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Priory Junior School
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Return to school plan for September – Year 3

17th July 2020
Dear Parent/Carers,

Firstly I would like to welcome you to Priory and I am really looking forward to working in partnership with you. I am only sad that we haven't had chance to meet in person yet or your child visit Priory. Our Priory team have been ringing round to try to speak to you and answer any of your questions but please contact us on 0115 9526100 or office@priory-jun.notts.sch.uk if you need anything. If you haven't returned your information forms from the brochure you received in the post please send these back as soon as possible. Our website www.priory-jun.notts.sch.uk has a welcome video that will be worth sharing with your child if you haven't already. It also has lots of useful information about our school.

The government has indicated that it is their plan that all year groups will return full-time to school from the beginning of the autumn term. **Therefore from September we will be expecting all pupils to return to school unless there is an exceptional reason why they shouldn't**- this exceptional reason will have been discussed and agreed with the head teacher and will only apply, if at all, to a very small number of children.

Over the summer if the government finds that it is not safe to return all year groups to school we will continue to only be open to our critical worker children in September - we will notify you if all children cannot return if the Government confirm this – the date for them to confirm this I am led to believe is the 11th August.

Year 3 pupils return

To allow Year 3 to adjust to a brand new school they will return first on **Wednesday 2nd September at 8.50am**. This will give you a chance to catch up quickly with the Year 3 team that morning, familiarise yourself with drop and pick up arrangements. It will also allow our new year 3 to settle into the school and find their way around without lots of other children in the building. The other year groups will be returning the next day.

On the first day Wednesday 2nd September we will run a slightly different routine. You will be met at the 2nd Avenue entrance (the entrance by the field) and taken into the playground but must stand at a social distance. **Can we limit it to one adult per child.** This will give you a chance to say hello to the class teacher. Your child will be met by another staff member of the year 3 bubble and taken into school and shown where to put all their things and start an activity with the class teaching assistant. At the end of the day the class teacher will bring them back out to you on the playground a few at a time and you can leave by the 2nd entrance gate. **Please can they bring a water bottle and their packed lunch if they are not having a school dinner and a snack for break if they want it. If you are eligible for a free school meal that will be available for you .School dinners are ordered through our School Money system and must be ordered by midnight on the day before. We will issue the link for you to set up a dinner account over the summer.**

On that day:

Miss Tilling's class – Class Zazu to arrive at 8.50am and leave at 2.50pm

Miss Chilton's class – Class Simba to arrive at 9.30am and leave at 3.05pm

From Thursday 3rd September we will be starting the year 3 normal routine – unfortunately you will need to hand your child over at the 2nd Avenue gate for the class teacher to take in as all year groups will be back in.

Autumn Term routine	Start time	Finish Time	Gate
Year 3	Arrive between 8.50-9.00 only	Leave at 3.05	2 nd Avenue

The school has undertaken a thorough risk assessment process to ensure that suitable measures have been put in place to minimise coronavirus risks, we are happy to discuss these with you further if you wish. Although we want school to run as normally as possible for our children there will obviously be a number of protective measures in place to minimise risks and this will mean parts of the school day and curriculum have been adjusted to protect all our staff and families. We do understand that some of the measures may complicate your normal routine and will not allow as much face to face contact with the team but we have to put the health and safety of everyone first.

New routine for September 2020

The children and staff will be operating in year group bubbles. This means that the staff and children in that year group will work and play in isolation from the other year groups to minimise the interactions the children have in the school. Some staff can move between bubbles to deliver parts of the curriculum, specialist support and provide cover if needed but this will be kept to a minimum and at a social distance. The majority of the time children will only be interacting with their year group and year group staff team.

Beginning and end of the day

To minimise the mixing of year groups and to minimise the amount of families at the entrances at any one time **Years 3 and 4 will be coming into and leaving school through the 2nd Avenue entrance, (the entrance near the field.) Years 5 and 6 will be coming into and leaving school through the 3rd Avenue entrance, (the entrance near All Hallows.)** We will also be slightly staggering the start and finish times to avoid crowding at the gates. We understand that you may have children in different year groups and at other schools too so please contact Mrs Brown if you have an issue with this.

Children will be met at the entrance by a staff member in their year group bubble and then they will go straight into their classroom after washing their hands. This will be supervised by another member of their staff bubble team. At the end of the day a staff member from the year group bubble will bring the children out to the gate to you.

Unfortunately parents will not be able to come in through the gates into school. You can grab a quick word with the staff member at the gate but the main way to communicate with us will be through the text system and phone. We will need to make appointments if you need to come into school for any reason and this can be arranged through the office.

During the day

Children will be taught in their classroom by their class teacher supported by their teaching assistant as usual. At breaks and lunches they will only mix in their year groups. We will not be gathering together as a school for assemblies or other whole school events currently. Any after school clubs we run will be run in year groups to start with.

Questions and an opportunity to ask them!

I know this may be a worrying time as we return to school after such a long time away and particularly to a new school, you will no doubt have many questions. I have added below some answers to frequently asked questions from parents of children who have been in school this term so I hope you may find the answer below. If you can't find the answer to your question or have any concerns please call school or e-mail (details at beginning of letter) – we are here to help and are happy to.

I am really looking to seeing our children and families again in September and to meeting our new families in year 3. I am confident that we have followed the Government guidance carefully and put in place the measures we need to minimise the coronavirus risk. We will continue to keep up to date with the latest guidance, including over the holidays so we can ensure our plan for September reflects the latest Government wishes and update you on any necessary changes to this plan.

I urge you to keep a close eye on the latest news section of our website over the summer holidays as this is where we will post updates. www.priory-jun.notts.sch.uk.

I know that this is not the best way to start the school year and a new school but needs must and the incredible staff team will continue to work in the best interests of our Priory community.

Have a restful summer and I look forward to seeing you all in September.

Warm wishes

Alison Brown Head Teacher

Frequently asked questions

Will protective measures will be in place in school to minimise the risk of coronavirus?

- Staff will maintain a social distance from children in the school setting wherever possible.
- We are staggering the start and finish times for children arriving and leaving and using different entrances to limit the amount of people at the drop off and pick up points.
- Markings will be used on the floors around school to measure out safe distances.
- We will be setting out desks in rows facing forward as suggested in the Government guidance and teachers will teach from a social distance.
- Adults will not be able to come in through the gates into the playground, there will be a member of staff to meet the children at the gate. If you have a message for us please e-mail the office, text in or pass it on to the person at the gate.
- We will keep resources within each bubble for just that bubble to use- any shared resources will be cleaned before another bubble uses them.
- Additional Covid 19 cleaning procedures will be in place following Government and local authority guidance and carried out more frequently in the school day.
- The curriculum will be assessed to ensure all activities can safely take place within Government guidelines.
- Visitors to the school will be more limited and if meetings and activities can take place virtually they will.
- A dedicated place in school will isolate any children with symptoms until they are collected
- We will be working closely with the test and trace programme to keep control of any infections and keep a close eye on the local picture.
- Our risk assessments will be reviewed regularly and amended as necessary.

- Children will be taught robust hand and respiratory hygiene
- There will be dedicated handwashing times throughout the day and handwashing supplies have been ordered so we have plenty of supplies in school.

What is a bubble and what happens in the bubble?

A bubble consists of a group of staff and children who work together as a unit and spend all parts of the school day together.

Will the bubbles be able to work and play together?

The year group bubbles will operate in isolation from each other – the idea is that bubbles do not mix to minimise the amount of people we have contact between.

Will my child be able to bring any of their own things into school?

School will be providing a clear plastic bag of stationery for each child to use if they need it. If they want to bring their own pencil case that is fine but it will have to stay in school. Reading books will be sent home but will be quarantined between pupils. Please limit the things your child brings to the essentials such as hats, snacks, lunch box etc. Resources may be shared in the bubbles but only where absolutely necessary – wider school resources will be cleaned between uses so different bubbles can use them. **As we will not be able to have children sharing the water fountains please ensure your child brings a water bottle to school each day.**

Will the school be providing a meal or snack?

If your child is entitled to a free school dinner this will be provided, you are welcome to pay for a dinner if you wish – just order this is the usual way – we will not be providing a break snack at this time but hope to restart this once things settle. Likewise we will not be offering breakfast initially until we have established a new routine in school.

What happens at lunchtime?

We will stagger lunch time so year groups are eating and playing at different times but they will still have an hour's break. We will keep the same lunchtime staff with the same year group bubble as much as we can.

What facilities do you have to support handwashing and good hygiene practices.

Each bubble has its own sink area with plenty of soap and disposable towels for drying and we have sink areas on both corridors. Handwashing times have been built into the timetable. There is also hand gels in each room and around the school building and all staff are carrying their own hand gel. There are posters displayed around school to promote effective hand washing.

Does my child need to wear a mask in school?

Your child may need to wear a mask to travel to school. Current guidance suggests that they are not recommended to be worn in school and masks worn to school must be put safely in their bag or disposed of on arrival. This guidance is subject to change and we will notify you of any change to this.

How will you ensure the effective cleaning of the school?

The school has secured extra cleaning hours to ensure the rooms being used are cleaned thoroughly following Government guidance. There will be an increase of cleaning during the school day at 'pressure points' such as toilets, sinks and door handles and other regularly touched areas.

What happens if a child displays symptoms whilst at school?

We have created an isolation room for them to use until collected. You will be contacted immediately. Should a child or member of staff in the bubble have a confirmed case of Covid 19 everyone in the bubble will be notified and may be required to isolate for two weeks. The procedure is detailed in the government guidance. https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak?utm_source=4dfe1546-6616-44d8-9dbf-70189fd00213&utm_medium=email&utm_campaign=govuk-notifications&utm_content=immediate

What happens if a member of family has symptoms?

Do not send your child to school – notify us and book a test and work with the test and trace service. <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/>

Will my child need to wear uniform?

We will be returning to full school uniform in September. It is suggested in guidance that children come on their P.E day or a day they are taking part in an active after school club in P.E kit. This should be standard Priory P.E kit. We will notify you of your child's P.E day when school returns.

Will I be penalised for not sending my child back to school?

The expectation is that all children will return to school in September. If you choose not to send your child we will start to implement our usual attendance procedures and work with you to improve your child's attendance. If there is an exceptional reason for your child's non-attendance then there will be no penalty for that.

What learning be taking place in school?

We will initially spend time re-adjusting children to their new year group and being back at school. We will also work hard to help children to catch up with work they have missed where appropriate. We will be running all aspects of the curriculum but in some areas such as music and P.E there will be some restrictions to the types of activities or equipment we can use.