

ENGLISH MARTYRS CATHOLIC VOLUNTARY ACADEMY

A MEMBER OF THE ST THÉRÈSE OF LISIEUX CATHOLIC MULTI ACADEMY TRUST



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Head Teacher: Mrs Alison Chambers



July 2020

Dear Parent/Guardian,

I hope you and your family are well. As we are rapidly approaching the end of term I wanted to get out to you as soon as possible the proposed arrangements for the return of all our children in September. I apologise for the length of the letter but it does contain important information for the return of all our children safely in September. The government has confirmed that they expect all children to return to compulsory education in the new academic year. Their guidance can be read using the link here:

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirusoutbreak/guidance-for-full-opening-schools>

We are aiming to make the return to school as normal as possible but inevitably the current situation around Covid-19 means our usual way of working will not always be possible. I want to outline in as much detail as I can at this point our plans for the new academic year and will keep you updated if anything should change between now and the beginning of the new academic year.

Attendance

It is vital that all children return to school on September 1st to minimise as far as possible any impact educationally, socially and emotionally the children may be experiencing because of a prolonged time away from school. If you have any worries or concerns about your child returning to school then please contact me directly on achambers@englishmartyrs.rutland.sch.uk and we can chat these through.

Social bubbles

In order to safely manage a full return, we are following the principle that minimising movement between different groups of children is preferable whenever possible to minimise risk. We have used this social bubble model successfully throughout the lockdown period. Therefore, wherever possible the children will remain in their classes and movement around the school will be kept to a minimum. However, we will have to operate key stage bubbles for playtimes and lunch times because of the size of the school, space and number of staff. There will be staggered break and lunch times and children will need to work within the time zones for lunch with respect to eating time and time outside. KS2 classrooms will be set out where possible to ensure all desks are facing forward but EYFS and KS1 classrooms will be set out to ensure learning takes place correctly for the age of the children and allows for continuous provision as well as adult led learning.

We will return to using lockers but we will be asking children to bring to school only necessary items to avoid over crowding of locker space. Where possible children will only bring a book bag to school and ideally no bag at all. Please do not allow your child to bring toys or other objects from home. KS2 children will need to bring their own pencil cases into school. Reading books will be allowed to go home. **All children will need their own water bottle.**

Structure of the day

We will operate a staggered drop off and pick up structure for the beginning and end of the day. As we need to consider siblings in all year groups now we are going to use alphabetical order of surnames to help us determine start and finish times. Please see below :

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Letters of the alphabet	Start time	Finish time
A to Ga	8.40 am	2.55 pm
Ge to P	8.50 am	3.05 pm
R to Z	9am	3.15 pm

Please be prompt when dropping off your child(ren) and remember to keep moving on the one way system to avoid crowding. Parents please remember to follow social distancing rules. Only one adult to drop children and collect please.

Early years children will enter the building through the main door and into the classroom, parents may accompany them into the classroom for the first term.

All other year groups will follow the one way system in the staff car park and enter school through the green metal gates and then in through the classroom doors.

Early years children will exit the building through the main door. All other year groups will exit the building through the green gate waiting for parents to enter the one way system.

Curriculum

We have been planning a recovery curriculum together as a staff based on 5 threads – relationships, community, transparency, metacognition and space. I have attached this so you can have a look at our intent, implementation and impact. We will need to support children to understand their emotions and feelings and begin to process the experiences they have had. We may need to support some children with relearning some positive behaviour which they may have forgotten being outside of the school environment and adopt a daily routine again. We will need to support children to engage with self-regulation strategies and tools which help them feel safe and calm. We also will need to support children to understand the world we live in with strategies to help them process what is different and what we can do to help. All of our learners will need a holistic recovery, some may need a focused recovery intervention programme, personalised to their needs; others may need a deeper and longer lasting recovery period.

School lunches

Children will be able to order a school packed lunch or bring one of their own, we will not be offering hot food in term 1 and will revise this at the end of the term. Children eligible for FSM or in EYFS or KS1 can access a free school packed lunch should they wish to. Provision of the vouchers for families of FSM children will cease in September. Some classes will eat their lunch in classrooms and others in the hall but sat in their classes. Staggered lunch times will mean we can make full use of the outdoor space to enable us to operate in key stage bubbles over lunch time. Please see the message below from Aspens our catering providers:

We appreciate how many changes schools are having to make to keep children and staff safe and we are working with them to offer the best food solution according to their individual requirements. We also need to make sure it's still an enjoyable experience for all.

Here's a summary of what we are doing behind the scenes to give you reassurance as you head into the summer break: All changes made will be in conjunction with up to date government led guidance and advice, especially around social distancing, food safety and enhanced cleaning regimes. This includes agreeing with your school changes to timings and locations if required.

Food suppliers are able to support changes needed in delivery schedules to ensure that there is limited crossover and a 'no contact' process. For example, no entrance to the kitchens will be allowed and delivery boxes are to be unpacked and wiped before storage.

Our due diligence procedures, including food hygiene and safety have new, enhanced recording procedures ready for September. Each meal service is then certified as being compliant by our Head of QHSE.

Our teams are carrying out specific return to work and COVID-19 training and will be certified "fit to work" before returning. We are also reviewing payment methods and ordering processes to ensure we are providing the safest method possible.

Our lunches provide a nutritious range of food that differs every day and will get their taste buds buzzing again. This will take the pressure away from parents/carers, having to provide that balance and variety with a lunch from home.

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Breakfast / After school care

We will be operating a breakfast and after school club daily in the school hall. The clubs will be split into KS1 and 2 provision with a screen dividing the children into 2 groups in the hall.

Breakfast club - We will be restricting numbers in breakfast club to 8 EYFS / KS1 children and 10 KS2 children.

Breakfast club will begin at 7.45 am but children will not be able to arrive before this time. Please ring the door bell and children will enter or exit through the main door without parents. **Parents please do not use the staff car park** only the drop off area. Please book places through the school office using enquiries@englishmartyrs.rutland.sch.uk

After school club - Snack will be served as last year, at the start of the session and then children will be able to take part in activities and play. The finish time will be 5.30 pm to allow cleaning to take place ready for the following day.

The outdoor space will be on the playground and again the children will be outside for half the session each group. During their time inside toys and activities are available.

Amy Askew will be in the setting 5 days per week with Sarah Barkley working alongside her 1 evening and KIA are currently arranging another member of staff for the other 4 sessions.

The numbers of children in the session will be restricted due to the staff members being divided, therefore booking in advance is essential, ideally weekly or for the children to have set days each week. Payment for these booked sessions will now also be due in advance. This can be done in the same bank account for KIA as before either weekly or monthly. KIA will still accept childcare vouchers. For new parents, Amy will be able to provide details around payment.

When children are collected a member of staff will bring your child/ children to the main reception door to avoid contact with the group of children. Over the summer break please contact Amy Askew to make bookings using the KIA work mobile 07551808869 or on her email of amyaskew@outlook.com

Social Distancing

We are not able to ensure that our children stay apart at all times and in primary schools even 1 metre will prove very challenging. We know though that the risks of Covid-19 to children are small, for many they display no symptoms and for the vast majority only mild ones. The more significant risk is to staff, we will therefore be asking all staff to maintain a reasonable distance from children where possible and from each other.

The use of face coverings and other PPE

Face coverings are not to be worn in school or other PPE unless an individual risk assessment indicates these steps are required. If a face covering is worn by a child then the child will be asked to remove it.

Once removed, hands must be washed immediately and disposable masks binned. If the mask is reused it must be placed in a plastic bag that can be taken home.

Further advice can be found by reading the following government guidance:

<https://www.gov.uk/government/publications/safe-working-in-education-childcare-andchildrens-social-care/safe-working-in-education-childcare-and-childrens-social-care-settingsincluding-the-use-of-personal-protective-equipment-ppe>

Hygiene

Children and staff must clean their hands regularly, including when they arrive at school, when they return from breaks, before and after lunch and before they go home.

What happens if there is an outbreak?

If there is an outbreak of Covid-19 at school we will follow government advice regarding how it is communicated home, and what steps must be taken as a result of any outbreak. Our first priority will remain the health and wellbeing of our school community. If we need to ask children to isolate, we will move back to a distance learning model for those affected using class Dojo and Tapestry as our on line platforms.

Please follow the link below if you need to book a test for your child or family member -

<https://www.gov.uk/guidance/coronavirus-covid-19-getting-tested>

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Uniform

Children should return in September wearing school uniform. Please can PE kits be kept at home and on PE days children will come to school in their kits. Whilst we have building work on site we will need to use all outdoor space therefore we are asking children to wear smart well-fitting trainers or sturdy school shoes (no boots please). Indoor plimsolls will be required and on very wet days wellies will need to come to school with the children too.

Visiting the School

Wherever possible we will be avoiding asking parents to enter the building. Parents should therefore not come to the school reception area without an agreed appointment.

If you need to contact us about a general query please email enquiries@englishmartyrs.rutland.sch.uk or phone us using 01572 722400. If you need to contact a teacher please use their email address.

Building work

Building work will begin on Monday July 13th internally with our adult toilets and continue into the Summer holidays and beyond. There will be no access onto school site through the side gate as from September. Part of the pull in will be used for a skip, portaloos and other building material, please be aware of this and remind your child (ren) not to go near this area whilst the building work is taking place.

Summer Activities

I have attached with this letter a guide for parents if they want some directed activities for our children during the holidays. As our first whole school topic in term 1 is called ***All in this together*** we would like all children to consider the question – What does togetherness mean to you?

You can tell us in any way you like e.g. a painting, poster, poem, drawing or story!

Be ready to share this with your new class when we return to school!

Inevitably we cannot guarantee that some aspects in this letter will not have changed by the end of August so please look out for parent mails over the Summer!

We will continue to communicate with parents during the Summer if there are any changes.

If you have any queries at all or questions please email me on achambers@englishmartyrs.rutland.sch.uk.

Thank you for your on-going patience and understanding.

Kind regards,
Alison Chambers.

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