

1<sup>st</sup> June, 2020

Dear Parent/Carer,

### **Opening our doors for more pupils**

The government announced on 28<sup>th</sup> May that the 5 tests had been met to their satisfaction and as a result they have now deemed it safe to begin a tentative and gradual wider opening of primary and secondary schools. For all schools both home learning and the provision for children of critical worker and vulnerable children will continue and for primary schools it is recommended that nursery, reception, Yr 1 and Yr 6 pupils begin a phased return **from** 1<sup>st</sup> June. For secondary schools there will be some face to face contact for Yr 10 and Yr 12 pupils **from** 15<sup>th</sup> June.

During this time attendance is not compulsory and as a result will not be enforced. If you choose to keep your child at home you will continue to receive home learning activities to complete. There will be no fines for non-attendance at this stage.

**As you are no doubt aware there continues to be much controversy about the wider opening of schools and the level of risk to children staff and communities. Our risk assessments currently show that to reduce risk to an acceptable level Pathfinder Schools primary schools will begin the process of gradually widening their in school offer from Monday 8<sup>th</sup> June. We will be continually monitoring the number of cases and the R rate over the coming weeks. If the risk becomes too high our plans may well change and the date your child returns to school may change in light of these. We will of course keep you informed.**

During the last 3 weeks, in line with government guidance, Pathfinder Schools has been undertaking a rigorous risk assessment process in order to ensure that our schools are as safe as possible in the current circumstances. Schools will look very different as class sizes are strictly limited depending on the size of the room and the maximum group size is no more than 15 children. Pupils will be asked to observe social distancing at all times including break and lunch times and no mixing across groups is permitted. For younger pupils where this is not possible they will mix within their small group or 'bubble' and only share resources within this group. The health and safety of pupils, staff and the community are at the forefront of all our planning so it is vital that strict behaviour and hygiene rules are followed at all times.

At this time, we have been able to accommodate all those pupils who have expressed a wish to return to school on a full time basis. However, we are well aware that numbers may change should more parents wish to send children back. Unfortunately, we are now at full capacity and will be unable to accept any more children from EYFS, year 1 or year 6 into school at this time.

We will be reviewing current provision every 2 weeks with the first review being on Monday 15<sup>th</sup> June. If you chose not to send your child back to school initially, but later decide that you would like your child to return to school please contact the school office in order to inform our planning.

Please be aware that if more children return it is highly likely that due to staffing needs and limitations on space we will have to move to a rota system, so your child may have 1 week in school and 1 week learning at home. Whilst we realize that this may be inconvenient we make no apology for putting health and safety first. We will of course let you know if this is necessary.

We would also like to stress that it will be vital for all children to follow rules and guidelines for social distancing from both staff and other children. Where your child is struggling to do this we will contact you to collect your child from school, as the health and safety of our school community will remain our priority. We will then provide you with learning at home whilst COVID19 guidelines are in place. Please ensure we have up to date contact details at all times.

Contact details will also be vital as government guidance states that when a child develops symptoms compatible with coronavirus, we will immediately isolate your child and call you to collect them and to self-isolate for 7 days. Your fellow household members should self-isolate for 14 days. We will ask you to get your child tested for COVID 19. Where the child tests negative, they can return to their setting and the fellow household members can end their self-isolation. Where the child tests positive, the rest of their class or group within their childcare or education setting will be sent home and advised to self-isolate for 14 days.

If other cases are detected within the cohort or in the wider setting, Public Health England's local health protection may recommend that more people self-isolate, perhaps the whole class, site or year group. It is vital that everybody is completely honest about their state of health and if your child is unwell we ask that you keep them at home until they are fully recovered and until any isolation periods have been correctly observed.

We also kindly ask that in order to protect your child, your household and the staff working with your child, you do not break the current Government guidelines by allowing your child to have close contact out of school with either children or adults who do not live in your household. By doing this you will be lowering the risk for the whole school community.

### **What will Hawthorn School look like?**

We will be operating 3 groups for different keyworker children, one for our EYFS children, one for Key Stage 1 children and the other for Key Stage 2 children. Where children from the same household are part of different keyworker groups we will keep siblings within the same group wherever possible to minimise the number of other people that the family are exposed to.

We will also be operating 2 groups of EYFS children, 2 groups of Year 1 children and 3 groups of Year 6 children, all based in different classrooms. We have calculated the maximum number of children that can be accommodated in each of our classrooms in order to preserve the social distancing guidelines and at Hawthorn this will be in groups of a maximum of 12 children, but with significantly fewer children in some of our smaller classrooms.

Each group or social bubble will have at least 2 adults attached to the group and these adults will remain the same until the end of the summer term. Both of the adults assigned to a bubble will not be working with all of the children within the classroom setting for all of the time, but they will be available to support at break times and when moving around the school to ensure that social distancing can be maintained.

A letter with further details of these groups, including which classroom they will use and which adults they will be working with, will follow later this week for those children who have been given a place in school from Monday 8<sup>th</sup> June.

Please note that in order to provide staff with their PPA entitlement and to assist them with providing home learning activities for those children who continue to not attend school, the school will be closed to children in EYFS, year 1 and year 6 (other than for keyworker children) on a Friday afternoon.

- Pick up/Drop off arrangements

In order to limit the number of parents and children on or around the school site at any one time staggered drop off and pick up times for our different social bubbles will be in operation. The following arrangements will apply:

	Drop off time	Pick up time	Friday pick up time
Keyworker Children	8.30am	3.15pm	3.15pm
Year 6 children	8.45am	3.15pm	12.30pm
Year 1 children	9.00am	3.00pm	12.00pm
EYFS children	9.15am	2.45pm	12.15pm

These times must be strictly adhered to in order to keep all members of our school community safe. If your child has been allocated a space within one of these groups they will have a specified drop-off point, further details will be provided in the letter to follow. We ask that one parent only is involved in pick up and drop offs at school and please note that parents will not be allowed onto the school site at morning drop off.

In order to avoid congestion around the school at pick up and drop off times can we also please request that parents and children please walk or cycle to school wherever possible.

- Mid-morning Snack and Lunch

Please note that the government has cancelled the arrangements for free fruit for Key Stage 1 and EYFS children and so all children will need to bring their own healthy snack from home for their mid-morning break.

Children who are entitled to a free school lunch, including all of our EYFS and Key Stage 1 children, have the option of ordering a packed lunch from our school meal provider. Please note that there will not be the option for a hot meal.

If you do not order a lunch from the school caterers your child will need to bring a packed lunch and drink from home. As the weather is now getting hotter it is important that the children stay hydrated and our water fountains will not be in operation so your child will also need a water bottle in school every day. These bottles will be kept on the children's desks and should be taken home every day for cleaning.

- Classroom organization

When the children arrive at school they will be met by their teacher who will then take them to their classroom base. They should not bring anything into school other than their coat, a sun-hat (if required) their reading book, their lunch and a water bottle.

Please do not send your child into school with book bags, toys or pencil cases from home. The children will not use their coat pegs or lockers during this time, but should take everything to their classroom. The EYFS children will have a floor spot to sit on and will have designated places to keep their coat, water bottle and lunch (if they are not ordering a school lunch). For the other year groups, the children will be allocated their own table to sit at. They will keep their coat on the back of their chair and will keep their lunch and water bottle on their table. The children will be expected to remain in their place and will not be allowed to get up and walk freely around the classroom.

The children will be encouraged to wash their hands when they first arrive at school and will repeat this regularly throughout the day. Hand sanitizer will also be available in each classroom for the children to use.

- Please no medicines unless vital

Because of the difficulties in administering medicines safely, we request that wherever possible children are not sent into school with medicine.

If your child does need to take any medication, the medicine should be given to your child to hand to their teacher when they arrive at school. Their teacher will then keep the medicine in class.

Parents will not be able to drop medicine at the school office and complete a consent form, as they have done in the past, instead we ask that you telephone the school after 9.30am to explain the dosage, time that it needs to be administered and any other instructions and the office staff will pass this information on to the child's teacher. Please note that it will not be possible to store medication in a fridge during this time and so if it is important that the medication is kept cool, parents will need to provide it in a cool bag with an ice pack.

Wherever possible the child will be asked to self-administer this medication, but if this is not possible, the teacher will help the child. Please note that in order to protect the adult and your child the teacher will wear PPE to complete this task.

- Change in timetable and curriculum

Wherever possible the children in school will be completing the same tasks and activities as those which are being set for the children who are working from home. During the morning sessions this will include the on-line English and maths lessons that we have been recommending and in the afternoons it will be more topic-based learning. Although the children will not be having any formal p.e. lessons during this time, each class has been timetabled to have 3 outdoor sessions each day, when they will be encouraged to be active.

- Communication through school office call or email

Please note that parents will not be able to visit the school during this time and should you need to communicate with anyone in school this will need to be done by telephone or e-mail. Teachers can still be contacted using Class Dojo, or a message can be left with the school office team asking teachers to phone back when they are not in class.

- Home learning for those not in school

Home learning tasks will continue to be set each week for the children who are not attending school, although the teachers will have to balance this with their teaching commitment in school. The teachers will post work suggestions on the Class Dojo at the start of each week, and children will still be able to upload work that they have completed to their portfolio so that their teacher can see what they have been doing. Teachers may not be able to post daily messages in as much detail as they have before, but they will try to update their Class Dojos as regularly as possible. For those children who are unable to access on-line learning, work packs for each year group will be available to collect from the school office. These packs will be updated each week that the school remains closed.

- Wear school uniform although there will be some leniency

From Monday 8<sup>th</sup> June, all children who attend school will be expected to wear their school uniform. This includes our keyworker children who up to this point have been able to attend school in their own clothes. Ties must not be worn to school, as all items of clothing will need to be regularly laundered. If your child has outgrown their uniform we do not expect parents to buy new items at this stage in the year, but we would expect them to wear suitable clothing – plain shorts, skirt or trousers and a white tee shirt.

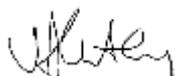
- **Personal Protective Equipment (PPE)**

DfE guidance on PPE is as follows and therefore none of the children should be wearing PPE:

*'Face coverings should not be worn in any circumstance by those who may not be able to handle them as directed (for example, young children) as it may inadvertently increase the risk of transmission'.*

School staff will be using appropriate PPE when attending to first aid, personal care and some aspects of cleaning. The wearing of face-coverings at other times is a matter for individual members of staff, please prepare your child should this worry them.

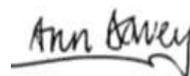
We thank you for your support during these difficult times.



Head Teacher



Chair of Governors



Chief Executive Pathfinder Schools