



Littleport Community Primary School

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Headteacher: Mr A Rivett

Tuesday 2nd March 2021

Return to School Monday 8th March 2021

Dear parents/carers,

From Monday 8th March we will welcome back all children to the school! We are very much looking forward to successfully settling them all back in and it will be important to remind them of our expectations, particularly around COVID-19 safety. There have been a few revisions to our on-site practice, which I have highlighted to you below. It would be a good idea to take this time to go through these with your child(ren) ahead of Monday 8th March.

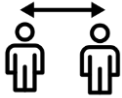
From Monday 8th March:

 School Run	- The drop-off window will be from 8.45am until 9am. - The collection window will be from 3.15pm until 3.30pm. Please aim to arrive on the school site at some point <u>during</u> the window to avoid crowds gathering at the start or end of the slot. - We want to avoid queues developing so <u>do not</u> arrive on site before the gates open. This was achieved particularly well last September so we expect similar success.
 School Gates	- <u>ALL</u> visitors to the school site will be required to wear a face covering unless there is a medical reason not to do so. - All staff greeting children at the classroom door will be wearing a face covering.
 School Gates	Drop-off: Gates open at 8.45am and close at 9am. Collection: Gates open at 3.15pm and close at 3.30pm. - Only <u>one</u> parent/carer per family to minimise the number of persons on-site.
 Attendance	- All children must be in school unless a statutory reason applies. - All requests for leave of absence will be unauthorised unless they fall within exceptional circumstances identified by the school. - Fines for non-attendance will be reintroduced again. For families anxious about returning, school staff are available to discuss concerns. Please contact us. - Children who are ill should stay at home. - Coughs and common colds will rightly be cautiously and seriously treated by members of staff for the safety of the whole school community. - We will operate year group bubbles within school to enable us to successfully deliver our curriculum offer and better support those children with specific needs to receive targeted intervention. However, this means that if a bubble needed to close, this <i>could</i> result in the whole year group being required to self-isolate at home for 10 days. - If a bubble closes, remote learning will be made available for children in accordance with our Remote Education Policy. - All children are expected to wear school uniform when they return. Children should arrive at school wearing their PE kit on the days they are timetabled to have PE. Forest School information will be sent ahead of your session.



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 Social Distancing	- Continue to maintain social distancing around the school site. - Families will follow social distancing around the school site in a one way system, entering the school grounds by one entrance and leaving by another.
 Collection	- All children in EYFS through to Year 3 will need to be dropped off and collected by somebody over 16 years of age. - Children in Years 4, 5 and 6 will be permitted to walk to and from school independently with permission from a parent/carer. If the school has not received permission or social distancing is not observed by the child, they will need to be dropped off and collected by somebody over 16 years of age. - Children in Years 4, 5 and 6 will not be able to collect younger siblings unless accompanied by somebody over 16.
 Break Time	- A whole school rota is in place so that all classes across the school have playtime with their teaching staff ensuring no contact with other bubble groups. - All bubble groups have an allocated area on the field to play in.
 Lunch Time	- School will offer a full hot menu. Children can bring in their own packed lunch from home. Children have been timetabled to collect their hot lunch from the main hall if it is required. All children from Y2 onwards will eat in their classrooms. EYFS and Y1 will eat in the main hall with social distancing in place. - Midday supervisors will be assigned bubble year groups. They will be able to stand between two classes if there is a wet play scenario. - All bubble groups will have allocated slots of time for eating.
 Wellbeing	- To enable staff to take breaks, 3 staffrooms are in operation. This means that staffrooms will not be overcrowded. - SLT are available for advice and support over 2 way radio/internal phone system. - Staff are to observe the 2m distancing between adults at all times, where practically possible. - Teachers may stand behind/next to a child to see their work if child remains looking forward. Guidance shared with staff. - Children to remain in their seats where possible to limit movement. This is not a realistic expectation for EYFS and Y1 children who will have some form of continuous provision that they can access whilst not working at group tables. Some tables in EYFS and Y1 are circular. - Classrooms and staffrooms to be ventilated with a through flow of air at all times. - Everybody will walk on the far left of corridors at all times, facing forwards and maintaining at least 1m distance when passing others. - PSHE activities will take place on a regular basis initially when children return to support their mental health and wellbeing.
 PPA	- PPA cover is designed to limit cover across multiple bubbles. - Peripatetic staff will undertake PPA cover outside wherever possible.

 Cleaning	- Site team continue to clean either before or after school each day using government guidance. - Cleaning staff have completed COVID-19 competency training. Guidance has been reissued to all staff responsible for cleaning. - Tissue boxes provided in classes to enable the 'catch it, bin it, kill it' agenda. - All staff and children to abide by the washing/sanitising hands as they enter or leave their classroom teaching space. - Tables cleaned as part of lunchtime cleaning routine. - Staff to regularly wipe all 'touched' surfaces, including toilets. - Equipment used across bubbles, such as sports, art and science equipment, should be cleaned "meticulously" between bubbles, or rotated to allow them to be left unused for 48 hours between bubbles.
 Toilets	- All year group bubbles have their own allocated toilets. - There is one Y5 and one Y6 class that share a toilet block so the staff will need to ensure that children from each class do not mix in the toilets. - Toilets will continue to be regularly cleaned.
 Breakfast and After School Club	- Breakfast Club will resume from 8th March. - We do not have the capacity at present to operate an after school wrap around care provision and are actively attempting to recruit personnel to enable this for the future. We apologise for the inconvenience this may cause. - Capacity will be restricted to 15. - You will need to book your slots (Mon-Fri) for the whole of the half term for us to manage bookings. This keeps the group consistent and restricts contact tracing across bubbles. - Booking spaces are now open and will be allocated on a first come, first served basis. If spaces fill up, a waiting list will be in operation.
 Lateral Flow Testing	- As an extra measure to limit the spread of the virus, all staff and adults regularly visiting the school site (tutors, therapists, child minders etc.) have access to lateral flow testing. - Adults are tested at home for COVID-19 symptoms twice a week and results reported to NHS Test and Trace as well as the school. - Parents/carers of school age children wishing to test their household can order a lateral flow testing kit via the following website: https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests - Kits can be delivered or collected from test sites identified via the government website.

Our revised risk assessment is available from our website which provides further details regarding the steps we are taking to mitigate the risks associated with the spread of COVID-19. If you have any questions about the measures we are implementing to keep the whole school community safe, please contact the school office via email.

Thank you for your on-going support and co-operation with our updated procedures in light of COVID-19. The whole staff look forward to welcoming the children back on Monday 8th March for a safe and productive end to the spring term.

Best wishes,



Mr Adam Rivett - Headteacher