended school provision in the first half of the autumn term and hope to start this again later in the year.

In the mornings, children in Year 1 to 6 will be dropped at the main gate. Children must be escorted to the gate with an adult however the adult will not be admitted into the school. If you also have younger children we recommend you drop the older children off first. Children in Nursery and Reception will enter through our second gate with one parent/carer. Children in Nursery and Reception will be able to say goodbye to their parent/carer from the playground in front of the nursery. There will be a one-way system in operation.



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In the afternoons, children in Nursery and Reception can be collected from where they were dropped off. Children in Year 1 and 2 will be collected from their classrooms in the back playground. Children in Year 3, 4, 5 and 6 will be lined up in the back playground and will also be collected from here. There will be a one way system in operation for pick up from the main school gate. Videos will be shared next week so you and your child can see the new routines.

Uniform

Pupils are expected to wear a clean uniform every day. On Tuesdays and Thursdays all pupils will wear PE kit and on these days their daily PE lessons will be held outside (where possible). We expect all pupils to wear their full school uniform, including school shoes and ties. On Monday, Wednesday and Friday children in Year 5 and 6 should also wear their blazers. Children will be able to bring in school bags, book bags, lunchboxes, water bottles and coats once more and these will be kept in class bubbles.

Uniform can be ordered through WisePay and collected on Friday 4th September. If you do not have a password for WisePay please email info@arkbentworth.org.

Face Masks

Face coverings are not recommended for primary school pupils. If you would like to discuss the option of your child wearing a mask in school, please email info@arkbentworth.org.

Our number one priority will be to make sure children are well supported and enjoy returning to school. Please do let us know if you think your child might need some extra support when returning to school.

Next week we will send videos for you and your child to support with the updated drop off and pick up arrangements and routines. We will also send further details for the school day.

Thank you for your patience and support during this unprecedented time. I am very much looking forward to seeing you and our pupils very soon.

With best wishes

Karinne Faddy
Head of School



The process:

What happens if a child or staff member shows symptoms of the Coronavirus (COVID-19).

