



Howard Primary School

29th May 2020

Dear Year 6 Parents/Carers,

Re: More detailed school re-opening arrangements

I hope that this letter finds you all safe and well. As you would have seen in the press, schools are opening in a limited capacity for some year groups from 1st June. Whilst we miss our children terribly and very much look forward to seeing them back again, we ask all parents and carers to understand that this partial re-opening cannot be “business as usual” and school as we have previously known it will not be able to resume immediately. The rebuilding and recovery process will take time and we appreciate your co-operation and understanding in this regard.

Thank you for completing the survey regarding whether you will be sending you child into school next week. The following information is important for all parents and explains how we will be arranging the school day. The Health and Safety of our pupils, staff and parents remains the most important factor and will always be our priority. For these reasons, we have made careful decisions about how we will begin to reopen.

How will children be taught?

Children returning to school will be organised into groups no larger than 13. Whilst we would have liked for the children to be taught by their usual class teacher, due to reduced numbers of pupils and staff available, **your child / children may be taught by an adult who was not their teacher at the time school closed in March**. Each group comprising pupils and staff will be called a bubble i.e. red bubble, blue bubble. There will be designated areas (such as toilets and play areas) for each bubble colour. Pupils from one bubble group will not be able to use the areas allocated to a different bubble. Children will stay in their designated classroom each time they attend school. They will eat their lunch in that classroom and **the bubbles will not mix**. There will be regular cleaning of table tops, door handles and other high contact areas throughout the day. This system, we hope, will allow us to maximise the social distancing opportunities available throughout the school day.

Year 6 pupils may attend school from **Tuesday 2nd June** as Monday 1st June is a school INSET day. They will be able to come into school on **Tuesday 2nd June, Wednesday 3rd June and Thursday 4th June**.

The following week, Year 6 will be able to come in on **Monday 8th June, Tuesday 9th June, Wednesday 10th June, Thursday 11th June**. **School will be closed every Friday in order to conduct an additional deep clean of the areas that have been used.**



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Dering Place, Croydon, CR01DT
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The children will enter through different entrances to ensure there are no gatherings around doors and entrances into school. We will be in touch to tell you which bubble your child will be in shortly.

Blue Bubble- Children will enter through the blue gate next to Mr Downing's office near the school hall. It will be labelled 'Blue Bubble'. Children will be able to enter at 9am and collection will be at 3pm.

Red Bubble-Children will enter through the emergency exit to the left of the main office. It will be labelled 'Red Bubble'. Children will be able to enter this door at 9.15am and collection will be 3.15pm

A member of staff will meet the children at their allocated gate. Please note the following important procedures for drop-off and collection:

- **PLEASE DO NOT ARRIVE EARLY TO DROP OFF YOUR CHILD OR COLLECT YOUR CHILD.**
- **PLEASE LEAVE IMMEDIATELY ONCE YOU HAVE DROPPED OFF YOUR CHILD OR AFTER COLLECTING YOUR CHILD.**
- **IN ORDER TO SUCCESSFULLY MAINTAIN SOCIAL DISTANCING GUIDELINES YOU MUST FORM A LINE IN SINGLE FILE WITH YOUR CHILD AND MAINTAIN A DISTANCE OF 2 METRES FROM THE PERSON IN FRONT OF YOU.**
- **IN THE INTERESTS OF SAFETY, YOU WILL NOT BE PERMITTED TO ENTER THE SCHOOL BUILDING.**

What else do I need to know?

- If you have currently indicated that your child will not be attending school and you would like to change your mind, please could you give the school **2 days' notice** so that we can arrange for pupil and staff ratios to be correct as well as additional rooms if necessary. **Please be aware that Red and Blue bubbles are now at full capacity. This means that if you have changed your mind, any additional year 6 pupils will be placed in a third bubble (called green bubble) which will be a mix of both year 6 classes.**



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- **Parents will NOT be fined if they do not send their child into school.**
- **Only 1 adult may bring a child to and from school.**
- **School will be shut every Friday for additional deep cleaning of specific areas.**
- **Parents will not be allowed inside the school building. Contact must remain via telephone or email-howardprimaryslt@gmail.com**
- Children must bring in a named water bottle to fill up throughout the day **as water fountains will be out of use.**
- A packed lunch will be required from home for the 1st week of re-opening but after 8th June, a school dinner will be available. Please let the member of staff on the gate know, if you would like a school dinner the following week.
- Packed lunches-please ensure that as much of this as possible is disposable. Lunches will be eaten in the classroom to avoid the mixing of children and to minimise movement around the school.
- The children will wash their hands as soon as they arrive at school with soap; hand sanitiser and tissues will be readily available throughout the day.
- Please let a member of staff know if your child will be walking home on their own. Please also make sure you have explained to your children how to follow social distancing if travelling to and from school on their own.
- **Children may not bring in toys or equipment such as pens/pencils from home.** These will be provided for them in school. Each child will have a separate named tray containing all the school equipment they will need.
- Children must wear school uniform as far as possible.

We understand that this is a time filled with uncertainty and anxiety around the decisions that you will be making for your children. We hope that the above information helps to some degree in helping you to make a more informed choice about sending your child to school. If you have any further questions, please feel free to email our senior leadership team at howardprimaryslt@gmail.com.

Yours sincerely,

Jackie De Saulles
(Head Teacher)

Paul Smith
(Co-chair of Governors)

John Robinson
(Co-chair of Governors)

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