

# Yox Valley Partnership



Primary School



Academy Head - Gail Jerman

[head@yoxvalley.org](mailto:head@yoxvalley.org)

Website: [www.yoxvalleypartnership.org](http://www.yoxvalleypartnership.org)

1<sup>st</sup> June 2020

Dear Parents and Carers

Re: Re-opening of our schools on June 2<sup>nd</sup>

I am sure you will have seen the Prime Minister's announcement on Thursday confirming the government position that schools will extend the provision to include pupils in nursery, reception, years 1 and 6 from the 1st June. This is in addition to the current provision for vulnerable pupils and children of key workers.

We are really looking forward to welcoming back pupils in those year groups and we have been working hard to put in place the required health and safety measures to make it as safe as we can for both pupils and staff. A thorough Risk Assessment of each site has been made and a range of procedures have been put in place; all of these have been approved by the Trust Board and will be constantly reviewed and updated. A copy of the risk assessment will be available on the website should you wish to read it. Each site has organised a designated isolation room, that should a child be unwell during the day, they will go in there with a member of staff whilst waiting to be collected. Staff will be wearing PPE when dealing with any first aid incidents or when any intimate care is needed, such as changing nappies in the nursery. This will be shown and explained to the children on the first day so they know what to expect – we don't want to frighten them, especially the younger children. We will also be doing a revised fire drill so everyone is clear where they go, especially if they are based in a different area of the school to their usual classroom. We have needed to make some changes in the classrooms to enable social distancing and for it to be easily cleaned down, which has included the spacing out of tables, removal of soft furnishings and soft toys, and some areas are zoned off, but we have also tried to make the return to school as 'normal' as we possibly can under the current restrictions and guidelines.

The children will be put into groups or 'bubbles' and will remain in that same bubble throughout the week to minimise any cross-contamination. The same applies to staff, although some staff will be required to work in different bubbles on different days BUT no one will be changing groups during the same day. Likewise, no one will be going to more than one site in the same day and I have tried to minimise all staff movement across sites as much as possible. Whilst in their bubbles, children will be accessing specific toilets, and play areas and these will be clearly labelled. Where needed, we will be staggering playtimes so that they can make use of the bigger spaces and at lunchtimes, they will eat in their classroom or outside, but again, they will stay with the same children and staff. This will vary slightly at each site depending on space available and pupil numbers. There will be tape/arrows on the floor to implement one-way systems in some areas, and there will be lines on the playground for lining up near doors etc – but we have not laid out 2m squares on the floor for children to stay in.

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I am sure there will be lots of questions going through your head, and I will try to answer as many as I can in the bullet points below. If you have any other questions, or I miss anything, please just ask:

- Every child **must** have their own water bottle from home, clearly labelled with their name – this will need to go home every day and be thoroughly cleaned before bringing it back in. Water bottles are available at school if a child does not have one, but these will need to be paid for and then kept by that child. We will not be able to provide cups of water.
- If you are sending in a packed lunch, please use a container that can be cleaned thoroughly at the end of each day, or use disposable packaging which they can just throw away at the end of lunch.
- Children (and staff) must be in a clean set of clothes each day – please make this as near as possible to school uniform as you can, but we do not expect you to wash the uniform every night
- Sensible foot wear should be worn (trainers are fine) as they will not be changing for outdoor activities
- No PE kits should be brought into school but please make sure they have appropriate footwear– they will be doing lots of outdoors activities including non-contact activities (gym/dance/athletics/tennis/skills development) and equipment will be cleaned between bubble uses. Children will not be changing into PE kits
- No pencil cases, book bags or any other bags should brought into school, and no toys or books should come in either
- Coats – only bring a coat in if necessary; this reduces the need for cloakrooms
- Suncream – please put sun cream on before they come in, staff will not be able assist children with this
- Hats – please make sure they are clearly labelled so children don't wear the wrong ones.

## Dropping your child off and picking them up

Staff will be outside from 8.30am until 8.55am each morning. Normal collection time is at 3.15pm although provision is available until 4pm if it is needed for children of key workers. Each school will have slightly different arrangements, depending on the site access so these are outlined below. To keep the flow of people moving, we will not be able to engage in lengthy conversations at the gate, this is not us being rude, but if you do need to speak to a member of staff about something, then please phone the office and arrange a time or send an email and make arrangements to have that discussion.

### Middleton:

- All children will enter through the main gate, which will be manned by a member of staff from 8.30am
- Please drop your child and leave as quickly as you can to avoid gatherings of people around the gate
- No parents should go past the wooden gate into EYFS area
- If you have any letters for the office please put them in the post box outside
- Y6 pupils will access the building through the door into Maple classroom
- Rec/Yr 1 and any other children eligible to attend, will enter through the door leading into Ash Class

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- At the end of the day, pupils will wait in the playground until you arrive. The member of staff will bring them to the gate
- Please be responsible and space yourselves out while waiting
- Pupils coming by taxi, normal arrangements

## Yoxford and Peasenhall:

- Pupils coming by taxi, normal arrangements
- All children will come through the front gate – we will NOT be using the back gate for the time being
- A member of staff will be by the gate/pavement to meet and greet so you can drop and go as quickly as possible
- Y6 will enter the main building through the white side door
- Rec/Year 1 will be based in EYFS building
- All other children will enter through Oak classroom
- At the end of the day, please wait in the area just inside the gate and we will dismiss your child one at a time
- Please be responsible and space yourselves out while waiting
- If you have any letters for the office, there will be a box on the floor by the gate which the member of staff will take to the office when they close the gate at 8.55am.

## Southwold:

- Pupils in Y6 and those of Key workers will enter through the red gate into the playground.
- A member of staff will be on the gate from 8.30 so you can drop and go as quickly as possible.
- For Nursery/Rec/Year 1 please use the blue wooden gate on Cumberland Road adjacent to the Theatre, which leads into the EYFS playground, where a member of staff will be on duty from 8.30
- If you have any letters for the office please put them in the post box outside the main door
- At the end of the day, please collect your child from the same places where a member of staff will dismiss them – no parents should be on the playground
- Please be responsible and space yourselves out while waiting

For those children not attending school, the Google Classroom will still be available and learning opportunities will be uploaded, however this will now be run by a CMAT Central Team composed of members of staff that are shielding/working at home. You will get further details about this very soon. All pupils, whether at home or in school, will be able to message school staff and each other, like they have been, and we intend to keep up those social links with pupils. The Well-being survey will also continue every week and we encourage everyone to fill it in so we can support anyone who requires it.

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It is important that we know how many and which children are coming in, so please make sure your schools knows your child is coming. If you were unsure when we made the initial phone call before half term, please can you confirm with the school office. Unfortunately, due to the organisation required and the staffing of 'bubbles' we can't just accept children who turn up on the day if they are not on our list. If your circumstances have changed and you now want them to attend, then just let us know in advance.

I apologise for the length of this letter, but there is so much information that you need if your child is returning to school. We are fully aware that some children and some parents are anxious about returning to school and we want to do everything we can to re-assure you. You will also receive a Powerpoint which covers much of the same information. A copy of these will be posted on the website. If you have any questions, then please get in touch.

Many thanks for your continued support throughout this difficult time – Stay safe and Stay Alert.

Regards

Gail Jerman  
Academy Headteacher

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