

**Executive Head Teacher—Mrs Sarah Helm**

Dear All

We are looking forward to welcoming all our children back on Thursday 3rd September and have worked in line with government guidance to ensure that our practice is as safe as possible and we minimise any risks of the transmission of covid-19.

We will be continuing with staggered start and finish times. We ask you to kindly refrain from congregating at the school entrances and to please be mindful of social distancing expectations.

Mrs Kear will be bringing Poppy class to the front gate for parents to collect rather than parents needing to come onto the playground.

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| Class | Entrance | Start time | Collection time |
| SunflowerPre-school | Front side gate on the left of the school-Back door to main school building | 9.10 | 3.00 |
| BluebellReception | Front gate on the right of the school- Bluebell classroom door | 9.00 | 3.15 |
| DaisyYear one & two | Front gate on the right of the school-Daisy classroom door | 8.45 | 3.00 |
| PoppyYear two & three | Front side gate on the left of the school-Back door to main school building | 9.00 | 3.15 |
| SpeedwellYear four & five | Front side gate on the left of the school-Speedwell (formerly foxglove) classroom door | 8.45 | 3.00 |
| FoxgloveYear five & six | Front entrance to the school building via school reception | 9.00 | 3.15 |

If your children’s start times differ then please bring them in for the earlier time and we will allow them both into their classes when they arrive. School uniform is required. Please ensure that your child brings a waterproof coat and/or suncream & hat for breaktimes and outdoor learning depending on the weather. Breakfast club and Afterschool club will restart as per the arrangements in place prior to lockdown. We are trialling running Afterschool club on Fridays. Please let the office know if you wish to book a place on this.

Staff are so looking forward to seeing the children and are all aware that some children haven’t been in school since March. We will be working on helping our children reconnect with their peers, supporting meeting the expectations for safety and working carefully through any anxieties.

We will be continuing to eat our lunches in our classrooms or outdoors if weather permits. Packed lunches will be provided for the first week of term and then as per the new menu which will be available on the website. You are welcome to order and pay for lunches via parentpay or provide your own in a lunchbox clearly marked with your child’s name. The menu shows both hot meals and sandwiches which will be delivered to classrooms in boxes. Children will be able to bring water bottles, please mark these clearly with your child’s name to avoid any possible mix ups. Thanks.

We will be timetabling the use of the outdoors for breaks and classes will not be able to mix. The use of toilets will be timetabled and supervised by an adult. However we will ensure that all children can use the toilet when required. We will have named cubicles for each class bubble to share and there is increased cleaning of the toilets during the day.

Our main line of defence will continue to be the increased cleaning and hygiene measures including cleaning of high traffic areas, toilets, door handles and regularly touched surfaces throughout the day, continued, regular handwashing, the ‘kill it, catch it, bin it’ strategy for sneezes or coughs. Tissues, soap and hand sanitiser will remain available in all classrooms. We will send home children displaying symptoms and we may have to ask children in a bubble to isolate for 14 days as a result of any potential or confirmed infection.

We will not yet be using the lockers in school so please do not send any pencil cases or additional materials to school.

Although I understand local infection rates are very low, we are continuing to work on a contingency plan should we be required to close in event of a local lockdown or where children need to isolate and cannot attend. We will inform you of this as soon as we can confirm. It will include our plans for remote learning matching our planned curriculum for term 1 in these eventualities.

For those of you who were lucky enough to holiday abroad, please be aware that the quarantine requirements apply to your child. If your child is absent due to quarantining on return from a holiday abroad, please inform the school.

Sarah Helm

Executive Head Teacher

Wye Forest Federation

‘Striving together to be the best you can be’

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