



Drumoyne Gardens, West Monkseaton
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 Headteacher: Mr. T Jones

Wednesday 15th July

RE: information for September 2020

Dear Parent / Carer,

Following on from my previous communications, I would like to share with parents how we plan to open the school fully in September. It is really important that parents read the information carefully and also consider that this is shared in good faith, based on the information and guidance that we have at the moment. Should this change between now and the start of term then Governors and I will review the information below and communicate any changes to parents as quickly as possible.

In our planning we have based decisions around the 9 controls set out by government –

1. Minimise contact with individuals who are unwell by ensuring that those who have Covid-19 symptoms, or who have someone in their household who does, do not attend school
2. Clean hands thoroughly
3. Ensure good respiratory hygiene by promoting 'catch it, bin it, kill it approach
4. Introduce enhanced cleaning, including frequently touched surfaces
5. Minimise contact between individuals and maintain social distancing wherever possible
6. Where necessary wear the appropriate PPE
7. Engage with the NHS test and trace process
8. Manage confirmed cases of Covid-19 amongst the school community
9. Contain any outbreak by following local public health team advice

Drop off and pick up times and places

| Class September 2020 | Time for morning drop off | | Doors children will exit from | Time for collection |
|----------------------|---------------------------|--|-------------------------------|---------------------|
| 1 | 09:00 | | Main hall fire doors | 15:30 |
| 2 | 09:00 | | Main hall fire doors | 15:30 |
| 3 | 08:45 | | Year 1 white door | 15:15 |
| 4 | 08:45 | | Year 1 white door | 15:15 |
| 5 | 08:55 | | Class 5 fire door | 15:30 |
| 6 | 08:55 | | Year 2 cloakroom doors | 15:30 |
| 7 | 08:45 | | Key stage 2 doors | 15:15 |

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|----|-------|--|-------------------|-------|
| 8 | 08:45 | | Key stage 2 doors | 15:15 |
| 9 | 08:55 | | Year 4 fire door | 15:30 |
| 10 | 08:55 | | Year 4 fire door | 15:30 |

Mornings - As we have been doing during lockdown, all parents are to leave their children at the school gate. Staff will be on hand to direct them in through the correct doors. The gates will not be opened until 08:45 so parents are asked to only arrive at the school for their allocated time.

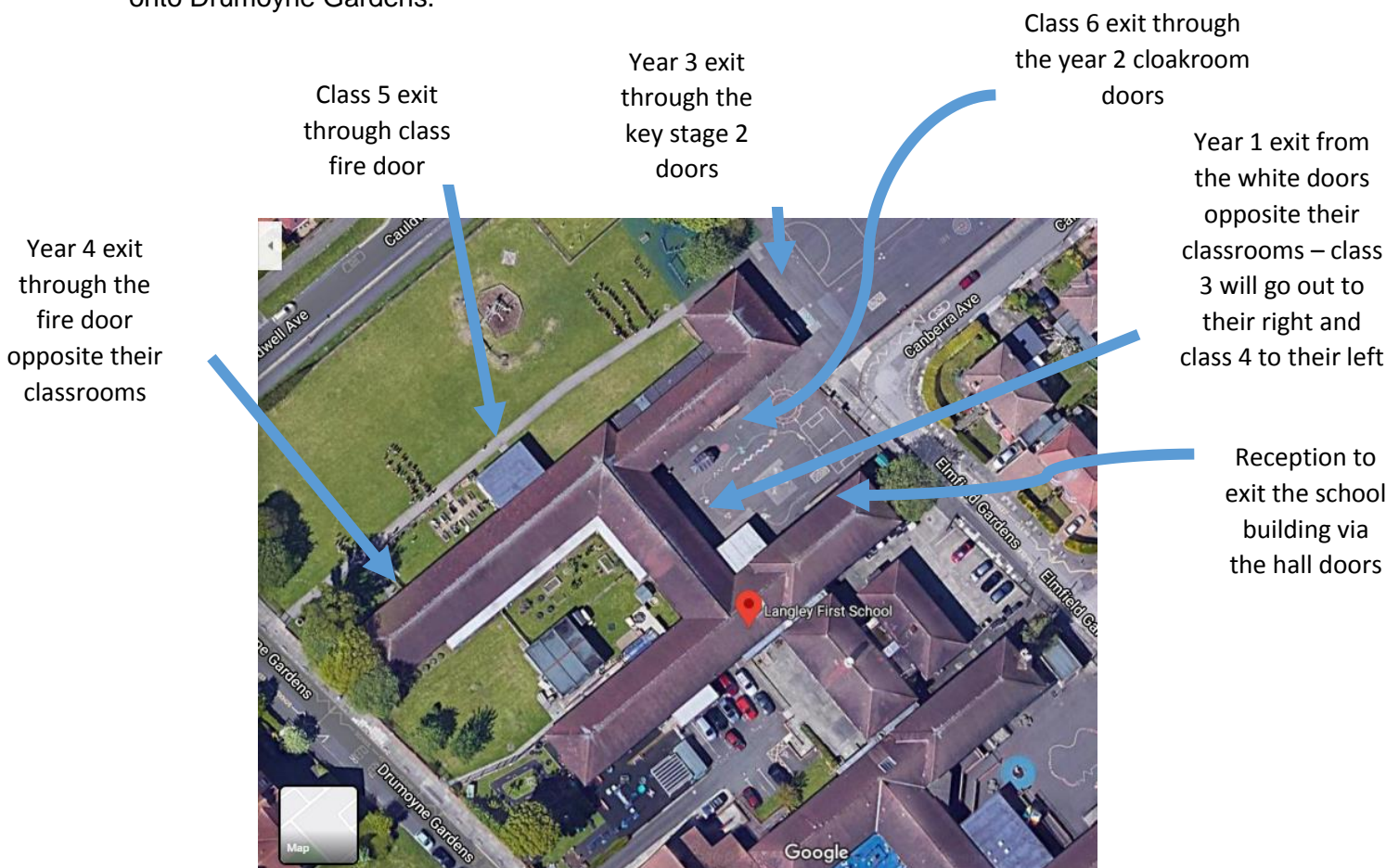
Communication with staff – if you wish to pass information onto staff this can be done through the school office either via a telephone call or email. Please do not try and speak to the staff in the mornings as there will not be the opportunity without causing difficulty for social distancing to remain in place.

Home time - The collection times can be found above. Please also refer to the diagram below for reference to the doors with which the children will be departing from.

Where you have siblings in different year groups and who may have different home times, please aim to arrive at school in between the two times and collect the youngest child first.

Plan for exit routes after school.

There will be a one way system in place through the school site. Please enter through the normal gate off Elmfield Gardens and then follow the path around school and exit the site onto Drumoyne Gardens.



Attendance – In line with Government guidance, attendance from September is mandatory. If parents have concerns or questions around the start of term I request these are raised well in advance of the start of term to ensure they can be addressed to facilitate a smooth and positive start to the year.

School uniform – It is expected that children will be adhering to the school uniform policy as set out on the school [website](#). Please make sure that you check through the policy and provide your child with the appropriate clothing, especially black shoes. Wearing the correct uniform is an essential part of having the right expectations for school.

This year we are trying a new, local supplier for school uniform. Ann Thomas Workwear LTD can be found on Park View, Whitley Bay. Order form can be found at the above link.

We will communicate at a later date about when / how children will need to bring PE kit into school.

Group bubbles – From September the children will be in year group bubbles. This will support limited movement of resources and staff and ensure we can run as effectively as possible given the social distancing restrictions.

Lessons - Our focus for the start of the Autumn term will most firmly be on mental health and wellbeing. It is essential that the children are happy, content and feel safe before they are able to learn. We will also be using planning documents created by the local authority to help create a curriculum content that not only matches the year group the children have moved up to but also draws through essential learning that they may have missed during lockdown. As with the Government guidance, we will also look at how we are facilitating learning through our online presence on Seesaw and Tapestry

School resources – We ask that in the new term the children only bring in their essential items e.g. packed lunch, water bottle. In line with guidance we want to limit the amount of equipment going home and coming into school. We will communicate our plan for reading books at the start of term. Please make sure any reading books that were taken home at the start of lockdown are returned.

In classrooms each child will have their own set of resources (pens, pencils, rubber etc) and sharing of equipment will be limited. If parents would like to send in moisturiser for their child to apply to their hands then please ensure that it is clearly named. This will be kept on desk so the children can access their own as and when needed.

Daily act of worship - Even though there will not be any assemblies in the main hall for the whole school next term, we will be using online to still share themes and for our celebration assembly. It is important that the children still have a chance to see the other bubbles and feel part of the whole school. Each class will also be ensuring they complete a daily act of worship.

Hand and respiratory hygiene – These are key areas in fighting infection and will figure highly in the children's learning. We ask that over the summer parents continue to emphasise the importance of this. We will continue to have anti-bac hand gel throughout the school, to get the children to wash their hands regularly and to promote respiratory hygiene. Your support in this would be greatly appreciated.

Lunchtimes - Reception children will be having their lunch in the dinner hall to get them used to the space. The rest of the school will be having lunch in their classrooms. The timetables will be staggered to allow the children to play outside in their bubbles. For the first few weeks the school lunch option will consist of a grab bag, packed lunch only. Once we get settled into the term we will review a hot meal option.

Children can either bring their own packed lunch from home or school is able to provide one for them. Please make sure that any lunches being brought in are healthy options and do not contain any nut based products.

Events next year - We have tried over recent years to get as many events booked into the diary before the end of the summer term to give parents plenty of notice. Clearly, in the current climate we have not done this for obvious reasons. Moving forward as and when we are able to start to add to our calendar we will notify parents in advance through the normal communication channels when they are added to the diary.

Harvest Festival - We will not be holding a harvest festival as normal this year. We will still be completing assemblies for the children and remembering those that work hard to feed us but unfortunately we will not be inviting parents in to share the celebration.

Autumn parents' evening - We do not know how this will take place this year. Again, this is something that we will have to see as time goes on what restrictions are in place. Please be assured we will feedback to parents in the Autumn term but the way this happens may be different to normal. Again, this will be communicated to parents well in advance.

Children's showcases - We hope that we may be able to hold these later on in the Autumn/start of Spring term as these have become an important part of our children's opportunity for pupils to share their learning environment with their parents

Christmas performances - There will not be any 'performances' in the normal tradition this year. This is due to possible social distancing and also to ensure we have as much teaching and learning time as possible during the Autumn term to give the children every chance to succeed. However, we will look at ensuring we have some form of festive activity involving parents wherever possible.

After school clubs / provision – We are currently working with our normal providers to be able to offer clubs similar to what we have in the past and also for wraparound to provide as near to capacity service as possible. Further information concerning after school clubs and wraparound will be communicated to parents at a later date.

Infection control / event of positive case - In the event of a local outbreak, the PHE health protection team or local authority may advise us to close temporarily to help control transmission. If this happens then we will communicate to parents using the usual channels. If this were to happen we would continue to provide remote education for all pupils.

If anyone in school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they will be sent home and advised to follow the [COVID-19: guidance for households with possible coronavirus \(COVID-19\) infection guidance](#).

If a child is awaiting collection, they will be isolated with appropriate adult supervision wearing PPE if a distance of 2 metres cannot be maintained (such as for a very young child). If your child does become unwell and you are advised to take a test it is essential that the results are shared with school, even if these are negative. This is to ensure we can respond accordingly.

Where the child, young person or staff member tests negative, they can return to school and the fellow household members can end their self-isolation.

Where the child, young person or staff member tests positive, the rest of their class or group within the setting should be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms.

As part of the national test and trace programme, if other cases are detected within the cohort or in the wider setting, Public Health England's local health protection teams will conduct a rapid investigation and will advise school on the most appropriate action to take. In some cases a larger number of other children, young people may be asked to self-isolate at home as a precautionary measure – perhaps the whole class, site or year group. Where settings are observing guidance on infection prevention and control, which will reduce risk of transmission, closure of the whole setting will not generally be necessary.

Whilst I apologise that this letter is rather lengthy, I hope you will appreciate the intention to share as much detail as possible moving forward. Towards the end of the summer holidays I will communicate with parents again, reminding of these arrangements or setting out any changes as a result of amended Government guidance.

Thank you in advance for your cooperation and I wish you a restful and relaxing summer.

Kind regards,

Mr. T Jones
Headteacher

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