



Monday 20th July, 2020

Re:- Welcoming All Pupils Back in September, 2020

Dear Parents,

As we come to the end of this academic year, we are now in a position to tell you about our current plans for opening to all pupils in September. We know that this year has been challenging in so many ways and once again, I would like to thank you for your ongoing support and understanding. This really has meant a lot to the Ilsham team.

The Government has set out that all children should return to school in September and that attending school will be statutory again. We are delighted that we will be able to welcome back all of our children again as it has been such a long time since we saw some of our wonderful pupils. Working across the Trust with other Heads and leaders, including our Trust Premises and Safety Lead, we have been busy evaluating what has worked well in our schools and what we can build upon to ensure our plans support all children to return in a safe and happy way. The Government has now set out its guidance on fully opening schools and we have writing our risk assessment and planning steps for this. The welfare and safety of our children and school community is paramount in all that we do. The parent-friendly risk assessment is attached for your reference and will also be available on our website.

As part of our commitment to helping your child return to school successfully and happily, I have included all of the information I think you will need ready for the first day back in September and to ensure a smooth start to the term. If you have any other questions, please do not hesitate to email in.

1. What will school look like and feel like for my child?

We recognise that some children, who have not been in school during the recent months, may have mixed emotions about returning to school full time. We also acknowledge that for all children, the school will look different as we will now work in larger groups (or bubbles) With this in mind, we have adapted our curriculum to take into account children's emotional wellbeing and will be focussing on the importance of establishing routines and structures and quickly rebuilding relationships and friendships in the first few days back.



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2. How will children be organised?

Children will be working predominantly in their class bubble with their class teacher when they return to school and this will feel familiar to them. The Government guidelines state that children need to be in bubbles to reduce mixing and to make it quicker and easier to track and trace in the event of a positive case; however, there will be occasions when some children will be in more than one bubble for example if they are on the RWINC programme or if they attend Breakfast Club. These will be closely monitored and reassessed regularly.

Our aim is to minimise the contact between the bubbles. This can be achieved by keeping bubbles separate and through maintaining distance between individuals within them.

We will not be coming together as a whole school for Acts of Worship and these collective events will be held virtually, which has proved successful over the past half term in school and gives all members of our school community the chance to connect each week.

3. Are children expected to socially distance in school?

No. Once in bubbles, 2m social distancing is not required but children will be encouraged to stay as far apart as possible and we aim to minimise contact between adults and children. With our youngest children, the emphasis will be on separating groups and with our oldest children, it will be on distancing. All children will be sat at desks seated side by side and facing forwards from Year 3 upwards.

4. Are adults expected to socially distance in school?

The overarching principle (as stated in the DfE guideline) is to reduce the number of contacts between children and staff. Ideally, adults will maintain a 2m distance from each other and from the children. We are aware this will not always be possible especially when working with younger children. For children old enough, they will be supported to maintain distance and not touch staff or each other where possible.

5. Where will I drop off and collect my child from each day and what time will this be?

On arrival at school at the start and end of the day, social distancing is still an expectation and is something that we all need to do to keep our children and ourselves safe. To support this, there will be a specific gate and time for each class to come into and leave school and in some locations, there will be a one way system.

At the start and end of the day, the children will be met at one of the school gates by a member of the Leadership Team or the Admin Team and your child's teacher will meet them just inside the gate. On entering the gate, they will apply some hand sanitiser and be taken or directed into the classroom. We will require you to leave your child at the gate with their teacher and unfortunately, parents will not be allowed on site unless there is an emergency.

Please note the timings of the day for your child – it is important that everyone sticks to these. Could we also ask that only one parent does the drop off and pick-up each day? Thank you for your support with this.



<i>Class</i>	<i>Teacher</i>	<i>Drop off time and point</i>	<i>Collection point and time</i>
Rowans – Year 1	Miss Cross	Lane gate 8.30 – 8.40 am	Lane gate 2.50 – 3.00pm
Beeches – Year 2	Miss Conibere	Main school gate 8.30 – 8.40am	Main school gate 2.50 – 3.00pm
Maples – Year 3	Mr Grinsill	Main school gate 8.40 – 8.50am	Main school gate 3.00 – 3.10pm
Hollies – Year 4	Mrs Mullane	Main school gate 8.50 – 9.00am	Main school gate 3.10 – 3.20pm
Oaks – Year 5	Mr Hollingsworth	Fountain gate 8.40 – 8.50 am	Fountain gate 3.00 – 3.10pm
Monkey Puzzles – Year 6	Mr Shelling	Fountain gate 8.30 – 8.40 am	Fountain gate 2.50 – 3.00pm

If dropping your child at the lane gate; (Reception and Year 1 only)

- Please observe the one-way system on the lane and walk down the lane from the church towards the school gate. You will see markers on the railings for you to stand safely at 2m apart and wait for the gates to open.



In order for our system to work and for us to keep everyone safe, it is important that you follow these simple guidelines.

- On dropping your child off at the gate, please walk down the lane towards the shops and do not go back up the lane. This may add a couple of minutes to your time but this will help us to keep everyone 2m apart.



At the end of the day, please observe the same one-way system and queue at the same place and we will call you forward to collect your child safely.



If dropping your child at the main gate; (Years 2, 3 and 4)

When dropping your child off, please observe the one-way system on the main road (there are signs on the school fence to show you) and please can you queue up ready to come in only on one side of the main gate. Opposite 'Me and Mrs Jones' all the way up towards the 'Co-op', you will see orange markers on the fence. These are 2m apart and these will allow you to queue safely with your child. Please can you only queue on this side of the main gate.



In order for our system to work and for us to keep everyone safe, it is important that you follow these simple guidelines.

- Once you have dropped your child off at the main gate, please continue straight on and then cross the road if you need to. Please can you not double back on the rest of the queue and please can you not walk up the lane at this time as other parents will be dropping off their children and we are observing a strict one-way system there, too.

At the end of the day, please observe the same one-way system and queue at the same place and we will call you forward to collect your child safely.

If dropping your child at the fountain gate; (Years 5 and 6)



- When dropping your child off, please look for the orange markers on the railings. These are 2m apart and these will allow you to queue safely with your child.

In order for our system to work and for us to keep everyone safe, it is important that you follow these simple guidelines.



- Once you have dropped your child off at the side gate, please be careful not to walk along the front of the school where other children will be queuing with their parents.

- At the end of the day, please queue at the same place and we will call you forward to collect your child safely.

6. How do I make contact with the class teacher?

There will not be an opportunity to speak to the class teacher at the start or end of the day in the

playground. For any queries you may have, please call or email the office and the class teacher will make contact with you.



7. How do I make contact with the school office?

Please continue to use the usual lines of communication to do this. You can telephone in, use the MyED app, or email in on ilsham@lapsw.org

8. Will Breakfast Club, After School Club and extra-curricular clubs run?

Breakfast club - Yes.

All places must be booked with 24 hours' notice and parents must book for the full week. We cannot have (as we have done in the past) allowed parents just to book the club on an ad hoc basis. The Qube will be used just as before

After School Club at Ilsham - No.

This after school provision that used to run from 3 - 3.30pm for a small charge will not be running again at the school. All children will need to be collected promptly as stated on the information in number 5.

After School Club at Warberry until 6pm - Yes.

Children at Ilsham will still be able to use this facility and will be transported from Ilsham to Warberry by a member of staff from the Warberry After School Club. Parents will need to book direct with Mrs Brooks at Warberry C of E Academy.

Extra-curricular clubs - No.

At this time unfortunately, it is not feasible to run our usual after school sporting and art clubs etc. We will review this half termly.

9. What will my child need to bring into school each day?

Only bring into school what is required for the day

- Lunchboxes
- Water bottle (must be water and not juice)
- Full school uniform (summer uniform if you have one)
- P.E. kits on P.E. days only (days to be confirmed by the class teacher)

The only permitted items will be packed lunch boxes and water bottles. **Please leave all school bags, toys and equipment at home as these will not be permitted on site.**

Also, we will not be able to have scooters or bicycles on site for the foreseeable future.

The government has asked that parents apply usual rules to clothing and we would ask that they come to school in clean school uniform every day.



10. How will lunchtime work?

All children will be able to order a school meal as normal. We ask that all other children bring a packed lunch to school. Please also send in a water bottle with just water in. The children will eat in their bubbles in their classrooms initially and not in the dining hall.

11. Will staff be wearing PPE? Will the children be wearing masks?

Staff in schools are not required to use PPE and children are not required to wear masks. Where a child needs first aid or shows symptoms of Covid-19, they will be attended to by a member of staff wearing PPE if necessary following Government guidelines.

12. What happens if a child or adult starts coughing or displaying other symptoms?

If a child or an adult in a bubble starts coughing, we will call the parents immediately and ask you to collect your child and advise parents to take the test and advice will be given on how this can be carried out. We will liaise with Public Health England following the Torbay guidelines.

13 What happens if a child or adult tests positive for COVID-19?

A key part of all our lives now is ensuring we take part in the NHS Track and Trace service. It is an expectation of all who attend school, both pupils and staff, to follow this policy should they or a family member have a positive test or be contacted by the NHS Track and Trace. Please familiarise yourself with the NHS Track and Trace service and ensure you follow this advice if you or your child displays any symptoms of Coronavirus.

<https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/nhs-test-and-trace-if-youve-been-in-contact-with-a-person-who-has-coronavirus/>

Also sent out with this letter, is the risk assessment ready for opening in September. If you have any questions about it, please email into the school office.

I also wanted to take this opportunity to let you know that the first day of the Autumn term is now **Friday 4th September**. We have moved one of the non-pupil days that we did not use in May/June and have used it here instead. This day will be used for site preparation, ready for the Friday opening for all children.

And finally, thank you so much for your support and understanding over what has been an extraordinary four months. We have appreciated your ongoing feedback, too. The Ilsham Team wish you and your family a wonderful summer break and we will see you all on **Friday 4th September**.

Best wishes,

A handwritten signature in black ink that reads 'D.A. Ryan'.

Dawn Ryan (Head of Academy)