



September 2020

Dear Parent/Carer

A very warm welcome to **2020 -21!**

I hope that you have had a chance to rest and enjoy time with your families this summer.

As you probably know, schools have received new guidance from the DFE, the most recent on the evening of Friday 28 August. I am sure that guidance will continue to change and evolve in the coming weeks and months and we will do our best to keep you informed of any changes we have to make.

I know that some of you have started to wonder about how we will make some parts of the school day work, for example, lunchtimes and Platform One. I hope that you appreciate that staff needed to take a break, that the school was closed and that we needed to wait to see whether there was any new guidance from the Government.

We were very pleased that the phased return for more year groups in June was a success. Careful planning and a detailed Risk Assessment ensured that it went smoothly. What we have learnt from this period has helped inform our plans for the coming term. Welcoming back 420 children, including 60 new Foundation Stage children, will be a bigger undertaking but we are confident that we can make it work.

We know that some of the arrangements may be inconvenient for you, and we apologise for this. For example, the staggered start and end to the day may pose problems, but we need you to work with us on this. Our priority is, and always will be, the safety of the children and staff.

I last wrote to you on the last day of the summer term with details of what we anticipated the start of this term would look like. I thought that it would be a good idea to cover this again and to clarify what you and your child can expect. There will be parts of this letter that sound a little stricter than our usual tone. This is because we need to be clear about how we are going to make this work.

Preparing the Children

The first few weeks may be very tiring for everyone, so please help by ensuring your child eats, drinks and sleeps well during the 'run-up' to the start of term. Establishing more school-like routines may support your child's return.

The Return of Different Year Groups

Year groups will return in the following order:

| | Yr 1 | Yr 2 | Yr 3 | Yr 4 | Yr 5 | Yr 6 |
|------------------------|------|------|------|------|------|------|
| Mon 7 th | ✓ | | ✓ | | | |
| Tues 8 th | ✓ | | ✓ | | | |
| Wed 9 th | ✓ | ✓ | ✓ | ✓ | | |
| Thurs 10 th | ✓ | ✓ | ✓ | ✓ | ✓ | |
| Fri 11 th | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |





Timings, Entrances and Exits

As outlined in my previous letter, small changes have been made to the timetable to allow for social distancing and handwashing. The table below at the end of this letter provides details of the new start and finish times for each class.

Accessing the Playground

We know that it may be difficult for you to get children to two different gates (which is what we did in the summer term) so we are letting parents/children use either the Wistow Way Gate or the Platform One gate. It is **essential** that people arrive and depart on time and before the next bubble are due.

We will create a zone for you and you **will not be allowed** near to the building. Please limit the number of adults dropping off/picking up, to one per family. This will help the children, staff, other parents and the wider community. We will review this procedure during the autumn. If you need to wait on the playground for another child, please stay in the waiting area.

If it would help you to feel less concerned, please feel free to wear a mask when visiting our site.

Entry to Classrooms

| Class | Entry/Exit |
|----------------------|----------------------------|
| Penguins & Magpies | Through their bifold doors |
| Elephants | Y1 cloakroom |
| Iguanas | Door onto the playground |
| Giraffes & Squirrels | Y2 Cloakroom |
| Maccaws | Bifold doors |
| Nightingales | Bifold doors |
| Flamingoes | Bifold doors |
| Cobras | Bifold doors |
| Wombats | Bifold doors |
| Armadillos | Bifold doors |
| Sharks | Bifold doors |
| Toucans | Bifold doors |

Staff will be available to help.

Parents

Unfortunately, parents can no longer gather on the site or at the entrance/exit gates or doors, to enable all the community to move freely at a distance. The only parents who are allowed to wait are those collecting other children.

You are responsible for your children when they are not with a member of staff. They should stand with you and are not allowed to play on the school site. They should not go on the field, mound or tyre play equipment.

We are having to put a lot of measures in place to ensure that children do not mix with other year groups so please do not let your children play with children from other bubbles in the Pirate Ship.



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Parents will not be allowed in the building (unless going to the office) and staff will need to supervise and be ready to teach. If you need to pass on a message, please email the school office on office@owps.org.uk or speak to me or Mr Marks.

School Office

Access to the School office – **we kindly ask if contact can be directed via phone or email as much as is practically possible.** The Office Staff will be available via the Entrance Area however this will remain closed and provide a screen for the staff. In an emergency please do feel able to come to the School office – social distancing will apply. We will be very pleased to arrange a call back or follow up from the relevant member of staff. Face to face meetings will need COVID-19 safe considerations, however again this can be planned for.

If you need to speak to the office staff during your time on site, please adhere to the notices in the Reception area and wear a mask. For the first half term at least, visitors will be extremely limited and other methods of communication will be prioritised.

As a school that prides itself on offering a warm welcome, we will find this especially difficult.

Transport

Please walk or cycle to school where possible.

Curriculum

Our recovery curriculum will continue to be both broad and balanced and will also enable timetabled space for discussion, establishing routines and building relationships. The teachers have continued to plan exciting and purposeful opportunities during the summer, and we are looking at how we can make what is taught even more memorable.

Bubbles

The children will work in class bubbles for the majority of the time and in year group/Unit bubbles when this is not possible, such as during playtimes. We will encourage the children to socially distance from each other though young children find this especially difficult and compliance cannot be wholly expected.

Illness, Isolation, Testing and Notification

Please read the letter that accompanies this one. We are promoting and using the Test and Trace system. It is vital that your contact details are up to date, so please complete the previously issued form or let the office know that there have been no changes to information held by the school.

If your child becomes unwell in school, we will need you to collect him/her ASAP.

Local Lockdown/Class or Year Group Isolation

If in the future there is a local lockdown or if a class or year group need to isolate (with advice from PHE), we will revert to daily emails with online work for children and will make available a collection of online resources.

Over the course of the next few weeks, children in KS2 will be taught how to access their new group's resources in the Google Classroom area. We intend to use Google Classroom for KS2 homework tasks this year and will write to you soon with more details about this.



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Break Times/Lunch Sittings

Break times and lunch sittings have been altered to keep year groups apart from each other.

We are confident that we can make lunchtimes work and have thought carefully about the procedures that we need to put in place. We are sure that these will need to be tweaked and changed in the first week or so, but for now, these are our plans:

- Classes will still get an hour for their lunch break, but as a school, we will have a two hour 'window' to feed everyone.
- The Hall will be permanently set up as a dining room as we will avoid assemblies and indoor PE for the next month or so.
- The Hall will be divided into three zones of tables and chairs, each one big enough for a year group
- Each zone will be filled one at a time.
- When all children in that zone have finished their lunch, the zone will be cleaned before it is used by the next year group
- Each class will be brought down to the hall by their class teacher at the start of their lunch hour as we want to avoid the children going out to play, getting called in for their lunch and then going out again.
- When selecting food, the children will stand away from the hotplates and the kitchen staff will plate up what they have chosen. The child will receive their plate/bowl /tray at the end of the kitchen counter.

Please encourage your child to have a school lunch, as this will make it far easier for both the staff and children.

Packed Lunches

If your child brings a packed lunch to school, they will enter the dining room with their bubble and sit at one of the designated tables, where they will have their lunch.

They will keep any rubbish, uneaten food in their packed lunch box and bring it home with them. This will also help their parents see what they have eaten.

Packed lunch boxes should be clearly labelled with the child's name and the name of their class.

Belongings

The children will continue to have personal toolkits, containing stationery and useful resources/tools. Pencil cases are not needed, though a named glue stick and sanitiser (75% + alcohol) will be invaluable if you are able to provide these.

Children must **not** bring large bags to school as they will not fit in the cloakrooms/lockers.

Water bottles must be filled at home before coming to school.

Water bottles should be named.

Please help us to limit the exchange of things going between school and home and vice versa.

Uniform

Children must wear full school uniform unless it is a PE day. Your child will be told when their PE day/s are, and a full school PE kit should be worn. PE kits must not be sent to school. We wrote to you about this last term, but here is a reminder of what is and is not allowed:



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PE Kit – Years FS – 6

| What should my child wear? | What are they not allowed to wear? |
|---|---|
| Plain White t-shirt | Other colours and t-shirts with logos, images, messages |
| Plain black or dark blue shorts | Other colours, cycling shorts |
| Plain black or dark blue tracksuit top or sweatshirt without a hood | Other colours, tops with logos, images, messages |
| Plain black or dark blue tracksuit bottoms | Other colours, tracksuit bottoms with logos, images, messages, leggings |
| Plain black, dark blue or white socks | Other colours |
| Velcro shoes (Particularly applicable to KS1) | KS1 should not be wearing laced shoes |

Welfare

This remains a challenge for some. If you need to share information about your child or a family matter, please contact the office and speak to our Learning Mentor, Mrs Johnson or to the class teacher and we will try to help. Please contact the office (office@owps.org.uk)

Platform One

The Government has now updated its advice regarding wraparound provision (Before and After School clubs) and we are able to clarify how we are going to make this work.

The most important change is this:

If it is not possible or practical to maintain the same bubbles being used during the school day (for example, if the number of bubbles in place during the school day prove impractical to adopt within the wraparound provision) then providers should maintain small, consistent groups.

This change means that we can operate small, mini bubbles within Platform One. We anticipate that this will be a FS group, a Y1/2 group, a Y3/4 group and a Y5/6 group. We cannot confirm this until later this week/the start of next week as we need to look at how many children of each age group are booked in each day.

The Coming Year

We have created a year planner and this will be sent home next week, both electronically and a hard copy. At present, we have kept many of our annual events, including assemblies, productions and the FOWS fairs. We do need to point out that these will all be under review and may be subject to change or cancellation.

Suspected COVID19 case

In the event of a suspected case of Corona Virus within a Year Bubble i.e. symptoms displayed by a pupil or Staff member (with the appropriate GDPR permissions for anonymity), the Bubble will be informed to follow the COVID-19 guidelines.





Additionally

- Enhanced cleaning remains in place during the school day
- Assemblies, unless outside, can no longer take place in the traditional format without the necessary space and we are excited to explore other opportunities. Assemblies and singing can take place outside.
- Payments for things like lunch need to be made in advance and must be done electronically. The office can no longer accept cash. *Contact us if this is a problem, office@owps.org.uk.*
- The wearing of face masks/coverings by staff or children in school will not be promoted unless doing close work, such as for medical interventions or if they are needed for health/medical reasons in the short term.
- We have always been proud of the number and quality of our clubs. Very sadly, there will be no clubs for the autumn term, as we need time to review the situation.

Everyone, (staff and parents) is adjusting to the significant national and local changes in their own way and schools have had a lot to do.

We would again like to thank you all for your very generous support and best wishes. Our OWPS PRIDE CODE (Polite, Respect, Independent, Do Your Best and Everybody Matters) has always underpinned everything that we do as a school and will help us to get through this next challenge.

We understand that this term could be hard for people and very difficult for some. OWPS parents, staff and governors are an excellent team and please me assured that **we are in this together** – and we will make it work, for us and more importantly, the children.

Again, we are delighted to be welcoming everyone back next week and we hope you had a relaxing, safe and healthy summer.

Kindest regards

Simon Eardley
Headteacher



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