



VICTORIA DOCK PRIMARY SCHOOL

Working together for your children

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Head Teacher: Mrs A. Saunders

17th July 2019

Dear Parent

I am writing to update you on our plans for September. As you will aware, we are hoping to welcome all children back to school from Wednesday 9th September. We will have a number of changes to our routines, policies and procedures. Please take time to read and digest this letter – I apologise for the amount of information contained however it is important that all parents are aware of these changes.

Staggered Start/Finish times

Staggered start and end times will be in place in September in order to minimise the number of parents and children on the site at any one time. We ask that only 1 parent is on the school site at a time and if children are old enough to walk to school on their own we would encourage this. Please ensure your child is on time for their designated slot – if they are late we risk them mixing with other year groups.

	Entrance	Start time	End Time
F1	Own classroom door (am drop off) or extension door	8.45am or 12.30pm	11.45am or 3.30pm
F2	Corner door (just past reception)	8.30am	2.45pm
Y1	Own doors	9.00am	3.15pm
Y2	Corner door (just past reception)	8.45am	3.00pm
Y3	Classroom door	8.30am	2.45pm
Y4	Extension door	8.30am	2.45pm
Y5	Extension door	8.45am	3.00pm
Y6	Extension door	8.55am	3.20pm

We have had a one way system in operation over the past few months and this will continue in September. Parents should enter thorough the gate near Little Learners and leave the school grounds through the gate at the end of the school field. Parents should not congregate on the playground.

Members of staff will be available on the playground to ensure all children and parents know where their classroom is.

Curriculum

In September we will be following our 'Recovery Curriculum.' This will consist of a focus on wellbeing and mental health to begin the school year (the Transition Phase.) We feel this is vitally important as we welcome children back to school. We will then move onto the 2nd phase (Recovery Phase) where we will have a heavy focus on Maths and English in order to ensure any missed learning has been caught up. The 3rd phase (Broad and Balanced) will begin sometime after Christmas. Further detailed plans regarding this are available on our school website – please take time to read this.

Breakfast Club

We will hopefully be operating a breakfast club in September. We will be limiting the numbers of children attending this so that we will be able to distance year group bubbles. Children will be seated in their year groups (not class) bubbles and will remain seated at tables in order to minimise the number of contacts that occur.

Children will be asked to remain in their bubbles and any child who is unable to adhere to these guidelines will not be able to attend.

Breakfast club will not begin until W/C 14th September.

Further information to follow

Bubble Arrangements

Children will be based in class bubbles in September. Movement between these bubbles will be limited and will only happen when absolutely required. Staff will be able to move around school and between bubbles however children must remain in their groups to reduce the number of contacts they have and reduce the risk of spreading COVID. This will help us ensure children and adults are safe within school. We will endeavour to keep children as separate as possible in the school toilets however some sharing of toilet facilities may be necessary. Due to the nature of these class bubbles if staff absence is high we may need to close bubbles in extreme circumstances until staffing becomes available again. We will endeavour to alert parents to this with as much notice as possible.

Additional Measures

In addition to a staggered timetable and bubble distancing, we will also have other measures in place in September. We will have an expanded cleaning schedule in place where touch points will be regularly disinfected, toilets will be cleaned and areas within the classrooms will also be disinfected throughout the day. Resources will be kept within bubbles and if they are shared (e.g. P.E. equipment) they will be disinfected in between. Adults will be expected to socially distance and remain a safe distance from children wherever possible. We will of course still comfort your child if they are upset or in need of assistance. A rigorous handwashing schedule will remain in place and also regular use of anti-bacterial hand gel and the 'catch it, bin it' approach with lidded rubbish bins.

If anyone in your household has COVID symptoms we ask that all parents and children ensure that they stay at home to keep everyone safe.

Attendance will once again become compulsory in September and therefore we encourage all children to return to school. If you have any concerns or worries about this please contact us to discuss them. The usual procedures for fines for absence will once again apply.

Track and Trace

As a school we can only operate effectively and safely by following all the guidance we have been given. I attach guidance for parents from The DfE:

Schools must ensure that staff members and parents/carers understand that they will need to be ready and willing to:

- *[book a test](#) if they are displaying symptoms. Staff and pupils must not come into the school if they have symptoms, and must be sent home to self-isolate if they develop them in school. All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit*
- *provide details of anyone they have been in close contact with if they were to test positive for coronavirus (COVID-19) or if asked by NHS Test and Trace*
- *[self-isolate](#) if they have been in close contact with someone who develops coronavirus (COVID-19) symptoms or someone who tests positive for coronavirus (COVID-19)*

Anyone who displays symptoms of coronavirus (COVID-19) can and should get a test. Tests can be booked online through the NHS [testing and tracing for coronavirus website](#), or ordered by telephone via NHS 119 for those without access to the internet.

Schools should ask parents and staff to inform them immediately of the results of a test:

- *if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu*

– in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.

- if someone tests positive, they should follow the '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)' and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

DfE Schools Guidance July 2020

Routine/Behaviour

Our behaviour policy will be fully amended for September. There will be additional information contained in this in light of COVID 19 and all children will be expected to adhere to this to keep themselves and everyone else safe. Sanctions will be in place as usual with additional information for children deliberately breaking COVID rules. Please see the school website for this before the start of the Autumn Term.

School Uniform

All children should wear full school uniform from September.

After School Clubs

As we will be keeping class bubbles apart wherever possible, we will not run any after school clubs in Autumn 1. I know many children will be keen for these to start (as are all staff and external clubs.) This will be kept under constant review and we may be able to run these later in the year.

Classroom Arrangements

In order to comply with DfE guidance classroom layouts will be slightly different in September. Wherever possible tables will be put into rows so that all children can face the front. Excess furniture will be removed from the rooms. Teachers will be expected to social distance from pupils in their classes as much as possible.

Online Learning Package

As a school, we are currently working on a package which will enable us to provide work for children who may be at home during term time as they may be isolating or ill. Further information regarding this will follow at the start of the Autumn Term.

School Lunches

Lunches will be eaten in classrooms in Autumn 1 in order to ensure class bubbles are kept separate. Your child may bring a packed lunch from home or we will be running a limited hot dinner menu which can be served to classrooms. Details of this can be found on the school website.

As soon as we can move back to our normal school menu safely we will endeavour to do so.

Due to staggered lunch times children may be eating their lunch slightly later than usual. If you would like your child to bring a piece of fruit to eat at break time to ensure they are not hungry please feel free to do so (KS1 and EYFS will be provided with fruit from w/c 14th September.)

The School Office

Parents should not enter the school office unless essential – please email or telephone and we will do our very best to help. If your visit is essential then please line up outside the school office and only 1 person should enter at a time.

I will write to all parents with any further information over the summer holiday period. Please bear in mind that our plans may change with short notice depending on government guidance as well as the local Covid picture.

May I wish you all a very happy summer – I hope you all manage to spend some quality time with your families ready to return to school in the Autumn.

A Saunders

Mrs Saunders.