

Thursday 25<sup>th</sup> February 2021

Dear Parents and Carers,

I hope that you all had an enjoyable half term break and the children enjoyed time away from their screens. This week's letter is longer than our usual newsletter as I wanted to outline our plans for all children returning to school.

### **All children returning to school Monday 8<sup>th</sup> March 2021**

As you know the Government recently announced that all children, in **all year groups will return to school on Monday 8<sup>th</sup> March 2021**. We are very much looking forward to welcoming back all of the children. The Government has published further guidance to support schools in planning for the safe return of all children and staff. At William Fletcher, staff and governors have been working to put in place a plan to enable this to happen. Our priority continues to be to maintain the highest standards of safety, reduce the possible risk of transmission of the corona virus and to protect the health and wellbeing of our children and staff.

#### **Attendance**

From 8<sup>th</sup> March, school attendance will be mandatory and our usual rules on attendance will apply.

As a reminder, your child should self-isolate and not come to school if they:

- Have coronavirus symptoms or have tested positive.
- Live with someone who has symptoms or have tested positive.
- Are a close contact of someone who has tested positive.

In line with the latest government guidance, children who are **clinically extremely vulnerable should not attend school**. If your child is in this group, they should continue to learn from home until further notice. Please provide school with a copy of the shielding letter you will have received for your child.

We will continue to stagger the start and end time of school for each key phase of children. This will help to reduce the number of parents on the school site at any one time. Children should arrive and be collected at the following times (please note timings are different to September):

	Foundation stage	Key Stage 1 Years 1 and 2	Lower Key stage 2 Years 3 and 4	Upper Key stage 2 Years 5 and 6
Start time	8.45am	8.45am	8.50am	8.40am
End time	2.55pm	2.55pm	3.00pm	2.50pm

As before, all children (and parents) must enter the school site via the Nursing Home lane.

Children should go straight to their classroom, where they will be greeted by their teachers and asked to wash their hands before beginning their morning work.

All parents and carers should say goodbye to their children on the playground and then exit the school site via the gate onto Rutten Lane.

At the end of the day parents of children in Foundation Stage should collect their children from their classroom.

Children in Key Stage 1 will be dismissed at the end of the day on the top playground. Please encourage your child to wait until the teacher has given them permission to go to you.

Children in Lower Key Stage 2 – Years 3 and 4 will be dismissed from the following playgrounds:

- Children in Owl and Red Kite class will be dismissed from the top playground.
- Children in Kestrel class will be dismissed from the entrance on to the bottom playground.

Children in Upper Key Stage 2 – Years 5 and 6 will be dismissed directly from their classrooms.

If you have children who are in different classes, you should bring your children at the earliest time and collect at the latest time. For example, if you have a child in Year 1 and a child in Year 5 you should bring your children to school at 8.40am and collect them at 2.55pm (see table above).

Due to the large numbers of children and parents, we need to manage the school site very carefully. As such, we respectfully ask parents to leave the school site quickly and not to gather on the school playground or on the pavement outside the school gate. In this way we can aim to keep everyone safe.

Please encourage your children to cross the road using the zebra crossing and to keep to the pedestrian side of the Nursing Home lane.

We also ask that you do not park opposite the entrance to the Nursing Home lane or drive up the lane.

We continue to welcome children cycling and scootering to school. However, as there will be large numbers of people accessing the site, all children should walk with their cycles and scooters once they are at the lane.

Fortunately, we will have members of staff and governors outside at the beginning and end of the day to remind everyone of the procedures.

On entering the school site, we ask that you wear a mask, this additional measure will help to protect our school community.

In completing our risk assessments (based upon Department of Education guidance), we will continue to operate the same procedures we had in place in September:

- Contact between children and adults will be minimised by the continued use of class 'bubbles'.
- Children will stay in their designated classroom and outdoor space throughout the day.
- Staff will not move between bubbles (the only exception to this will be myself, Mr Lister and teachers covering PPA or staff absence).
- We will continue to use the one-way system to access the school site. This means that parents and children will enter school via the Nursing Home lane entrance, and that

children will go directly to their classrooms, with parents exiting via the pedestrian gate onto Rutten Lane.

- Only one parent per child will be allowed to accompany their child to school.
- Please do not arrive too early or arrive later than your specified start and end times
- Parents and carers **will not** be able to enter the school building. Parents who wish to speak to their child's class teacher should make an appointment to speak on the phone, or contact the school via the office email.
- Parents and carers **should not** congregate within the school grounds.
- Movement around the school will be kept to a minimum.
- Children in Years 1- 6 will have their own workstations and their own equipment.

We recognise that it is almost impossible to enforce social distancing for our children in Foundation Stage.

Parents must be advised that we cannot guarantee that all children will respect the rule of social distancing in other year groups, we will however reinforce the rule that children should not touch each other.

### **Implementing protective measures**

The school will follow the guidance issued by the Department for Education to implement protective measures. We will need your full support in ensuring effective protection control.

To this end:

- Children and adults with symptoms (new, continuous cough or a high temperature, loss of smell and/or taste) **MUST** stay at home and, take a test and self-isolate. **You must inform school immediately.**
- We have an established clear protocol if a child or member of staff displays symptoms during the school day:
  - Removal of child / staff member from class and sent home.
  - This child /adult must be tested as soon as possible.
  - Parents of other children in that 'bubble' will be informed if they test positive with COVID-19 and will therefore need to stay at home and self-isolate.
- Washing hands more regularly than usual throughout the day for 20 seconds with running water and soap.
- Good respiratory hygiene practices including "*catch it, bin it, kill it*".
- Regular cleaning of room and resources.
- Classrooms and other learning areas will be kept well ventilated.
- Staff will complete Lateral Flow tests twice a week and results reported to school and the DfE.
- Removal of any items in the classroom which are difficult to clean.
- Limited sharing of resources and children to have their own stationery provided by school.
- Clear protocol for staff to follow social distancing guidelines. We ask all adults on the school site to comply with the 2m distancing rule.

### **Will staff wear masks?**

Guidance from the DfE says that PPE does not need to be worn in Primary Schools by all staff.

Where we have members of staff who are more vulnerable, they will wear a face shield to protect themselves, this will be carefully explained to the children. Staff will also wear PPE if

a child is unwell and displaying symptoms of COVID-19 or if dealing with intimate care needs.

### **What will the curriculum be for children attending school?**

We recognise that time away from school will have been different for different children. We will be addressing children's mental health and wellbeing and providing support where this is required.

We will continue to provide an exciting and varied curriculum for all of our children at William Fletcher. We know that this will motivate all of our children to do their very best. At the same time, we will assess where children have gaps in their English and Maths skills and work towards remedying this through using a range of strategies.

### **What happens if your child has to self-isolate?**

If your child needs to self-isolate because they have been in contact with someone who has corona virus, we provide home learning via google classroom.

### **School meals**

Our school kitchen will open from Monday 8<sup>th</sup> March and you should contact Fresh Start in the usual manner to book your child's meal.

### **Uniform**

All children should wear full school uniform from 8<sup>th</sup> March 2021. Uniform can be bought from the following website: <http://www.brigade.uk.com/>

Children will be able to wear their PE uniform to school on days when outdoors PE is taking place. Your class teacher will advise of this in the first week back to school. This will reduce the number of bags your child brings into school each day. Your child should bring a pair of trainers to school each day for outdoor activities.

### **What should my child bring to school?**

Children should bring their school bookbag, lunch box and water bottle to school. In the colder weather they will need to bring their coat, hat and gloves. Children should not bring their own pens and pencils, as this will all be provided by school. Each child will have their own set of stationery to use.

### **Breakfast club and After School Care**

Both **Breakfast club** and **After School care** (Energykidz) **will begin** on Monday 8<sup>th</sup> March 2021.

If you would like your child/ren to attend either of these, you must book in advance. We can no longer accept children who have not been booked.

### **Extra-curricular Clubs**

After school clubs (with the exception of Energykidz) will not take place for the rest of this term. Over the Easter break we will review any further guidance from the DfE and make a decision about the resumption of extra-curricular clubs.

### **Staff changes**

Mrs Buchanan who teaches in Red Kite class and Mrs McDonnell who teaches in Nightingale class will be working from home until the end of term. They will both be providing 1:1 support and small group teaching as part of our 'catch up programme'.

We have appointed Mrs Winnifrith to teach in Red Kite class, Mrs Winnifrith has worked in a range of schools and will teach Red Kite class until the end of the summer term. Mrs Hambridge will also be working with Red Kite class as their teaching assistant and Miss Parsons will continue to provide PPA cover.

Mr Woolly and Mrs Isles will be teaching in Nightingale class until the end of term, the children are very familiar with both Mr Woolly and Mrs Isles and we are pleased to be able to offer this continuity of teaching for the children. Mrs Moore will continue to work fulltime as the class teaching assistant. We hope that Mrs McDonnell will be able to return to face-to-face teaching in the summer term.

We are all looking forward to welcoming you and your children back to school on 8<sup>th</sup> March 2021.

We recognise that some of our children and parents may be feeling anxious about returning to school. I hope that the measures outlined above will go some way in reducing feelings of anxiety.

Over the next few days please talk to your children about returning to school. It will be helpful to remind them that they will need to wash their hands frequently during the day and practice good respiratory hygiene – the “*catch it, bin it, kill it*” approach.

Please do contact me via the school office (Telephone: 01865 372301 / Email: [office.2354@william-fletcher.oxon.sch.uk](mailto:office.2354@william-fletcher.oxon.sch.uk)) if you would like to discuss further any aspect of your child returning to school.

Kind regards



Deborah Nind  
Headteacher



Trish Amesbury  
Chair of Governors

### **Further reading**

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak/what-parents-need-to-know-about-early-years-providers-schools-and-colleges-during-covid-19>