



Headteacher: Mrs M Ward

Tel: 01630 647373

Fax: 01630 647373

e-mail: head@woore.shropshire.sch.uk

admin@woore.shropshire.sch.uk

Woore Primary
& Nursery School
London Road
Woore
Crewe
Cheshire
CW3 9SQ

19th May 2020

RE: Arrangements for school reopening

Dear parents,

Following the government's announcement that schools may reopen from 1st June, I am writing to share with you the arrangements we have implemented to ensure the safety of all staff, pupils and visitors to the school. These arrangements have been put into place following a robust risk assessment process.

We are looking forward to seeing all the children once again, but I would like to reassure you that the safety of our school community is our priority. We will continue to review the arrangements we have implemented at this stage and update you with any changes as and when we make them.

I can confirm that we intend to reopen to children of key workers/children from the 'vulnerable' group list on a full time basis and we will be able to offer part-time arrangements for Nursery, Reception, Year 1 and Y6 from 1st June if the government tests indicate it is safe to do so.

Due to the numbers of children who would like to return to school from 1st June, the following plan has been made for the phased return:

	Nursery	Reception and Year 1	Year 6	Key workers/ Vulnerable Group
Days offered	Thursday and Friday	Monday, Tuesday and Wednesday	Monday, Tuesday and Wednesday	Monday-Friday
Staff Members	Mrs Wainwright/ Mrs Robinson, Mrs Gill	Mrs Hancock Mrs O'Dowd	Miss Birch Mrs McBride	Mr Davies Miss Ankers Steph (Activsports)
Class base	Class 2	Class 1	Class 3	Hall

Arrangements for the phasing in of further year groups if **at all possible**, will be relayed to you at a later date.

We recognise that some of you may have some concerns about your child returning to school and that for some children another change will be unsettling for them. We also understand that the past weeks will have been challenging for many families. If you would like to talk to us about your child and any concerns you have about their return to school, please – in the first instance – contact your child's class teacher via Class Dojo. If your child has specific SEN



needs, please contact the school SENCO, Mrs Underwood on senco@woore.shropshire.sch.uk, who will support you and your child with their return to school.

Maintaining a safe school environment

I would like to take this opportunity to inform you of the preventative measures the school has put in place in order to minimise the spread of infection. As per the advice from the government, the following actions for infection control will be in place:

- Displaying coronavirus infection control measures information posters around the school
- Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances:
 - Before leaving home
 - On arrival at school
 - After using the toilet
 - After breaks and sporting activities
 - Before/after eating any food, including snacks
 - Before leaving school
- Installing hand sanitiser dispensers/ washing stations in each class base
- Ensuring pupils and staff understand that they must cover their cough or sneeze with a tissue, then throw the tissue away (lidded bins in each base)
- Ensuring frequently touched objects and surfaces are cleaned and disinfected more regularly than usual
- Calling NHS 111 if someone becomes unwell, isolating any unwell children in a separate room/outside
- Telling staff to stay at home for seven days if they develop symptoms of coronavirus
- Small class 'bubbles' to create small group working to enable social distancing
- Modified procedures to enable social distancing such as staggering the school day and events within the day
- Modified timetable to enable outdoor learning as much as possible
- Modified safety processes such as the fire procedures, site lockdown and first aid
- Social distancing tape on flooring to move around school safely, tables set 2m apart for children to work from
- Most soft furnishings and toys have been removed from classrooms, as requested by government.
- Deep cleaning day every Thursday
- Some staff may be wearing face coverings/gloves and will always wear full PPE when looking after a child with coronavirus symptoms, supporting with intimate care or administering first aid.

Important Information for Parents/children

- Parents **must not** enter the school grounds if they are displaying any of the **symptoms of COVID-19**. If they are displaying symptoms or any of the family they live with are displaying symptoms they must inform the school immediately and self-isolate for 14 days.
- Only one parent will be permitted to drop off or pick up their children.
- Wherever possible, the same parent or carer should drop off or pick up their children.
- Children will go straight into school when the gates open to their specific class for a temperature check and hand washing.



- Parents should not congregate on school premises or at the school gate.
- Children should be brought to the rear of the school and wait at the distanced cones near their class doors.
- Parents must adhere to the set drop off and pick up times for their child's year group. They will not be let in with parents of other year groups. However, siblings may be dropped off at the same time if they are all 'eligible' pupils.
- No large bags or equipment to be brought from home including pencil cases.
- Packed lunches must be brought in disposable bags/containers and food must be easily opened by the pupils themselves.
- Children can wear face coverings if they themselves and their parents prefer them to (not for 2 year olds). We would welcome this measure.
- School aged children may take home a set of reading books which will be changed each **Monday**. Books coming from home will be kept aside for 1 week before returning them to the main book selection. Parents have also been sign-posted to the use of ebooks to enable them to read at home with their children.
- Water bottles **must** be brought to school and should be taken home daily to be washed thoroughly. They can be re-filled at school when required.
- Children must come into school each day wearing clean laundered clothing-this does not have to be school uniform.
- Parents must not come into the classrooms. Any correspondence must be at a safe distance or via Class Dojo or phone.
- If children are reluctant to leave their parents, staff will not be able to help with this. Parents must take them onto the field to talk to the children and try to encourage them to come in on their own.
- Only one parent may enter the reception area at any one time. All discussions with the administrator must take place through the glass screen.
- Payments for dinner money should be made by cheque ideally. Payments must be at least weekly but payments for longer periods of time would be preferred if possible.

As an important part of our school community, I would ask that you continue to encourage good infection control practices, such as thorough handwashing, at home and keep your child informed about the things they can do to discourage the spread of infection (e.g. practice 2m social distancing).

As per the current NHS and government advice, you should keep your child at home if they develop coronavirus symptoms for a period of seven days. Symptoms include a high temperature or a new, continuous cough. Where symptoms continue after seven days, or begin to worsen, you should call 111. If someone in your child's household has symptoms, your child must self-isolate for 14 days from the day the other person's symptoms started. This is because it can take 14 days for symptoms to appear. More information regarding symptoms and actions can be found on the NHS website (<https://www.nhs.uk/conditions/coronavirus-covid-19/>).

If you think your child may have been exposed to or has coronavirus, please contact the school on 01630 647373 at the earliest opportunity.

Arrangements for the start and end of the school day

The beginning and end of the school day are the busiest times for children and adults congregating together in one place and maintaining safe distances within normal arrangements can be a challenge. We are implementing the following staggered drop off and pick up times for when pupils return to school:



	Year 6	Rec/Year 1	Nursery	Vulnerable children/Key Workers
Start of the day	8.45am	9.00am	9.15am	8.45am
End of the day	2.45pm	3.00pm	3.15pm	3.00pm

We will not be providing an extended schools service until social distancing guidelines and social ‘bubble’ guidance changes and staff and children are not put at any risk. This means that Breakfast Club, After-School Clubs/care clubs will **not be provided** until further notice.

Arrangements for break times and lunchtimes

We recognise the importance for all pupils to have a break from learning and to enjoy time outside during the school day. Reconnecting with friends will be an important aspect of pupils settling back into school life, but we have made some adjustments to break and lunch times in order to keep our social bubbles separate. Our intention is for children to practice social distancing during these breaks, however we cannot guarantee that this will always be the case.

Children will be provided with a hot daily meal by Mrs Underwood if they are in receipt of free school meals or are in reception/year 1 or if they have paid for a school meal. The meal provided will be a **set** hot meal with no choices for the pupils (revised menu to be distributed to parents). If children prefer, they can bring their own packed lunch. Lunches will be eaten within the children’s class base in their small groups, following appropriate handwashing and cleaning of the class areas. Classroom tables and high touch areas will be cleaned before eating.

Transition arrangements

This time of year is usually an exciting time for our Y6 pupils who are preparing to move to the next stage of their education. In normal circumstances, this can sometimes be a worrying time for children and for some, with the recent time away from school, this may be magnified. To help all pupils prepare for this change and to make the move to their next school successful, we will be spending some time in the classroom talking about this to try to alleviate any concerns they may have. Virtual transition arrangements are currently being organised by the feeder secondary schools, but unfortunately there will be no move up arrangements this year.

Transition arrangements for new Reception 2020 will also look a little different this year. Either myself or Mrs Hancock will be in touch with parents of the new reception cohort to discuss your children and their transition to school. A ‘socially distanced’ meeting will take place in July where one parent may attend. This may be spread over two sessions.

School events

Please note the following events have been cancelled for the summer term:

Arthog Outdoor Educational Centre, all educational visits, Leavers/awards assembly, Swimming, Sports Days

You will be informed of any revised arrangements as they occur.



Support for pupils and families

We do not underestimate how difficult the recent weeks have been for us all and we all will have been touched in some way by the coronavirus pandemic. We recognise the need to focus on pupils' emotional wellbeing as well as their return to learning. A particular focus on this will be made in the first week.

Parents may wish to seek support for themselves from the following support agencies:

- Samaritans – call free 24 hours a day on 116 123
- National Domestic Abuse Helpline – call for free and confidential advice, 24 hours a day on 0808 2000 247
- Shelter provide free confidential information, support and legal advice on all housing and homelessness issues if you call 0330 0536 083 (please note, this is not a free phone number and your call will be charged). A free webchat is available at https://england.shelter.org.uk/get_help/webchat

I hope that these arrangements provide you with the information you need to support your child to return to school. I would like to take the opportunity to thank you for supporting the school over recent weeks and supporting your child with their home learning. This will continue in the same way for those groups currently working from home.

If you have already indicated your preference for your child to return to school from 1st June and you have changed your mind about their attendance, please contact me as soon as possible by email head@woore.shropshire.sch.uk as soon as possible so that I can make adjustments to the groupings.

Yours sincerely,



Mrs M Ward

Headteacher

