



COWLEY ENDOWED PRIMARY SCHOOL

*We strive  
for success for all*

## Donington Cowley Endowed Primary School

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1<sup>st</sup> September 2020

### **Arrangements for September 2020-Important updates**

Dear Parent/Carer

We are all very much looking forward to welcoming all of the children back to school on 3<sup>rd</sup> September 2020. Everything is ready for the children's return and we cannot wait to all be together again!

When I wrote to you at the beginning of the Summer holiday period, I gave you lots of details about the different ways in which schools in England need to work when they open in September. This letter serves to remind you of those arrangements. There is also some new updated information to share with you.

Following the Government's guidance for schools regarding opening in September, we have been working to ensure that we have a good plan in place for everyone's return in September.

Many of the systems and protocols we established during the Summer Term will be used in September when all of the children return to school for the beginning of the new academic year.

#### **Bubbles**

The children enjoyed working in 'Bubbles' during the Summer Term. From September each class will now be a bubble working together but maintaining their distance from other classes within the school. This includes playtimes and lunchtimes which will be staggered as they were during the Summer Term.

#### **Hygiene**

Children and Staff will be expected to wash their hands upon arrival at school and regularly throughout the day. Parents do not need to send their children with sanitising hand gel. We have a good supply in school.

#### **Cleaning**

We will maintain the cleaning systems that have been put into place during the Summer Term. Surfaces will be regularly cleaned by school staff during each school day.

## **Arrival at school**

To make things easier for our families we will be offering a flexible staggered start to each day.

- All children should arrive at school between **8:40 and 9:00 a.m.** each day.
- When they arrive at school, the children will go straight into their classroom, wash their hands and get ready for the day.
- Staff will be on hand to help your child to know what to do when they arrive at school.
- If your child is in KS2 (Years 3,4,5 and 6) please see them through the school gate but do not enter the school premises yourself.
- If your child is in Reception, Year 1 or Year 2 only one adult may come on to the school premises at the beginning or end of the day.
- When your child is safely delivered to school, please do not gather around the school gate. Please leave the school area straight away so that everyone can keep distanced from each other.
- The school gate will be closed just after 9 a.m. each day. Please ensure that your child is on time for school. This is very important.
- **At the moment, if you have a message for your child's teacher, please do not come into school. Please either ring Mrs Baxter in the school office or email the school. If the message is urgent, please ring rather than email.**
- **There will be a one-way system in operation at the school gate. Please be prepared to follow the instructions given by school staff.**

**We are hoping that by giving an arrival 'window' of 20 minutes, people will naturally spread out, keeping their distance from each other.**

## **End of the school day**

The end of the school day is much more of a challenge in terms of ensuring that everyone is able to stick to social distancing. With this in mind, the arrangements are as follows:

- Reception, Year 1 and Year 2 children – Please collect your child at **3:00 p.m.**
- When you have collected your Reception, Y1 or Y2 child, if you have a child in KS2, please wait in the designated area and your KS2 child will come out at **3:10 p.m.** to join you. (We will show you all where to wait.)
- The rest of the children will finish school at **3:20 p.m.**
- Please ensure that each child is collected by only **one adult.**
- Please **do not** arrive earlier than the allocated collection time for your child.
- We will liaise with 'Little Pickles' to ensure that there is one agreed school pick up time for children attending their after-school care facility.

## **In Summary (quick check)**

<b>Year group</b>	<b>Drop Off</b>	<b>Collection</b>
<b>Reception, Y1, Y2</b>	<b>Between 8:40 – 9:00 a.m.</b>	<b>3:00 p.m.</b>
<b>KS2 siblings of Reception, Y1, Y2</b>	<b>Between 8:40 – 9:00 a.m.</b>	<b>3:10 p.m.</b>
<b>The rest of the KS2 children</b>	<b>Between 8:40 – 9:00 a.m.</b>	<b>3:20 p.m.</b>

**Please note that the visitors' toilets are closed at this time.**

## **Covid-19 symptoms**

The symptoms of COVID-19 are as follows:

- a new continuous cough
- a high temperature
- a loss of, or change in, the sense of smell or taste

**If your child or anyone in your household has any of these symptoms, they must not come to school.** The current Government guidance around testing and self-isolation must be followed. If a child presents any of these symptoms whilst at school, they will be isolated from other children and we will contact you straight away so that the child can be collected. At this point, a test should be booked and we would ask that results are shared confidentially with the school. Pupils and staff who are sent home due to COVID -19 symptoms will only be allowed to return to school once the test results are received or the designated period of self-isolation is followed.

If a child or member of staff tests positive for COVID-19, we will follow the guidance of Public Health England. This may result in the school having to close a bubble or bubbles for a period of time.

## **Lunch**

The children will be eating in their own classroom bubbles when we come back to school. Therefore, we are unable to offer hot school meals for the Autumn Term. If your child is in Reception, Y1 or Y2 they will be able to have a free packed lunch. Please order this from **Willoughby Foods**. If your KS2 child is entitled to a Free School Meal, please order the packed lunch from **Willoughby Foods**.

## **Extra-curricular clubs**

Due to the bubble arrangements, there will be no clubs during the first half of term. We will keep this under regular review so that we can start our clubs again as soon as possible.

## **Swimming**

Due to the current situation, unfortunately we will not be able to go swimming at Spalding Leisure Centre in the Autumn term. We will closely monitor the national and local advice and we will update our plans accordingly.

## **Resources**

**Each child will need a named water bottle.** Each child will also need their named PE kit. Wherever possible, PE will take place outside so please ensure that your child has their **trainers** in school every day. Reading books will be changed as normal. When books are returned to school, they will be placed in 'quarantine' for 72 hours before they are reissued to another child. We will be outside as much as possible so please make sure that your child brings a **waterproof coat** every day.

## **Mobile phones**

If your child walks to school unaccompanied and they carry their mobile phone with them, it must be switched off immediately upon arrival at school and handed to the class teacher to be locked in their drawer until the end of the school day. Each mobile phone will be stored in a zipped, named plastic bag.

## **Welcoming the children back to school**

We realise that some children may be anxious about coming back to school after such a long break. We will do everything in our power to look after and reassure your child. We cannot wait to all be together again.

We look forward to welcoming all children back to school on Thursday 3<sup>rd</sup> September.

Kindest regards

*Marina Faulkner*

Mrs M J Faulkner  
Headteacher