

High Littleton C. of E. Primary School, High Littleton, Bristol BS39 6HF

Part of the Midsomer Norton Schools Partnership

Tel: 01761 470622 Fax: 01761 472800

Email: office@highlittletonschool.com

Web: www.highlittletonschool.com

Head Teacher: Mr Gareth Griffith



Friday 10th July 2020

Dear Parents/Carers,

It is vitally important that you read this letter thoroughly and ensure that you keep a copy for your records

Arrangements for September 2020

This letter is to confirm the school's arrangements for the beginning of the new academic year. This follows the guidance which the government released last week with their intention that schools will fully re-open from September to all children.

A copy of our Covid-19 Risk Assessment is available on our website www.highlittletonschool.com for your information.

Summer Holiday

School will be closed during the summer holiday for **all children**.

Measure to mitigate the risk of spreading the virus

Below is a list of procedures which we will follow at school to **reduce** the risk of spreading the virus. We **cannot** entirely eliminate the risk and have used a risk-benefit approach when making our decisions.

- The school will continue to operate in *bubbles* - however these will now be *class bubbles*
- Children will be in their classroom with their class teacher
- Children will sit in rows, facing the teacher (except for Owl Class as they will be following the Early Years curriculum)
- Children will remain in these *bubbles* throughout each school day and until further notice
- Children in these *bubbles* will only mix with children in their group
- Children will have some access to the usual school equipment and toys
- Children will be given a pack of individual resources which only they will use
- Children will have staggered playtimes within their *bubbles*
- Children will have their lunch with their *bubble* in class and not in the dining hall
- Children will stay in designated areas and the site will be demarcated with markings, barriers and signage
- Parents will not be able to congregate in the carpark or speak to teachers at the gate
- Parent and carer face to face contact with staff will be minimal
- Children's start and finish times will be staggered



"Love each other as I have loved you." John 15:12

- Social distancing will be promoted at all times whenever possible; inside the building, the classroom and outside.
- Collective worship and class assemblies will take place remotely
- Cleaning will be increased with regular wipe downs of tables, handles, toys
- Regular hand washing will be implemented
- PPE should not generally be worn in schools by staff or children according to the advice of the Government. We do have supplies of PPE available for staff and they may choose to use this in certain situations to protect your child and themselves. In most cases, because of the arrangements that have been made, this will not be necessary

Attendance

Attendance will be mandatory from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply (DfE, July 2020)

I understand that some children and parents will be anxious and I would ask that you contact the school as soon as possible so that we can find ways to provide support.

Tuesday 1st and Wednesday 2nd September

These two dates are INSET days and therefore the school will be closed to children.

Thursday 3rd September

Please find below our staggered timetable. This will also be available on our website. This highlights at which time your child will need to arrive and at which time they will need to be picked up.

Class	Cohort	Number	Staffing	Arrival	Breaktime (Outdoor) 15 mins <small>*Alternate Area each week **minimum 2 staff to cover a duty</small>	Lunchtime (Indoor/ Outdoor) 30+30 mins <small>*Alternate Area each week</small>	Afternoon (Outdoor) 15 mins <small>**minimum 2 staff to cover a duty</small>	Departure
Owl	YR	28	Mrs Payne/ Miss Angel	8:30	10:00-10:15	11:30 12:00	13:45	15:00
Hedgehog	Year 1/2	30	Miss Wheeler	8:35	10:00-10:15	11:30 12:00	14:00	15:05
Fox	Year 2/3	30	Miss Cunningham	8:40	10:20-10:35	12:00 12:30	14:15	15:10
Badger	Year 3/4	32	Mrs Bailey/ Ms Tunstall	8:45	10:20-10:35	12:00 12:30	None	15:15
Otter	Year 4/5	32	Mrs Woods/ Mrs Richardson	8:50	10:40-10:55	12:30 13:00	None	15:20
Deer	Year 6	25	Mr Gunning	8:55	10:40-10:55	12:30 13:00	None	15:25

If you have more than one child, please can I ask you to arrive at the time allocated for your youngest child as this will mean that they will not miss out on any learning.



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Reception Children

Please note that start and finish times for children in Reception are different from the original times that were sent to you in June.

On arrival at school, you will be directed through the small entrance opposite the church and next to Church Farm. You will then walk directly past the main office towards the car park. You will see that we have marked out a series of white lines at a 2m distance. You can line up with your child until your child is asked to come into school by a member of staff. **I cannot emphasise enough how important it is that you and your child stick to the allocated time slot for your child's bubble.**

Home Learning

As there will be an expectation that all children will attend school from September, we will no longer be providing any home learning as we have done since lockdown. Homework will continue to be set as normal.

Behaviour

At High Littleton Church of England Primary School we have high expectations of behaviour. We will be talking to the children about their conduct from September and outlining what is expected of them. We do not envisage any issues, however; we would appreciate your continued support in ensuring that excellence of behaviour is maintained.

Breakfast Club

We will begin Breakfast Club on Monday 8th September from 7:40am. Bookings can be made on ParentPay now. Further details will be sent out in September.

After School Clubs

At present, it is our intention to begin extracurricular activities during Term 1. This will include teacher led clubs as well as sports coach clubs. The clubs' letter will be sent out early in September.

School Uniform

Children will be expected to wear the usual school uniform each day (the expectations are on the school's website). There are no additional cleaning requirements expected due to the virus. The school's usual high standards of uniform are expected and this includes sensible black shoes. No jewelry, nail varnish or wristbands are allowed.

School Meals

The option to purchase a hot school dinner will be available to you from September using Parent Pay. However, we will not be using the Church Hall for lunchtimes. Children will continue to have lunch in their *class bubbles*. Universal Infant Free School Meals (UIFSM) will be available to all children in Reception, Year 1 and Year 2 as well as those children in Key Stage 2 who are to receive Free School Meals (FSM).

Visitors

The Government has said it is acceptable to have visitors on school premises if they are professionals supporting children in their well-being or education. For example, social workers, educational psychologists, school nurse service, play therapy, etc. However, we are aiming to reduce the number of non-essential visitors. Therefore, can I please ask that all parents/carers avoid visiting school if at all possible. Please ring or email with any queries or issues you might have.



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Hand washing

Keeping hands clean is one of the most important ways of preventing the spread of Covid-19. Children and adults will be expected to wash their hands or use sanitiser on entry to school in the morning and at other regular points during the day – break times and lunchtimes for example.

If your child has an allergy to hand sanitiser or soap, they are more than welcome to bring in their own. Please ensure that your child has washed their hands thoroughly before coming to school.

NHS Test and Trace

Parents/carers will need to be ready and willing to:

- book a test if they are displaying symptoms. Children **must not** come into school if they have symptoms, and **must** be sent home to self-isolate if they develop them in school
- All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit
- provide details of anyone they have been in close contact with if they were to test positive for COVID-19 or if asked by NHS Test & Trace
- self-isolate if they have been in close contact with someone who develops COVID-19 symptoms or someone who tests positive for COVID-19

We will ask parents/carers to inform us immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- if someone tests positive, they should follow the [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#) and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household **should** continue self-isolating for the full 14 days.

Parents’ Evenings

Our Autumn Parents’ Evenings will take place remotely this year to avoid large gatherings within the school. More details will follow during Term 1.

Educational Visits and Swimming lessons

Educational visits and swimming lessons will not take place until after Christmas at the earliest.

Social Media

We have placed all our letters and information about these arrangements on our school website in our Covid-19 section. We will also share with you photos and a short video so that your child can feel better prepared for their return to a slightly changed environment.



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To help the school...

- **Please be on time to drop off and pick up your child**
- Once you have dropped your child off, please do not congregate with other parents at the school gate
- Only two people are allowed in the school's reception area at any time
- Please use email to contact the school whenever possible
- Ensure that your child is competent in washing their hands thoroughly for 20 seconds

With best wishes,

Gareth Griffith

Headteacher



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