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'Every child is unique and at the heart of everything we do'

Monday 18th May 2020

Dear Parent and Carers,

The Department for Education (DfE) has now released more detailed guidance to support us with our plans for our partial reopening of school for Reception, Year 1 and Year 6. Thornhill will open for these children on **Wednesday 3rd June 2020**. This is so staff can put measures into place and complete classroom specific risk assessments. Unfortunately, due to the safety and welfare of our staff and children we are unable to reopen our Nursery provision (unless you are an essential key worker). If this changes, we will inform you as soon as we can.

Please email the school by Friday 29th May to let us know if you are intending on your child returning. This is so we can make the necessary arrangements for class provision.

In the guidance we have received, the Government have outlined the scientific evidence that the decisions are based upon and what measures schools should consider putting in place. The guidance for parents and carers can be found in full at: <https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

As a school we have carefully considered the information and guidance which has been made available to us and are working on plans to reopen school for Reception, Year 1 and Year 6. Please see below the measures we will be putting in place to ensure the safety of your children and adults within school. **For everyone to be safe in school it is vital that the routines which we outline below are strictly followed by all families.**

The school has had a thorough deep clean using Covid-19 proven products from an external company. To ensure we maintain the safety and welfare of all our pupils and staff the school will be closed on Fridays for a thorough clean by our cleaning staff in order to maintain the high standard of cleanliness and ensuring the school is clean and sterile for everyone.

Communication

We will continue using our email service and will post information on the school website. If parents and carers need to speak to someone at school this must continue to be by email. For those children who will continue to be learning at home please remember that all teachers will be in school from the 1st June, emails sent to the school office will be therefore be replied to once staff have finished teaching.

For parents dropping off at school, teachers will not be available at the classroom door to talk to at the beginning or end of the day –messages must continue to be emailed into the school office.

Mrs Bond, our Parent Support Worker, will also only be contactable by email.

Routines

On entry all children will have their temperature taken. We will be encouraging regular handwashing throughout the school day. Children will be working in small class groups up to no more than 10 children; these groups will remain the same throughout this initial period. Children will work in the same classroom



each day and where possible with the same adults. As part of the day they will spend time outside learning and taking part in physical exercise. Children are expected to wear their uniform. They do not need PE kits but may come to school in trainers. Children’s belongings will remain in the classrooms with them, this is to, where possible, maintain social distancing. Lockers and coat racks will not be used during this time. Any child who brings a mobile phone to school will need to give it to their class teacher, who will lock it away in a cupboard/drawer. No other belongings should be coming into school during this time, the only exception is a packed lunch bag. Children have designated toilets to use and a system will be used to ensure that no more than two children are there at a time.

Lunchtimes

Please provide your child with a packed lunch which will be eaten in their classrooms or outside. Children who receive free school meals, including Reception and Year 1 universal FSM, will be provided with a packed lunch each day by Aspens.

Equipment

We will provide all children who come in to school with a named plastic wallet which contains the equipment which they will require in school. This will remain in school and will only be used by your child.

Drop off and Pick up

Children will begin and end their school day at different times. This is to minimise the number of adults on the school site. Children will be split into teaching groups and allocated arrival and collection times based on these teaching groups. Please read and strictly follow the following points for drop off:

- Arrival times and collection times must be strictly adhered to. If you are late and you miss your slot we will not allow your child into school on that day.
- Parents are not to stand at the gate and chat with other parents. If you do not follow social distancing your child will not be allowed into school.
- Only one adult is allowed to drop off and where possible children who are not coming to school should stay at home.
- Year 6 – parents must bring in and collect their child each day for the child’s safety and welfare.
- Pick up and drop off will be through the entry and exit points outlined in the table below.
- Parents must stand on the outlined markings/ zones in their drop off area and children will be called by name to come into school and will be registered as they enter. Once your child is in school you must follow the markings to exit the school site quickly.

Class	Teacher / TA	Start & end of day	Entry / exit point
Year 6	Mrs Gordon, Miss Terry Ms McConnell, Mrs Candler	8.40 start 3.25 finish	<p>Start of day: Line up outside of the school gate 2 metres apart. A member of staff will take the children’s temperatures before entry. Upon instruction please follow the path to the marked out designated points ensuring social distancing. A member of staff will collect the children and take them to their classes.</p> <p>Parents are to exit the school via the school car park.</p> <p>End of day: Parents to wait individually on the marked areas on the playground nearest the gate. The children will be brought to the path and the parent will be called to collect their child. Once they have exited the next parent will be called and so on.</p>
Year 1	Mrs Morris, Miss Nolan, Miss O’Neill, Mrs Taylor Mrs Baczkowska, Miss Herber	9.00 start 3.05 finish	
Reception	Miss Henkes, Miss Mistery, Miss Knight, Miss Mead, Mrs Breheny Mrs Barford – Drew	9.20 start 2.45 finish	
Key worker’s Children	Mr Gunning, Mrs Kuevi, Miss Flannery, Mrs Luff	8.30 start 3.30 finish	



Please remember that if your child or a member of your household is extremely critically vulnerable and you are shielding, children must not come to school.

Online learning will be encouraged and links sent to you via Google Classroom so that home learning can be accessed for the year groups who have not been invited back to school. Please remember that teachers are back in school full time and therefore going to be allocating their time to teaching class-based children. For those year groups who are back to school, there will be learning provided however it will not be as comprehensive.

We are putting very clear guidance and risk assessments in place for all adults and children about returning to school. These plans are being constantly reviewed to ensure that we are complying with the most up-to-date guidance from the Government and keeping your children as safe as we can. We will change routines and behaviour as new information and guidance is provided. **However, with the controls that have been put in place at our school we still cannot guarantee that your child will not contract symptoms.**

Covid-19 symptoms

If any child displays Covid-19 symptoms we will isolate them in our medical room and call you. You must then come and collect your child within 15 minutes. It is vital that you get a Covid-19 test for your child and you isolate until you have the results of this test. If the test is negative, then they may come back to school. If your child tests positive you will need to follow the current government guidelines on isolation.

Please ensure that all the contact details we hold for the school are correct and up-to-date so that should we need to contact you we can.

We will keep you updated as and when new information or guidance is issued.

In the meantime, please stay safe, stay alert and continue to follow social distancing.

Your Sincerely,

Mrs B Waite
Headteacher

