5th June 2020

**Wider School Opening for Sigglesthorne Church of England Primary Academy.**

***‘A Warm Welcome to our new children and a warm continued welcome to our regular children!’***

Dear Parents and Carers,

The trustees of Ebor Academy Trust met yesterday and have approved our wider opening risk assessment, which means that we are now in a position to offer your child a place at Sigglesthorne Primary Academy from the week commencing 8.06.20. This is great news and we are all looking forward to seeing more of our children back at school.

Your child will be eligible for a place from Monday to Friday from 8:30am to 3:30pm subject to your work commitments. We will continue to operate a **booking system** and ask you to let us know a week in advance what days you wish your child to attend school. This can be done by either calling/emailing school or verbally passing the information briefly to the staff.

Please find below information regarding how the group will run so you can discuss these with your child and alleviate any worries or concerns.

During their time in school, the children will remain as part of a small group (described as a ‘bubble’). The children will not come into contact with any other bubble throughout the school day and will have designated staff who remain with them each week. This reduces the risk of contact with other children and adults. The Key Worker bubble will be under the direct supervision of Mrs Prosser and Mrs Davis. The ‘home’ for this bubble will be Mrs Prosser’s classroom. Children will remain with their bubble at lunchtime and break times and will be supervised by the same lunchtime supervisor every day.  One of the first tasks on Monday will be to choose a team/bubble name to promote a sense of belonging. I am sure your child will let you know what name they have chosen!

**Start and End Times/Parent Drop Offs**

We ask that only **one** parent or carer brings and collects their child/ren from school each day. A one-way system for parents will be in place. When dropping your child off at school, please maintain social distancing from other adults and staff at all times.

 The one way system starts as you come through the main gates. There are yellow arrows marking the route and yellow lines every 2 metres to encourage social distancing. A member of staff will be standing at the entrance to the school to let the

children in to school. Please remain at the bottom of the ramp to ensure safety for all. After dropping off your child, please continue to follow the arrows out onto the main street. The one way route has been thoroughly risk-assessed and we would appreciate you following this (hopefully) not too complicated route.

The staff will be available to greet your child/ren from 8:30-8:45am. The same one way system will also operate at the end of the day which will be 3:30pm-3:45pm. Staff will be at the door to ensure that you pick up your child safely.

To avoid queues, the staff will be unable to have long discussions with parents at the start or end of the day. However, the staff will ask you for a brief update on how your child is feeling so that we can continue to update the Pre-Admissions form that you filled in, on a daily basis. If you need to pass any information to a member of staff, please call or email and someone from school will get back to you as soon as possible. If you have a letter or any paperwork to hand in, there will be a box to place it in.

As we have another bubble attending school, we have purposely staggered start and end times so that we have minimised parents from different bubbles meeting on the school grounds. Please ensure that you adhere to the start time 8:30-8:45am and the end time 3:30-3:45pm  so we can keep everyone as safe as possible. If you are late for any reason, please ensure that you are practising safe distancing.

**Hygiene**

A very important aspect of keeping the children safe, is encouraging them to wash their hands regularly throughout the day. The teachers will teach the children about the safest way to wash hands on the first day. If your child would like to bring some moisturiser to school to use after they have washed their hands, please ensure that it is named.

**Clothing**

Children are to wear comfortable trousers or shorts [not jeans please] and a school jumper and t-shirt. Summer dresses and other school uniform can also be worn, if preferred. Please ensure your child wears either flat shoes or trainers. Some of the school day will be spent outside and sandals will not be suitable.  Government guidance recommends that your child should wear clean clothes every day and that clothes should be washed at 60 degrees.

To minimise the amount of equipment in school, we ask children to refrain from bringing large bags into school. They will need their packed lunch, water bottle, hand cream and a coat/waterproof depending on the weather.

**Curriculum**

The children will be completing tasks and activities from different subjects in the curriculum. We appreciate that your child may not have not been in school for many weeks and lots of activities to promote children’s emotional wellbeing will be planned to provide support. Although the organisation of the classroom may be slightly different to what they are used to (this supports social distancing wherever possible) children’s wellbeing and ensuring an enjoyable school experience remains paramount to us.Ideally, the weather will continue to be pleasant and the children can also carry out some learning activities outdoors. Please apply sunscreen before your child comes into school.

Mrs Prosser and Mrs Davis will continue to provide fantastic online learning tasks each day. I have been in awe how they and other teachers in the school have found such varied and fun activities week after week! I hope as parents, you have found the online learning useful and supportive during this difficult time.

**Lunch**

Lunch will consist of packed lunches as there is no hot meal facility available.If your child is eligible for universal free school meals, we are able to offer a packed lunch each day. Please could you indicate whether you need this service when you book in for the following week. Likewise, if your child will **always** require this service, please let Admin or staff know.

Any child who is eligible for benefit-funded free school meals will not receive their supermarket voucher whilst attending school, as a packed lunch will be provided.

 It is **essential** that all children bring a water bottle to school, which can be refilled if necessary.

**Toilets**

In order to minimise the contact children are having with other groups, each small ‘bubble’ team will be allocated their own set of toilets, which will be cleaned frequently throughout the school day. Likewise, any surfaces and equipment that children have touched will also be subject to a rigorous cleaning routine.

**Behaviour Policy**

We have reviewed our behaviour policy in light of the COVID-19 pandemic. The traffic light system will continue to be used in the classroom. As usual, our behavioural expectations will be positively reinforced with a clear team ethos. If a child intentionally hurts another through physical contact and therefore significantly breaches social distancing, a phone call to parents will be made and you will be asked to collect your child from school. It is vital we have this measure in place to safeguard all children and staff within school.

**Illness**

If your child requires first aid at school, wherever possible they will be encouraged to carry this out themselves under the supervision, guidance and reassurance from a member of staff. We understand though that this will not always be possible. If close contact care is required, PPE will be worn by staff to ensure the first aid is provided safely.

We aim to keep everyone as safe as possible. However, should a member of staff or child be confirmed as having COVID-19, the group and staff associated with the group will be asked to quarantine for 14 days as stated in the latest government instruction to schools. All staff are fully aware of and will follow the procedure for this situation.

If you have any further questions about the provision offered for your child, please do not hesitate to contact school. Whilst things may not be completely back to normal, it is our aim for children to have a positive experience of school in a friendly and nurturing environment. The children who have joined us at Sigglesthorne over the last ten weeks have thoroughly enjoyed themselves and I hope that the children soon to join us will have the same enjoyable experience.

I hope the above information reassures you of the school’s approach to promoting safe measures as we welcome your child back to school and continue to welcome children that have already been a part of our family. We look forward to seeing you all on Monday.

 Kind regards and stay safe,

Victoria Tippett

Head of School

Sigglesthorne Church of England Primary Academy