



WISE
ACADEMIES
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20 May 2020

Dear parents / carers,

We hope that all families remain safe and well. I must thank you for your support throughout this crisis and know that we must work together, patiently in the coming weeks to ensure the safety of everyone in our school community.

It has been a very unusual time for us all and we are looking forward to the day where school life fully returns to normal. However, this will not be the case for some time. In the coming weeks our school will open on a reduced basis to ensure that social distancing is observed for everyone's protection. We have detailed below the plans for when children will be able to return and we will continue to update you of any changes.

The government announced that schools may be able to open to pupils from Nursery, Reception, Year One and Year Six from 1st June 2020, providing that key safety measures are met. The government has stated that they will make this decision on 28th May - we will only know then if it is possible to return on 1st June. This may mean that parents who are planning to send their children back to school, will have short notice that this will not happen. We have made plans for a return and these will be in place from whenever the government says it is safe to open our school to more children.

Thank you to all parents who completed the form with their preference for sending back their children. The form is now closed and we are able to offer every parent a place who requested one. We have capacity to increase numbers slightly, to YN, R, Y1, Y6 but the children must be in groups of 15 pupils and below. Therefore, if parents change their mind at a later date, we will do our best to accommodate this but it may not always be possible.

The safeguarding of pupils and staff remains our priority. In order for us to maintain social distancing effectively and to keep the number of people on the school site to a minimum, we are putting in place a number of measures.

Bubbles of children

Children have been allocated a bubble which is made up of 15 or less children and 3 staff. They will not mix with other bubbles at any time during the day. Your child may not be taught by their usual teacher as we have reduced staffing due to shielding and pregnancy. We have tried to keep at least one known

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adult with each bubble. We will support the children to adapt. There is a qualified first aider in each bubble.

School drop off and pick up

We would like parents of Y6 and any key worker pupils to consider children coming to and from school without an adult, if they are sensible enough to do this safely. Please sign the online form to give consent. Link to be sent out separately.

We request neighbours and families who live close by to share the drop off and pick ups. Please sign the online form to give others consent. Link to be sent out separately.

There will also be new drop off and pick up routines. These are outlined below. There is an expectation that parents will keep a safe distance from each other during the drop off and pick up and be respectful of social distancing. The staff will not come on to the yard to collect the children. The door will be opened and then children will filter in one at a time and go immediately to their classrooms.

Key Worker Children - enter via the left pedestrian gate [when facing the school from Tilbury Road] and then wait on the KS2 yard to enter and exit by the middle doors.

Start time 8.50 and End time 3.15.

Reception and Nursery Children - enter via the right pedestrian gate [when facing the school from Tilbury Road] or from the back school gate. Walk around the outdoor path to the Reception and Nursery classroom door. Parents will NOT be able to enter the building with their children. **Start time 9.00 and End time 3.00 [or 9.00 - 12.00 for morning only children]**

Year 1 Children - enter via the right pedestrian gate [when facing the school from Tilbury Road] Enter via doors at the bottom of the path . Parents will NOT be able to enter the building with the children.

Start time 8.50 and End time 3.15

Year 6 Children - enter via the left pedestrian gate [when facing the school from Tilbury Road]. Enter via doors next to KS2 / lunch hall. Parents are requested to allow pupils to come to school without an adult where safe to do so.

Start time 9.15 and End time 2.45

If children need to be picked up early for appointments etc please inform the school office, your child will then be brought to the main entrance by a member of staff from their bubble. Parents must remain outside the office.

The main office will be closed at all times.

In classrooms

The classrooms have been rearranged to space desks apart and there will only be one child per desk, where possible. This is more difficult in the Early Years. We will try to maintain social distancing as much as possible with the younger children, but the government guidance acknowledges that this is more difficult. There will be no communal sand and water trays etc. in our Early Years settings until we are sure that such resources are safe to use again. There will be no soft toys or other shared resources. Equipment will be organised so children have their own individual pack which will not be touched by other children. This again is more difficult in the Early Years. The classrooms look very different to the ones the children left in March, but we must ensure safety above all else.

If children are not following social distance rules and are putting staff and children at risk by intentionally breaking the rules repeatedly they will be sent home.

School Meals

Pupils will eat in their classrooms so that they do not need to go to the dining hall in bigger groups. Children who stay for school meals will have a packed lunch delivered to their classrooms. They will eat lunch within their own bubble and with the same staff. The kitchen will be providing grab bag style lunches for all pupils and these will be delivered to the classrooms.

Cloakrooms

Pupils will put their coats on the back of their chairs so that there are not bigger groups of pupils in various spaces across school. We ask that you do not send big bags to school as there will be limited storage space in the classrooms and we need to limit the things that go between home and school. We will pin the doors back and keep the windows open.

Breaktimes

We will stagger outdoor break times and each bubble of children has been allocated their own outdoor space to use. [we are blessed with the grounds at Hasting Hill to do this easily] They will not mix with other pupils at all when they are outside playing or learning.

Toilets

We will ensure that pupils do not go to the toilets together (e.g. at break time and lunch time). We will introduce procedures so that pupils can use the toilets individually. Each bubble of children will have their own toilets to use so they are not mixing at all. We will pin the outer toilet door open and keep the windows open where possible.

Hygiene

We have plenty of soap and hand gel available in school. Pupils will be asked to wash their hands when they first come into school and then at regular intervals throughout the day as well as lunch times. Staff will observe this process so that we are certain pupils have followed procedures. There are sinks in all classrooms. We have purchased bins with lids on for the classrooms and these will be emptied regularly throughout the day. Please support us by teaching your child to wash their hands thoroughly with soap and water so that it is not new to them.

Assemblies

These will be cancelled until further notice. Daily acts of collective Worship will take place in classrooms. There may be whole school assemblies via technology where the pupils remain in their own classes.

Whole school activities and events

There will be no whole school events such as Sports Days or end of year performances etc. There will be no events for parents until the next academic year and only when this is safe to do. We will ensure that we give the pupils in Y6 a formal send off as best as we can in these circumstances. More information will follow from the class teachers.

School visitors

In order to limit social contact parents will not have access to teachers at the beginning and end of the school day. Please contact the staff via telephone or email to discuss any matters. There will be no unnecessary external visitors allowed on the school site.

Transition to new classes and secondary schools.

We will work closely with the secondary schools to support any transition arrangements. Once the staffing for next year has been finalised, we will let you know and organise an information sheet with teacher and classroom details so that you can support your child's transition.

Learning outdoors and beyond the classroom

In order to support social distancing, we have asked our teachers to plan lessons outdoors where possible so that the pupils can be spread further apart. This means they will need to be appropriately dressed for the weather [e.g hat and sunscreen]. We will separate the outdoor equipment and allocate this to each bubble. The days will be structured each morning for the pupils with a big emphasis on basic skills and then the afternoons will be more practical and outdoors.

Uniform Expectations

Children should come to school in their school jumpers / tee shirts and tracksuit bottoms and their own shoes. We would appreciate clothes that the children can manage independently. Please try to avoid laces or zips and buttons which younger children find tricky.

Cleaning Procedures

We have asked our cleaners / lunchtime supervisors to work additional hours to spend longer deep cleaning the areas that have been in frequent use and to ensure that the toilets are cleaned regularly and that the bins are emptied throughout the day

Personal Protective Equipment [PPE]

Although the government has stated that PPE is not essential in schools, we want to protect our staff as much as possible. We have therefore purchased full PPE and will make this available to staff should they want to wear it. We will recommend that if staff cannot keep 2m apart from pupils, e.g when changing nappies or administering first aid, that they wear full PPE for their own protection. The advice is that children should not wear face covering as they will not be able to do this safely. We understand that some parents may want to send children back to school in face masks. If this happens, and they take them off during the day, staff will NOT fit them again for pupils. If parents wish their child to wear protection, it must be supplied from home and fitted by the children independently.

What happens if someone becomes ill at school?

If anyone becomes unwell with a new, continuous cough or high temperature in school they will be sent home immediately and advised to self-isolate for 7 days. The rest of the household should self-isolate for 14 days. Whilst awaiting collection, your child will be isolated and the staff member who is supervising will be wearing full PPE

What if there is a confirmed case?

Any child over 5 or any adult with symptoms of the virus will be entitled to a test. When a child or member of staff test positive, the rest of their group (bubble) will be sent home to self-isolate for 14 days. The other household members do not need to self-isolate unless their child displays symptoms.

How can you support?

Please ensure that children bring no bags or items from home except their own labelled water bottle that will be stored in their own personal tray on their table top.

Please ensure that no children are sent into school with symptoms –cough, throat, temperature etc and self-isolate according to NHS guidance until fully recovered and safe to return for everyone's safety.

Please send your child into school with clean clothes each day - this is recommended in the guidelines to prevent any spread of the virus.

I make no apologies for the length of this letter as the safety of your children and the staff is our main concern. The return planning has been complex but we hope that if you have decided to send your child back to school, you feel the safety measures in place are thorough. There will be no action taken and there will be no risk of a fine if you decide not to send your child back to school. It is a personal decision and we will respect your views either way.

Please let us know if you have any further questions via Class DoJo / email/ Facebook. We may not have thought of everything, so please let us know if you feel that we have missed any information - this really is a team effort and we want to get it as right as we can. We need to work with you all to ensure this process is as smooth as possible for everyone.

Take good care of you and your families and hopefully we can all return to normal very soon. With the very best of wishes.

Miss Fountain and Mrs Robson