

Dear Parents/Carers

**ARRANGEMENTS FOR TERM 1**

I hope you have all had a relaxing summer break and are ready for the start of school next week. It will be lovely to have everyone back and for us to begin to feel like a proper school again.

In line with Government guidelines, we have put lots of new procedures in place to ensure that our school environment stays safe and healthy.

**Classes**

- Each class will have a teacher and at least one teaching assistant, who will stay constant with the class.
- Each class will be part of a year group bubble and children and staff may mix and share resources across their bubble (with social distancing encouraged).
- Each child will be provided with a plastic wallet containing the relevant stationary.
- All children should have a named water bottle, which will remain in school and be cleaned regularly.
- Children may take reading books and reading record books home and use a book bag to transport these to and from school. Reading record books will have a plastic cover, which will be cleaned daily on arrival.
- PE kits should be brought to school and will be stored in the classroom.
- All homework will be set on Seesaw.

**Beginning of the Day**

- Gates will be open from 8.30am until 9.00am, allowing additional entry time to reduce congestion.
- The Robinia Avenue gate will be open but adults will not be permitted to enter the school grounds. A member of staff will man the gate.
- There will be a one way system on entering the main gate.
- If your child is nervous, you may enter the playground with them and wait on a marked cross. A member of staff will collect your child from you.
- Where possible, your child should enter their classroom from its outside door. Children in Year 3 should enter via the main door and children in Year 4 should enter via the fire door at the bottom of the stairwell.

**End of the Day**

Time	Year Group	Collection Point	Instructions
2.45pm	Year R	KS2 Playground	Parents to wait on crosses. Staff will bring children to playground
	Year 1	KS1 Playground	
2.55pm	Year 2	KS1 Playground	
	Year 3	KS2 Playground	
3.05pm	Year 4	KS1 Playground	
	Year 5	KS2 Playground	
3.15pm	Year 6	KS1 Playground	Where possible children to be met off site by parents

- Children not collected on time will not be permitted to attend the St Bots Club, unless previously booked in.
- The Robinia Avenue gate will be open and manned by a member of staff.
- Entry and exit from the KS2 playground will be via the main gate and car park. Barriers will be installed to provide one-way system.

### **Breakfast Club and St Bots Club**

- Only pre-booked children may attend.
- Booking will close at 12.00pm on a Friday for the following week to allow for planning of staffing and resources.
- Children will sit in year group bubbles and will be served food by staff.

### **Daily Routines**

- Regular hand washing and sanitising procedures will be in place.
- Playtimes and lunchtimes will be staggered, with each class having its own play equipment.
- Children who have packed lunch must bring wipe-able lunch boxes, which will be cleaned on arrival.
- No other items should be brought into school.
- Only a book bag will be allowed – no rucksacks or other bags as the cloakrooms will not be in use.

Unfortunately, parents will not be permitted onto the school grounds, except for drop-off and collection and any communication should be via email or telephone. If face to face contact is necessary, it will be by appointment only, with strict social distancing measures adhered to.

A School Diary will be emailed to all parents soon, listing proposed events for the year. Obviously, many of these will be subject to change. Until restrictions ease further, all Eucharist Services will be held within classrooms via an online link.

Please bear in mind that guidance and advice is updated regularly and we may have to amend our ways of working as we progress through the term. We will, of course, keep you updated. I look forward to seeing you all on 1<sup>st</sup> September.

Kind regards

Mrs A Chitty  
Head Teacher