

DOTHILL PRIMARY SCHOOL

Severn Drive, Wellington, Telford, Shropshire, TF1 3JB

Telephone 01952 386870



Head Teacher: Becca Butler

Wednesday 20th May

Plans for Phased Opening of School from Monday 1st June 1st June - NOT a PD day anymore

Dear Parents/Carers

As you will be aware, we have been asked to make plans for the potential phased opening of school on 1st June, dependant on the rate of infection dropping.

Since this announcement there has been an awful lot of debate over whether this was the right decision and whether schools can be 'safe' to open. Everyone has an opinion and their own personal feelings on this matter which are all legitimate. We have come up with a plan that I want to share with you now so that you are clear on what to expect if your child is in Reception, Year 1 or Year 6.

Firstly, I want to make it clear to you that in the current circumstances of Covid-19 there is no such thing as 100% 'safe' and we are not able to make this promise to you. What we can confidently say is that we have completed a thorough risk assessment, we have followed all government advice and we have mitigated risk wherever we have been able to. We are able to offer an environment that is as safe as we can make it based on the advice we have been given.

Secondly, you need to understand that school will look and feel very different from 1st June when it comes to structure and routine. Children, staff and parents will need to adapt to the new ways of working. If you haven't already seen it, then please take a look at this document produced by the government as this is what we are basing our plans on.

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings#class-or-group-sizes>

Please read the following information very carefully as we hope that this is everything that you will need to know in order for your child to return to Reception, Year 1 or Year 6.

Beginning and end of the day

- All children (even Year 6) must be accompanied by an adult when arriving/leaving (only one adult please).
- School is only accessible through the front gates - the field and playground gates will NOT be open.
- There is a one-way system in place for entering and leaving the site.
- As you approach school, the left hand gate is the entrance gate. Please walk around the outside of the building in a clock-wise direction.
- Keep at least a two metre distance from other parents and children that may be arriving at the same time as you.
- Say goodbye to your child away from the classroom door and let them walk in by themselves.

- Children should bring the absolute minimum from home - all that is required is a waterproof coat, a water bottle and a piece of fruit for snack. Do not bring a back pack type bag. Snack/lunch/water bottle can be in a lunch bag. Nothing else is required or allowed.
- If you have any messages to pass to teachers please phone the school office and these will be passed to the relevant person. Do not approach the classroom door. Do not approach the office.
- Continue to walk in a clock-wise direction to leave the site. The gate by Club will be unlocked and you can leave the site through the opposite gate to the one you came in.
- It will be the same arrangements for collecting your children at the end of the day.
- In order to minimise the number of people on site at the same time we will have a staggered start to the beginning and end of the day as follow:

| Classes | Start | End |
|----------------------|--------|--------|
| Year 6 classes | 8.30am | 3.00pm |
| Key workers children | 8.45am | 3.15pm |
| EYFS/Year 1 classes | 9.00am | 3.30pm |

- If you have children in more than one year group then please bring them all at the time of the later group and collect them at the time of the earlier group. E.G. if you have a child in Y1 and a child in Y6 you would bring them both at 9am and collect them both at 3pm.
- Please note that you cannot collect your children early for appointments etc. Once they are in school they need to remain in school until the standard collection time.

IMPORTANT - SCHOOL IS CLOSED ON A WEDNESDAY AFTERNOON TO RECEPTION, YEAR 1 AND YEAR 6

Year 6 collect at 12.30pm

EYFS/Year 1 collect at 12.45pm

- Keyworkers - if you are able to make alternative arrangements for a Wednesday afternoon then we would really appreciate it, however, we will remain open for keyworker children on a Wednesday afternoon for those families that have no alternative. Please email the school to let us know if you will need your child to be in school on Wednesday afternoons from 1st June.

Class Structure

- The government acknowledge that 2 metre social distancing is impossible in a primary school so the safety measures to reduce contact will be 'bubbles' (a constant group of children/adults).
- Classes will be made up of one group of no more than 15 children. They will remain in this group at all times throughout the day and will not mix/socialise with other groups.
- Each group will have its own room and its own resources that will not be shared by other groups.
- Playtimes and lunches will be staggered to minimise contact with other 'bubbles'.
- During playtimes, the 'bubbles' will not mix, they will have their own designated play area and equipment.
- It should be acknowledged that within this group of 15 children we will not be able to expect 2 metre social distancing.
- You will receive a phone call next week to let you know which teacher will be leading your child's class and which classroom they will be based in. This is where you should bring them on Monday 1st June.



School Meals

- There will be no hot meals available from school.
- If you are in EYFS or Key Stage 1 you will be provided with a free packed lunch.
- If you qualify for free School meals you will be provided with a free packed lunch.
- You can pay for a school dinner if you wish - this will be a packed lunch.
- In order to minimise children bringing in items from home we would prefer you to buy a school packed lunch rather than bringing your own.
- Please use the online payment service as we are trying to minimise the handling of cash in school. If you have to pay with cash then ensure it is in a named envelope BEFORE you get to school.
- Please be aware that when school is open to Reception, Year 1 and Year 6 free school meal vouchers will not be available for those children. They will need to be at school each day to access their free school meal.
- Children in Years 2, 3, 4, and 5 who are eligible for free school meals will continue to receive vouchers in the usual way while school is closed to them.
- The packed lunches provided will be as follows:

Sandwich with a choice of the following fillings

*Tuna **
*Cheese **
*Egg **
*Ham **

*Fruit pot * (chopped peaches, mandarin segments, pear halves or pineapple, dependent upon kitchen availability)*

OR

*Salad pot * (cucumber, carrots or tomatoes, dependent upon kitchen availability)*

*Dessert 1 * - either a biscuit, cookie, sponge, or cheese and crackers in a bag*

OR

Dessert 2 - either a jelly, yoghurt or mousse in a lidded pot.*

Disposable tea spoon will be provided.

Bottle of water

All items will be in a picnic box

(*) children can tell their teacher each morning what they would like

- In order to minimise gatherings, packed lunches will be eaten in the classrooms.
- Please note that there will be no fruit and milk available during this time. Please send your child to school with a piece of fruit for break time which should be kept on their table until break.

Safety and Hygiene

- Class 'bubbles' have been set up carefully to minimise risk.
- There will be no more than 15 children in each class with consistent adults.
- Class 'bubbles' will not mix with each other. There will be strict social distancing measures in place between each 'bubble'.



- Soft resources that cannot be wiped clean are put away, out of reach or removed from the classroom.
- Children will be given their own resources such as pens, pencils, books etc which will not be shared/used by anyone else.
- Handwashing will be a priority and will be a key to minimising risk. Children and adults will wash their hands regularly at key points during the day - when arriving at school, before and after break, before and after lunch time, after going to the toilet, sneezing/coughing into their hands and before going home.
- Soap, paper towels and tissues are available in every classroom along with cleaning resources for wiping down surfaces and shared equipment.
- We will use the 'catch it, bin it, kill it' saying and ensure tissues are put into a lidded bin.
- Windows will be open to ensure good ventilation in the classroom.
- The school will be cleaned daily by the Telford and Wrekin cleaning team following their own specific guidelines and procedures for Covid-19.
- The Behaviour Policy has been updated to include new expectations relating to Covid-19. Any child deliberately coughing, spitting, putting others at risk through their behaviour will be asked to leave for the rest of the day and not return to school unless they can safely follow the guidance in place.

School Uniform

- If possible then school uniform should be worn.
- If children have grown out of certain garments then these can be substituted for plain, practical items of your choice.
- Please ensure that your child is wearing clothes that can be easily machine washed.
- Please wash clothes worn at school regularly.
- Trainers would be the best footwear as we will try to spend a lot of time outside where possible.
- Children should bring their own, clearly labelled water bottle. Please note that water bottles will not be available to buy from the school office. Any type of water bottle can be brought as long as it is clearly labelled. This needs to be taken home and washed daily.

School Office

- The school office is available by phone.
- There will be no face to face appointments
- If you have any queries or wish to pass on any messages please phone the office initially for help. Try to avoid email if possible. If the phone is not answered, please leave a message as the answerphone will be monitored regularly between 8:30am and 3:30pm.
- We will not be sending any letters home with your children. All general communication will be through the school website. Please check the website regularly to keep up to date with any changes.

Homework

- There will be no homework during this period. Children will not be bringing reading books home.
- There is a link on the website for Oak Academy. This is a great resource that can be accessed to provide 'homework' for children in Reception, Year 1 and Year 6. Oak Academy will now replace the online learning that has been available while school has been closed for these year groups.
- The website will continue to be updated with home learning activities for children in Years 2, 3, 4 and 5



Attendance

The government have made it clear that they would like Reception, Year 1 and Year 6 pupils to return to school. We have provision in place to make that possible. You, as parents, need to decide what is best for your children. There will be no penalties in place for absence during this half term.

Staff Absence

In order for this plan to work I am reliant on all staff staying fit and healthy. If there is any staff absence then we would not be able to meet the government's criteria for keeping safe as presented in the guidelines. This means that we may have to close classes at short notice if we do not have the staff to run them safely.

Years 2, 3, 4 and 5

We are sorry that you do not get to be a part of us yet. We look forward to seeing everyone back together again when it is safe to do so. In the meantime we will continue to keep the website up to date with links and activities to keep your brains in gear. Keep sending us photos so we can see what you are up to!

Obviously safety matters and that has to be our priority in setting up structures and routines but what also matters is the children. We will have all these systems in place which will feel strange. The children may not get their class teacher as their consistent adult. They may not be with their friends in their group of 15. They won't have the freedom that they are used to in school. As I said at the beginning of the letter, it's going to be different. What I want to assure you of is that we will look after your children as if they were our own. We will consider their wellbeing. We will have a laugh. We will have fun. We will learn. We will provide lots of opportunities for talking about concerns or worries they may have. There will be opportunities to relax and enjoy each other's company. Children are incredibly resilient and they have the ability to adapt quickly to new situations when there is consistency and they feel safe and valued. It's going to take a lot of getting used to for all of us but it will be fine.

I hope I have gone some way to answer any questions that you might have had. I look forward to seeing you and your children again soon.

Best wishes



Becca Butler
Head Teacher



