

7<sup>th</sup> July 2021

Dear Parents / Carers,

We have now received the initial guidance from the government on the measures needed in schools from 'Step 4' of the reopening plan. We are very much looking forward to reducing some of the control measures when we return to school on Thursday 2<sup>nd</sup> September whilst continuing to ensure that we all stay as safe as possible. We will not be making any changes before the end of term as this would be unsettling for children. The latest guidance confirms that schools will need to follow public health advice on testing, self-isolation and managing confirmed cases of Covid-19 as well as maintaining:

- Good hygiene for everyone (Hand hygiene and the 'Catch it, bin it, kill it' approach)
- Appropriate Cleaning Regimes (Cleaning during the day for frequently touched surfaces)
- Well ventilated spaces

The guidance also states that we should have a plan in place which will allow us to reintroduce measures in the event of a local outbreak.

We will be continuing to make school life as familiar to our children as possible and will avoid unnecessary changes.

### **Starting Back at School from Thursday 2<sup>nd</sup> September – Overview**

#### **What time do I drop off and pick up?**

School will be open for all children at 8.50am until the end of the day at 3.15pm. The gates to the playgrounds will only open shortly before 8.50am so please do not arrive too early.

#### **Where do I need to go?**

You may use either entrance to enter and leave the site. KS1 children will come into school via the KS1 playground. KS2 children should come into school via the KS2 playground.

#### **What does my child need to bring?**

- Coat, hat (for the sun or cold) and gloves as needed
- Lunch box if they are having a packed lunch
- Water bottle
- Book bag
- A change of clothing (including pants and socks) in a small, labelled bag, in case they need to change during the day (younger children).
- PE Kit to change into at school on PE days

Please do not allow children to bring in:

- their own stationery or toys

#### **What do children eat at lunchtime?**

Children can bring in a packed lunch or order a school dinner.

#### **Do I need to wear a face covering?**

From September it will be your personal choice. It will be busier when we move away from staggered start and finishing times, especially at the end of the day.

## Starting Back at School on Thursday 2<sup>nd</sup> September - In More Detail

### **Measures that we have been asked to take to keep safe**

We have been asked to continue to have the following measures in place in our school:

- Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- Clean hands thoroughly more often than usual
- Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- Introduce enhanced cleaning, including cleaning frequently touched surfaces often
- To engage with the NHS Test and Trace process
- To follow the advice of the local health protection team

### **Bubbles?**

We are advised not to maintain bubbles in September unless we are directed to do so as part of an outbreak management plan. This means more flexibility for break times, lunches and the start and end of the school day. It also means that whole school assemblies and events may be possible again. We will keep this under review throughout the year.

### **Dropping off and collecting children**

Senior staff will be on hand outside to help you, and to answer any questions.

We are no longer expected to reduce the number of people arriving and leaving school at the same time. You may therefore use the **side entrance from Roland Close** (off Brimley Road) and **main front entrance** in both directions. You may also walk between the KS1 and KS2 playground in both directions.

All year groups will be able to arrive and come into school at **8.50am and must be in by 9.00am**. This will spread out the number of people arriving on site over 10 minutes. Anyone arriving late after 9.00am will need to go to the main school office. The gates to the playgrounds will only open shortly before 8.50am so please do not arrive too early. Children can come to school on a bike as normal, using the bike shelters on the playgrounds. Please dismount cycles before you come onto the site.

### Reception, Year 1 and Year 2

Dropping off - Come onto the playground and say goodbye to the children at the KS1 entrance. Cones will help you avoid getting too close to the entrance so that it remains clear. The teaching assistants will help children with hand washing and their teachers will be waiting for them in their classrooms.

Picking up – Year groups will have their own pick-up points at 3.15pm:

- EYFS (Classes 1 and 2) – From the doors to the main hall (by the KS1 bike shelter)
- Year 1 (Classes 3 and 4) – From the KS1 main entrance
- Year 2 (Classes 5 and 6) - Far end of the KS1 playground.

### Year 3, Year 4, Year 5 and Year 6

Dropping off – Come onto the KS2 playground and say goodbye to the children at the KS2 entrance or at the gate to the KS2 playground if you want to speed things up. Cones will help you avoid getting too close to the entrance so that it remains clear. The teaching assistants will help children with hand washing and their teachers will be waiting for them in their classrooms.

Picking up – Classes will be brought out of the KS2 entrance by their teachers at 3.15pm.

### **Playtimes and lunchtimes**

We hope to return to our previous timings, with children mixing outside and in the dining hall. With a reduction in the time it will take to serve food, the full menu will return.

## **Attendance**

Current attendance policies and procedures will continue in September. It will still be very important to report any absences to the school office. You will need to confirm if any illness has Covid-19 related symptoms, this includes if your child is off because someone in the household has symptoms. If Covid-19 related symptoms are reported for your child, or someone in your household, we will be continuing to ask that you go and get tested and let us know the outcome of the test. The quickest way is to visit a test centre rather than by post. A quick test result avoids an unnecessary period of self-isolation.

## **Limiting what is brought to and from school**

We have always asked our children to limit what they bring into school to essential items. In September we are asking that you limit items to:

- Coats, hats (for the sun or cold) and gloves as needed
- Lunch box if they are having a packed lunch
- Water bottle (we will continue to avoid the use of water fountains for the time being)
- Book bags (brought to and from school daily)
- PE kits (from September we will be expecting children to change for PE)

Please do not allow children to bring in:

- Their own stationery or toys (this has always been the school rule)

Children in reception should bring in a change of clothing (including pants and socks) in a small, labelled bag, in case they need to change during the day. These bags will stay in school unless clothes need washing. This may also be wise for some children in other year groups where you think this would be a good idea.

## **In the classrooms**

Classrooms will be welcoming and vibrant as always with equipment being shared. We will continue to keep classrooms clutter free in order to allow for the enhanced daily cleaning and will continue to use outdoor spaces to learn, where we can. Classrooms will continue to be very well ventilated, so ensure that children have layers to keep them warm on colder days.

## **Access to the site for visitors**

The current rules for visitors on site will remain in place. Visitors will be allowed to come into the school building if they have an appointment. We are contactable during the day via email and the school telephone system. We also have an intercom at the main office entrance and a box for dropping off items.

## **Money for dinners and trips**

Remember that we moved to a cashless system last year. It is therefore important that parents and carers ensure they are registered with 'SIMS Pay' for dinners and trip payments.

## **Face coverings for children in school**

The guidance from the DfE on face coverings for children in primary schools remains unchanged and does not recommend the use of face coverings in schools. Evidence suggests that there may be an increased risk associated with the misuse of face coverings amongst children.

## **After School Club – From Monday 6<sup>th</sup> September**

The club will run broadly in line with the current arrangements as we have found this to be a sustainable and reliable model. We expect the following arrangements will be in place:

- After School Club will run from the end of the school day until 5.30pm Monday to Friday starting the first full week of school on Monday 6<sup>th</sup> September 2021.
- Bookings will be arranged on termly basis and should not be altered week to week.
- We will arrange staffing rotas to meet the expected ratio of adults to children to ensure that we can run the provision safely and, as far as possible, meets demand.
- We will provide a snack for children attending the club so there is no need to provide food from home.

- We do not accept cash or cheques, therefore you will need to register for childcare vouchers (this is a better way to pay as you save money). Some employers have their own scheme or you can use the government tax-free childcare scheme (<https://www.gov.uk/tax-free-childcare>). Many of you who have used the club before will have credit already. Please make sure that you release enough vouchers to cover the bookings for the week ahead.
- The cost of the club will remain at £10 per day.

### **Breakfast Club – From Monday 6<sup>th</sup> September**

We have made plans to restart the Breakfast Club in September. The club will generally run as it has did in previous years, although we have made some adjustments in order to make the club more sustainable and therefore more reliable for families. We expect the following arrangements to be in place:

- Our Breakfast Club will run from 8.00am until the start of the school day starting in the first full week of school on Monday 6<sup>th</sup> September 2021.
- Children may arrive at the club from 8.00am and no later than 8.30am.
- Staff will take children directly from the club to class ready for the start of the day.
- Bookings will be arranged on a termly basis and should not be altered week to week.
- We will arrange staffing rotas to meet the expected ratio of adults to children to ensure that we can run the provision safely and meet the demand for places.
- We will provide breakfast for children attending the club
- We do not accept cash or cheques, therefore you will need to register for childcare vouchers (this is a better way to pay if you can as you save money). Some employers have their own scheme or you can use the government tax-free childcare scheme (<https://www.gov.uk/tax-free-childcare>). Where at all possible, we ask that you pay a half-term at a time.
- The cost of the club will be free for children in receipt of Pupil Premium funding and will cost £1.50 per day for all other children.

### **Booking in to Breakfast Club and/or After School Club**

You must be booked into the club to attend. You need to rebook for the After School Club even if you currently have a place in the club.

Please contact Claire Tennant ([ctennant@arbury.cambs.sch.uk](mailto:ctennant@arbury.cambs.sch.uk)) to register your interest by no later than on Monday 19<sup>th</sup> July 2021 @ 9.00am for a place in After School Club and /or Breakfast Club.

To book, you will need to give your child's name, class, the days that you need for the Autumn term for the Breakfast Club and/or After School Club. We will confirm bookings before the end of term. We may not be able to accommodate requests for places in our After School Club or Breakfast Club after the deadline.

### **Thank you from school**

I just wanted to say a big thank you for your support and patience over the last year. The 2<sup>nd</sup> of September is a chance to get back a bit closer to the way things used to be before Covid-19 whilst keeping the school safe and open to children.

Please do contact us if you have questions that have not been covered in the information sent home. Senior staff will be available daily at the start and end of the school day until the end of term and in September.

Yours

Ben Tull  
Headteacher