



SHILLINGSTONE C.E. PRIMARY SCHOOL

GROWING TOGETHER · TOGETHER WE LEARN

Head Teacher: Mrs J Whitehouse-Sharpe Augustan Avenue · Shillingstone · Blandford · Dorset · DT11 0TX
Telephone & Fax: 01258 860446 email: office@shillingstone.dorset.sch.uk web: www.shillingstone.dorset.sch.uk

Thursday 9th July 2020

Children returning to school in September

Dear Families,

The Government has now published some guidance on the full opening of schools in September. I have spent a good deal of time reading and considering how this will work for our school and hope this letter gives you all the information needed for your child's return in September.

The expectation is that all children will return to school full-time from the beginning of the Autumn Term (we have an alternative plan for the new Reception starters – please see the appendix if your child is a Reception starter). The usual attendance rules apply, in that all children are expected in school, full time. The school will require a telephone call on the first morning of your child's absence if they are unwell and the school will need to know immediately if there is a suspected case of Covid-19. All children will be required to wear school uniform (please see the school website for the link to purchasing school uniform). All children are expected to come back to school on the first day of the Autumn term, Monday 7th September.

The school day

- The school will be open for normal hours (doors open at 8:40am – see below that staggered opening drop-off times);
- Registration is at 9am;
- End of school day is 3:15pm.

There will be some changes to entry and exit from the school site:

- There will be a staggered drop-off time in the morning (to ease congestion) –
 - Families who have more than one child to drop-off (siblings) 8:40am – 8:50am;





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- Families who have only one child to drop-off 8:50 – 9am;
- Please adhere to social distancing rules when dropping off and picking up your child at the end of the day from the different exits;
- Please only use the 'No parking/drop off zone' if you are dropping off and not getting out of the car yourself. This area is not a parking bay. Please use the school car park if you are parking your car;
- Jungle Class (Reception and Year 1) will enter and exit through Jungle Class side door;
- Woodland Class (Year 1 and 2) will enter the school through the main entrance and exit through the hall side door;
- Ocean Class (Year 3 and 4) will enter and exit through the school main entrance;
- Desert Class (Year 5 and 6) will enter through the fire exit door of Desert Class;
- All parents and children will enter through the main school gate (nearest to Maypole Nursery and exit through the main gate nearest the hall). Desert Class parents will be able to exit the school site through the gate nearest the bicycle shed. (Please see the map attached to show this one-way system). In September there will also be signs in place on the school site for you all to follow;
- Gathering at school gates and otherwise coming onto site without an appointment is not allowed. (No parents in the school building. If there are any parental queries, please telephone or email the school office);

Systems of controls we will have in place:

- We will need to ensure that those who have Covid-19 symptoms, or have someone in their household who does, do not attend school;
- Children and staff will be asked to clean hands thoroughly more often than usual; there will be hand sanitiser in every classroom;
- We will be ensuring good respiratory hygiene by promoting 'catch it, bin it, kill it' approach;
- We will introduce enhanced cleaning throughout the day and in particular cleaning tables before/after lunch;
- Children to work in class bubbles (please see the table below). All children will be encouraged to keep their distance within groups as much as possible;





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- Teachers and other staff will operate across different classes and year groups in order to facilitate the delivery of the school timetable.

Class bubbles			
Jungle Class	Woodland Class	Ocean Class	Desert Class
Reception Year 1	Year 1 Year 2	Year 3 Year 4	Year 5 Year 6
Mrs Bray Mrs Panther Mrs Skakich Ms Forsey (am) Miss Ryan (pm)	Mrs Hillier Mrs Bray Mrs Allsop	Mrs Swaffield Mrs Higgs Mrs Suter Ms Forsey (pm)	Mrs Vail Mrs Higgs Mrs Wood Miss Ryan (am) Ms Forsey (pm)
Children in this bubble group will be spending play and lunch times together.		Children in this bubble group will be spending play and lunch times together.	Children in this bubble group will be spending play and lunch times together.

Measures in the classroom:

- In class, the children will be seated side by side facing forwards rather than face-to-face or side on, where practicable;
- Bubbles will be kept apart, meaning we will be avoiding large gatherings such as assemblies or collective worship with more than one bubble;
- For individual and very frequently used equipment, such as pens and pencils, children and staff will have their own items and will not be shared. Classroom-based resources, such as books and games can be shared within a class bubble and will be cleaned each day. Resources shared between bubbles (sports equipment) will be cleaned between each class bubble use. Outdoor play equipment cleaned each day.
- Children will be eating their packed lunches in their classroom with tables being cleaned thoroughly before and after lunch.





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- Class bubbles will be having staggered break and lunch times so that they do not come into contact with each other.

Lunches

- Local Food Links will be providing packed lunches only for the first half of the Autumn term (no hot school dinners);
- Children in Reception, Year 1 and Year 2 are entitled to a 'Universal infant free School Meal'. The school office will assume that you require a packed lunch from the first day back unless we receive an email to the school office before Friday 17th July 2020. Please also ensure that the office is aware of any dietary requirements;
- Pupil Premium children are also entitled to a free school meal. We will ensure that a packed lunch is provided for these children from the first week back. Please ensure that the office is aware of any dietary requirements before Friday 17th July 2020;
- If your child is bringing in a packed lunch, it would be very helpful if it was brought in a container that can be washed out every evening (plastic rather than fabric);
- Your child will need to bring in their own water bottle.

Breakfast Club

The school will be able to provide a breakfast club. We are aware of how important this child care is, in order for parents to get to work early, however it will be different from the previous arrangements:

- Breakfast Club will be from 8am – 9am;
- It will be held in the school hall. The hall will be divided into three 'class' sections. One area for children from Jungle Class and Woodland Class, one area for children from Ocean Class and the last area for children from Desert Class. The children will not be able to swap groups.
- There will be no breakfast provided by school. Children can bring breakfast items to the club but it must be in as sealed container and the staff member will not be able to cook/toast any items;
- Breakfast Club will be charged at a reduced cost as the school is not providing food. The cost for this is £3.00 per child, per session.





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- Please ensure you have emailed the school office at least a day in advance if you require your child to attend Breakfast Club. You will not be allowed to turn up without prior booking, due to us needing to plan staffing carefully.

Illness concerns:

It is **imperative** that if your child shows any symptoms of COVID 19 that they **stay home**. The main symptoms of coronavirus are:

- a high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature);
- a new, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual);
- a loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal.

If a child shows any symptoms in school, parents will be contacted and will be expected to collect **immediately**. Children will be isolated from other children until parents arrive. They will then need to stay at home for the appropriate time and immediately get tested for Covid 19.

- The government advise that it is not appropriate for staff or pupils to wear face masks in school, nor would we want them to, however if a child is displaying symptoms then the supervising staff member is advised to wear PPE whilst waiting for parents to collect.

Please be aware that these are ever changing times and the above plan is in place according to government guidance today. If the guidance changes over the Summer holiday, I will contact you again.





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The above plans will be reviewed regularly during the Autumn Term but we are expecting that the plans set-out above will be in place until at least October half term.

Thank you for all your support during this very difficult time. I look forward to seeing you all in September and hope that you all have a fantastic Summer holiday.

Take care and stay alert.

Yours sincerely,

Jane Whitehouse-Sharpe
Headteacher





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Appendix for new Reception starters in September

In our letter, dated Wednesday 17th June 2020, we set out our plans for the start of term in September. Please see below the finalised information regarding this.

Mrs Bray has been busy talking to pre-schools to find out as much about the children as possible. If you haven't had a chance to complete the 'All about me' booklet, we would appreciate you returning these to the school office by Friday 17th July.

As the children had not had the opportunity to come into school during the Summer term, we have planned a graduated introduction to school. The plan will be as follows;

- Monday 7th September – 1.30 – 2.45pm - Children and parents/carers to attend together for a play and welcome to school. If the weather is good on this day, this session will happen in the outdoor play area of Jungle Class so that parents can socially distance. If the weather is poor on this day, this session will happen in the school hall. In either case, it is important that only one parent comes along to this event, so that we can abide by social distancing rules. Children will have the opportunity to play together but parents will need to keep their distance. We know that this is not ideal but we hope it gives parents a chance to meet each other (from a distance!) and to ask any questions and for the children to meet their new class friends.
- Tuesday 8th – Friday 11th September – Children to attend school from 9am-12pm;
- During the first week of term, your child will be given their Universal Free School meal packed lunch to take home with them as they will be leaving school before lunch time;
- Monday 14th – Friday 18th September – Children to attend school from 9am-12.30am. This will give the children the opportunity to stay for lunch;
- As of Monday 21st September children will attend full time.

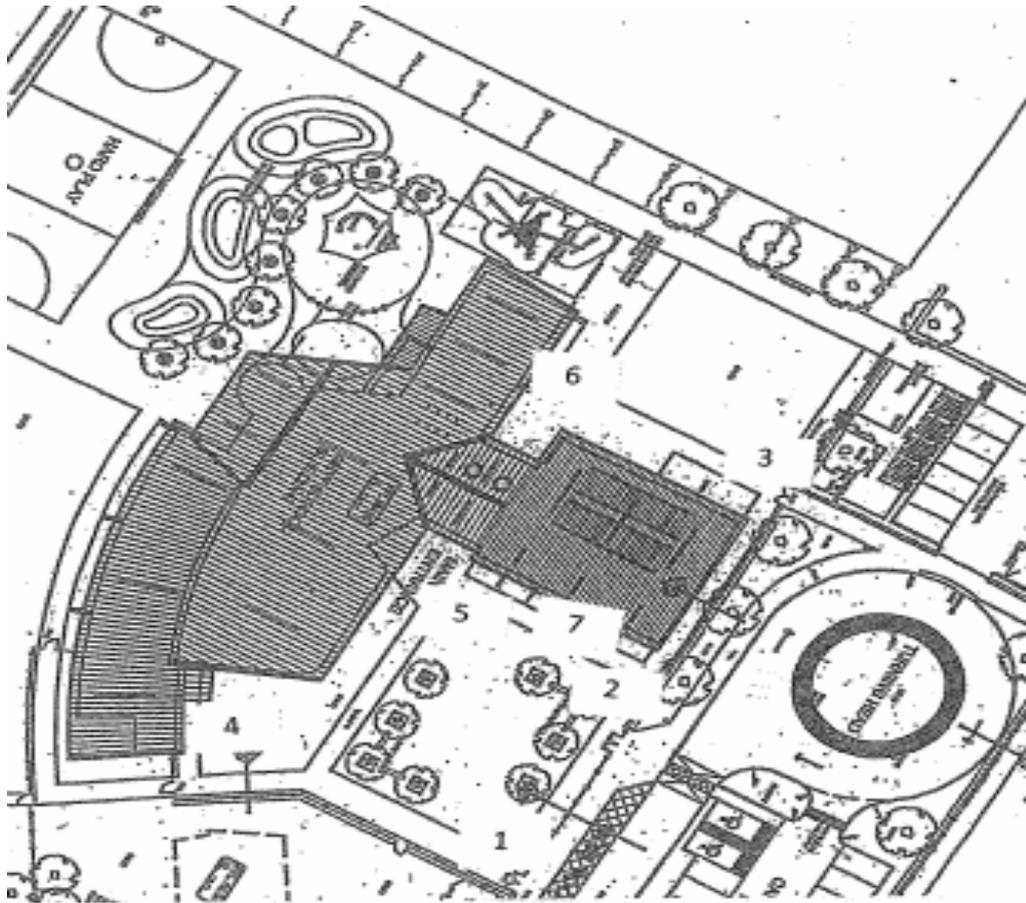




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1. Entrance gate for all children and parents
2. Exit gate for children and parents of Reception, Year 1,2,3,4.
3. Exit gate for parents of Desert Class.
4. Drop-off door for Jungle Class.
5. Drop off door for Woodland / Ocean Class.
6. Drop-off door for Desert Class.
7. Collection door for children of Woodland Class.

