



## Meltham CE Primary School

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Headteacher Phil Gibbins

Tuesday 2<sup>nd</sup> March 2021

Dear parents and carers,

I hope you are all well and looking forward to a sunny weekend and more importantly, to the return to school for all pupils on Monday 8<sup>th</sup> March. I know some of you will have your own worries or concerns and many of you will be greatly relieved to get your children back into school; I hope the information laid out in this letter will help you to understand the logistics of next week's return. In simplistic terms, little will change from the organisation of the Autumn Term. The staff are busy making preparations for Monday and are very much looking forward to children returning. There's a lot to say so I've tried to set it out as succinctly as I can, however, if there is anything you are still unclear about once you have digested this letter, please do not hesitate to contact us here at school.

Kind regards

Phil Gibbins  
Headteacher

### Start and finish of the day

- The school gates will open from 8:35 am
- Start and finish times are listed in the table below and are unchanged from the Autumn Term
- The start and finish of the day will remain staggered to help maintain social distancing at busy times
- Please continue to wear a face mask at drop-off and pick-up times whilst on school grounds
- Please be on time and leave as promptly as the staggered times allow
- If possible, please can children be brought and collected from school by one parent or adult
- If children are arriving through the staff car park, please keep them close by as it is still in use.

Y	Door opens	Learning time	Classroom entrance door		Finish time	School access
R	8:35 am	8:45 am	Class 1 - Class 1 door	Class 2 - Class 2 door	3:00pm	KS1 gate
1	8:45 am	8:55 am	Class 3 - Class 3 door	Class 4 - Class 4 door	3:10 pm	KS1 gate
2	8:35 am	8:45 am	Class 5 - Class 5 door	Class 6 - conservatory	3:00 pm	KS1 gate
3	8:50 am	9:05 am	Class 7 - Class 7 door	Class 8 - Y3&4 door	3:15 pm	Car park
4	8:45 am	8:55 am	Class 9 - Year 3&4 door	Class 10 - Hall door	3:10 pm	Car park
5	8:35 am	8:45 am	Class 11 - Year 5&6 door	Class 12 - Hall door	3:00 pm	KS1 gate
6	8:50 am	9:05 am	Class 13 - butterfly garden	Class 14 - Class 14 door	3:15 pm	KS1 gate

### How will classrooms work?

- Children will be in full class bubbles, but interaction with others will be limited to reduce mixing
- In Years 3 to 6, children will be seated side by side and facing forward
- The changing reading books will be organized by your class teachers who will let you know the day books can be changed.

- Some essential small group work will take place across classes. Groups for Phonics will be conducted with the appropriate amount of social distancing
- Most children's feedback will continue to be verbal and at the point of misconception.

### Uniform & equipment

- Please send children in PE kits on their designated days. Your child's teachers will be in touch this week with details about PE or Forest School days.
- Please send your children to school with as little equipment as possible – a coat may be enough as classroom and space is limited! We will provide stationary.
- Reception and Year 1 children will need to bring a book bag.
- Named water bottles should be brought in from home and contain water, not juice.

### How will we continue to minimise the potential spread of coronavirus in school?

- Children will wash their hands with liquid soap and sanitise often throughout the day
- If you would like to send in hand cream, that is fine but please make sure it is named and be aware that children must **not** be allowed to share and it must remain in school
- If you are continuing to send your child with their own sanitizer, this will need to be kept in class
- Adults will be wearing face masks as they move around in the building
- Teaching **will not** involve face masks as it is vital that children see faces whilst learning
- Break and lunch times will be staggered to reduce numbers in our outdoor areas
- Each class will have its own outdoor area to limit mixing
- Children will move around the school less and rooms will be well ventilated
- Children will be encouraged to keep their distance from each other and also from adults
- We will operate a 'catch it, bin it, kill it' approach for tissues in classrooms;
- School will undergo an enhanced cleaning schedule including regular disinfecting of surfaces and shared equipment including toilets

### LFD (Lateral Flow device) testing

- Staff have been asked to complete twice-weekly testing to help identify potential cases of asymptomatic COVID-19 and keep the school as COVID free as possible
- You may be aware that LFD testing is to be offered to all parents of primary aged children. The intent is to limit the potential for asymptomatic cases closing class bubbles and further interrupting education for larger numbers of children. At this point, schools are not expected to allocate them to families but we have been encouraged to ask you to take part in helping to keep school as free from COVID infection as possible. If you want to take part, tests can be accessed by following this link: <https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

### Covid-19

- If a member of your household displays symptoms of coronavirus, you must keep your child and any siblings off school, isolate at home, book a COVID test online and follow the national guidance (*Stay at home: guidance for households with possible or confirmed coronavirus (COVID-19) infection*)
- If your child becomes ill at school with any symptoms of coronavirus (a new continuous cough; a high temperature; a loss or change in your normal sense of taste or smell) we will isolate them in school and contact you immediately to collect them as soon as possible and access a test. Our policies, procedures and guidance regarding coronavirus can be found on our school website

### What about remote learning?

- Remote learning in its current form will stop on Friday 5<sup>th</sup> March
- Weekly timetables, English, Maths and Topic learning will continue to be uploaded onto Purple Mash for use by families who are isolating following a case of COVID in the household or those awaiting test results

- The remote learning plan is available on the school website and provides further details of the school's remote learning offer under a variety of coronavirus related circumstances

### **Emotional wellbeing**

Until all children are here, it is unclear what (or if) there is a significant impact on emotional wellbeing. We will be doing plenty of work on this in the coming weeks, but before Monday:

- please speak to your children about things they are looking forward to and their worries or concerns
- (if you haven't already) please tell your child's teacher about their wellbeing during your parent consultation appointments this week. We will be using these conversations to help make the return for all pupils as easy and successful as possible.

### **Attendance**

- From next week, children are expected to attend school for the full duration of each day
- Absence can only be authorised in exceptional circumstances
- It is important children are on time as much of our catch-up of basic skills will take place promptly in the mornings

### **Behaviour**

- Behaviour at Meltham CE is good. Our *Good Systems* will remain in place and the children know and understand their importance. As in the autumn term, it is vital that children behave in a safe way. Our amended behavior policy can be found on the school website and reflects this

### **School dinners & milk**

- Reception and Key Stage 1 will be eating their lunch in the school hall. Key Stage 2 will be eating their dinners in classroom. Even with staggered lunch hours, it is not currently possible to feed all the children in the hall. I will update you in due course of changes to this
- Dinner payments can be made on ParentPay and any changes need to be communicated to the office by 19<sup>th</sup> March
- Mrs. Kinsey will already have been in touch with you by now regarding milk for the remainder of this term. If you are at all unclear, you can contact her in the school office by phone or by email.

### **The school office**

- School will continue to limit access to the building
- Anyone entering the building for pre-arranged emergency or important appointments will be required to wear a face mask and follow the terms of the school risk assessment which can be found on the school website
- Please contact school by phone or email for enquiries
- There is a box outside the school office for you to drop any communications into

### **MSO (Meltham School's Out)**

- If your child has previously had a place at MSO, this will continue. You should have received communication about the club already and if you have further questions, please contact them direct.