



Happisburgh CE VA Primary & Early Years School

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Learning for Life ...to be the best you can be

"Let your Light shine" Matthew 5:16

22 May 2020

Dear Parents and Carers

I would like to make you aware of our plans for the next stage in dealing with COVID 19 and the education of your children.

All schools have been asked to complete a comprehensive Risk Assessment so that we can be assured that our schools are as safe as they can be for children and staff before opening more widely. Factors such as staffing availability, the individual layout of schools, the nature of the Year Groups and access to appropriate health and safety equipment, all play a part as we each identify what is safe, appropriate and possible.

We have been in constant contact with schools within County, sharing our findings, thoughts and ideas and, subject to final Government decision, we have decided to offer a gradual return for the children in Reception, Year 1 and Year 6 from the 8 June. A decision to send a child from these Year Groups to school remains the choice of the parents. We have taken the decision not to invite nursery-aged children at this point in time, while we trial and test our provision. Children who are considered extremely clinically vulnerable and shielding should not attend.

This will enable us to prepare the site, including furniture, resources and a thorough deep clean as well preparing additional policies and procedures.

The school will reopen as follows and we will review the provision on an ongoing basis:

Week 1	Monday 8 June	Tuesday 9 June	Wednesday 10 June	Thursday 11 June	Friday 12 June
EYFS	9:30 – 11:45	9:30 – 11:45	9:30 – 11:45	9:30 – 11:45	Home learning
Year 1	9:15 – 12:00	9:15 – 12:00	9:15 – 12:00	9:15 – 12:00	Home learning
Year 6	9:00 – 12:15	9:00 – 12:15	9:00 – 12:15	9:00 – 12:15	Home learning
Key worker/ Vulnerable children	9:00 – 3:00	9:00 – 3:00	9:00 – 3:00	9:00 – 3:00	9:00 – 3:00
Week 2	Monday 15 June	Tuesday 16 June	Wednesday 17 June	Thursday 18 June	Friday 19 June
EYFS	9:30 – 11:45	9:30 – 11:45	9:30 – 11:45	9:30 – 11:45	9:30 – 11:45
Year 1	9:15 – 12:00	9:15 – 12:00	9:15 – 12:00	9:15 – 12:00	9:15 – 12:00
Year 6	9:00 – 3:00	9:00 – 3:00	9:00 – 3:00	9:00 – 3:00	9:00 – 3:00
Key worker/ Vulnerable children	9:00 – 3:00	9:00 – 3:00	9:00 – 3:00	9:00 – 3:00	9:00 – 3:00

Children, other than key worker children, and vulnerable children will not be eating lunch at school during the first week, but Year 6 will be invited to do so during Week 2. The Timetable for key worker children and vulnerable children remains as it has been, but, will continue to be adapted to meet individual need.

The reopening will involve the following:

- The school will continue to give priority provision to keyworker children and those who are vulnerable.
- Parents and carers are asked to ensure if their child shows any signs of being unwell (including cold symptoms, sore throat, fever, upset stomach) that they do not come to school to ensure the health of the school community.
- Parents and carers will need to drop children off outside the top gate, respecting social distancing, and not enter the school premises unless there is an emergency.
- If a parent misses the time slot for arrival, a phone call should be made to the office and the child will be collected by a member of staff. Please do NOT enter the premises.

- If a child is struggling to come onto the premises without their parent, they will need to be taken home.
- Parents and carers will need to leave quickly to respect social distancing and not gather in groups.
- Parents and carers are encouraged to walk to school as much as possible to ease congestion and gathering outside the school.
- If travelling by car, parents are asked not to car-share or give lifts to children outside their own household.
- Drop-off and collection times will need to be staggered as shown in the table above.
- Each class 'pod' will use their own entry and exit system to school building.
- Children will have their temperature taken prior to entry into the building.
- Children will wash their hands on entry to school and regularly throughout the day.
- Hand gels will be available in each class 'pod' and the outside areas.
- Children will be in groups of 10 maximum in a class 'pod' and will not mix with other children during the day.
- Children will be with peers from the same Year Group, but we cannot guarantee they will be with their friends.
- Children will be separated from each other within these pods with social distancing measures in place.
- There will be two members of staff assigned to each 'pod' and we will endeavour, where possible, to ensure your child is familiar with those members of staff but this may change depending upon availability.
- Each 'pod' will have a base in a classroom, preferably the children's own room.
- Children will be allocated their own resources which will be cleaned during day.
- Additional cleaning measures will be in place.
- Movements around the school corridors will be strictly monitored and only occur when children need to use the toilets.
- Play times will be staggered with plenty of space for children to play.
- Children will need to bring their own, named water bottle and snacks into school.
- Children should not bring any other items (other than a coat/hat and suncream) to school.
- Children may wear their own clothes, rather than uniform, to help families with washing of clothing worn to school.
- Parents may desire children to wear a face mask and some adults within school may be wearing protective equipment also.
- Children will be following the same curriculum planning prepared by the Year Group teachers which will continue to be posted on Tapestry/SeeSaw and the school website for those learning at home.
- Outdoor spaces will be utilised as often as the weather allows.
- Social distancing will apply, as far as is possible within the school day, although it is widely recognised that this could be difficult to adhere to at all times, particularly with the youngest pupils.
- The bottom gate will be locked at all times to ensure the safety of the school community.
- If your child becomes unwell during the school day, we will isolate them and ask you to collect them as soon as possible.
- Children can bring a packed lunch or order a packed lunch from Norse each morning from week 2 for Y6.

In accordance with current Government guidance, if there is a case of Coronavirus in school, the person with symptoms must self-isolate for 7 days. The people they live with must self-isolate for 14 days. If anyone tests positive, the whole group ('pod' of up to 10 children and adults) must self-isolate for 14 days.

I appreciate that this is a stressful time for us all and there can be no guarantees. All I can assure you of is that, if you decide to send your child to school, we will make sure that the environment is as safe as it can be and that your child is looked after and cared for to the very best of our ability. There is not a single solution to the issues we face, and I have no doubt that plans will need consistent reviewing and adapting.

I would like to thank you for your continued patience, support and co-operation during this time. Please could you also join me in thanking the staff for their hard work, commitment and resilience over the past 2 months. They have been responsible for child care in school, planning and preparing home learning, keeping open communication channels with our families, cleaning the school as well as supporting their own families and children at home. I think you will agree they have done an amazing job!

If you have any further queries, please do not hesitate to contact us. We thank you for your continuing support.

Kind regards

Yours faithfully



Kathryn Jackson
Head of School