

March 1st 2021

Dear Parents/Carers

As you are aware all primary aged children are to return to school from 8th March 2021. We are so excited to have them back as we have missed them. I am writing to outline the arrangements for return when we will be reverting back to the systems and processes we used effectively during the autumn term. Your child will come into school back into their class bubble and have playtimes, lunchtimes and breaktimes with their class. This is to avoid mixing with large numbers of other children. I am in the process of updating our risk assessment following DFE guidance and will post it on the website this week.

I also wanted to reassure you that our initial main priority is to ensure that your child is happy back in school. We have been in an unprecedented time and we will be keeping an eye on them to ensure that they settle back in and their emotional needs are met. Because your child's education has been subject to disruption over the past twelve months we will work quickly to identify what they have to catch-up so that we can support them in the best possible way. Although we will have an emphasis on key skills in reading, writing and maths I want to ensure that we have an interesting broad and balanced curriculum that fosters the children's love of learning and engages their interests. The team here will be working hard to ensure that happens.

We are holding our first virtual parents evening this half-term in the **week beginning 15th March 2021**. Please note this is a change of date and we will be in touch about booking.

Entrance and exit

The entrance and exits for school remain the same as previously with children in Year 1- 6 using them at the appropriate time for drop off. The parents/carers socially distanced waiting area remains the same. I am in the process of sourcing some new barriers for the entrance. The children in the EYFS building (FS1 and FS2) are to use the separate nursery path. Can I also thank parents/carers for their co-operation over our on-going Covid-19 control measures, we really appreciate your adherence to social distancing and the wearing of face coverings at these times. I would also like to recognise that not all people are able to wear face coverings to the same extent and the for reasons for this may not be visible to others - It is vital that all parents/carers feel comfortable accessing our site and thank you for being understanding of everyone's individual needs.



Start and the end of the school day

The start and end of the school day will continue to be staggered as before but over a shorter period of time. There are times where more people will be on site and we will need everyone to maintain social distancing of 2 metres – this includes when collecting and dropping off your child.

The start and finish times are now staggered over ½ and hour and are as follows.

Class	Start	Finish	Entrance
F1 (nursery)	8.45	3.15	nursery gate
F2	8.30	3.00	nursery gate
Year 1 (Miss Kendall)	8.45	3.15	main gate
Year 2 (Mrs Wildin)	8.45	3.15	main gate
Year 3 (Mrs Johnson/Mrs Milner)	9.00	3.30	main gate
Year 4 (Mr Haynes)	9.00	3.30	main gate
Year 5 (Miss Chantler)	8.30	3.00	main gate
Year 6 (Miss Hanby)	8.30	3.00	main gate

Siblings and childminders

We want parents and childminders to drop off only once at school so, as in the autumn term, there will be a member of the senior leadership team on the main playground. If you are dropping off more than one child they will be taken to class and supervised until the start of the day. At the end of the day we ask, whenever possible, that you pick your children up at the time of the latest finish so we are not having to take children out of class early. Please let your child's teachers know (via Dojo) if you are dropping your child early or picking them up late.

The school day and curriculum

As I am sure you would expect, safety continues to be a high priority and school will look very similar to when we closed on 4th January.



Children will continue to be taught in regular classes, however these classes will be the same 'bubbles' as they were during the autumn term and kept apart from other year groups at break times and lunchtimes. They will be taught by their designated class teacher. Classrooms will continue to contain desks which are forward facing only and children will be seated in pairs. Lessons are wholly curriculum based and we will deliver a broad and balanced curriculum appropriate for your child's age group and ability. There will be a big emphasis initially on child wellbeing and reading in conjunction with other subjects covered in the curriculum in order to revise and catch up on any work missed over the latest lockdown. Children will access the ICT suite again during the school day, however PE will continue to only be taking place outdoors, so please ensure that your child comes to school dressed in the appropriate kit on the days they do this. If the weather is inappropriate for PE, a PE theory based session may be done instead. Please send your child in their PE kit on the days they are required to bring it. These days will be the same as they were in the autumn term unless your child's teacher advises otherwise.

Breaks throughout the school day will continue to be staggered and each group will have an area to play in. Each group will only access their zone and classroom, so they will not mix with other adults or children in any other year group in school. Toilets are available in each area, so mixing continues to be kept to a minimum. Children will be reminded of social distancing throughout the day. There should be no need for a child to bring a bag to school unless it contains medical necessities or a packed lunch. Children may bring a healthy snack (cereal bar or piece of fruit) to have at break, but this must be kept with them. KS1 and Early Years children will have a portion of fruit provided on a daily basis.

Equipment

Some unnecessary equipment remains removed from classrooms to account for the new layout. However, essential resources for delivery of the curriculum remain in place. Resources have also been organised to minimise child to child contact. Children will be given their own set of resources - this will minimise the sharing with others. Pencil cases should not be brought in from home. Each group will have their own playground equipment that will be cleaned on a regular basis and not shared with other groups.



Children will need to continue to bring their own labelled water bottle into school and take this home to be cleaned ready for the next day. Children should avoid bringing any unnecessary equipment into school, however coats are allowed and should be kept in the cloakrooms. If it is a hot day, sun hats may be brought in but your child must be responsible for these.

Hygiene

Children will be reminded of the need for good personal hygiene and asked to clean their hands for 20 seconds at regular points during the day – this will include before and after breaks and lunch. Additional hand sanitiser units remain in place around school to help with this. The 'catch it, bin it, kill it' approach will be continued across school and your child will be expected to adhere to this throughout the day as much as possible. Lidded bins are provided in every classroom along with tissues, hand sanitiser and cleaning products. All staff have access to PPE equipment should this be required for intimate care and first aid.

Communication

Please continue to communicate with school via phone, email info@ravenfieldprimaryacademy.com or Dojo. Communication in person remains by prior appointment only. No one will be able to access the school building without a pre-arranged time being in place. Medical records for children continue to be in place in their respective classes. **It is important that any changes in medication or dietary needs are communicated to school before your child returns on 8th March.**

Cleaning

Each classroom will continue to be cleaned after the school day and after the school and a reactive cleaner will be on-site throughout the day to clean regularly used surfaces. Cleaning products are available in all classrooms and teachers and teaching assistants will be cleaning surfaces throughout the day as and when necessary.

Lunchtime

As before lockdown, all children in school will receive a choice of a hot meal or a grab bag containing a home-made biscuit, a drink of juice, a sandwich (choice of ham, tuna or cheese) and a packet of crisps. Any



allergies will be taken into account and the bag altered accordingly. We strongly encourage your child to have a school lunch, especially when entitled to a free meal. Packed lunches will be allowed, but will continue to stay with the child in the classroom. Children will eat with their class in their bubble and the hall will not be in use. In the event of wet weather, children will spend lunchtime with their group in their classroom space.

Illness

Any child who is ill or has a temperature will be cared for in the usual way but will need to self-isolate in a well-ventilated designated area. Parents and carers will be contacted and asked to pick them up as soon as possible. If a child or anyone in your household has coronavirus symptoms, please do not send them to school and let us know as soon as possible. Your child will be eligible for a coronavirus test in these cases and it is important we are informed of the outcome of any test promptly so we can take appropriate action. If there is a confirmed case of coronavirus we are duty bound to inform the local health protection team who will advise on further actions and inform the appropriate individuals. If anyone in your household is awaiting results from a Covid-19 test please do not send your child into school.

For administration of medicines this should be avoided within school time if possible, but for more details please refer to the updated Covid-19 'administering medicines policy' on our website which can be accessed here.

<https://www.ravenfieldprimaryacademy.com/attachments/download.asp?file=71&type=pdf>

Attendance

The government remains very clear in its approach that it expects all children to attend school from Monday 8th March. This being the case, if your child is absent from school then we are duty bound to follow up the reasons for absence. Attendance enforcement measures can be implemented, but we understand that some parents may be anxious regarding their children's return to school. To those individuals, we encourage you to talk to us and work with us to ensure you and your child feel safe to return. We have a combination of safety measures in place to ensure your child's safety – please see the comprehensive risk assessment on our website www.ravenfieldprimaryacademy.com

Behaviour



Our amended behaviour policy continues to be in place, which includes expectations around maintaining social distancing and hygiene. We will apply this with common sense, taking account of the age and maturity of the child. Details of this can be found in the Home-Academy Agreement.

Home-Academy Agreement

The Home-Academy Agreement sent to you before return in September continues to be in place. This outlines the expectations you can have of us as an academy as your child returns to school after the latest lockdown. It also outlines what we expect of your child (taking account of their age and maturity) and what we need you as a parent to do as we move into this new way of working. It is worth re-reading this to remind you of our expectations. It can be found here.

https://www.ravenfieldprimaryacademy.com/_site/data/files/EA0777CA5675779D9B8927C26083AF68.pdf

Your child's safety is our priority and we continue to put that at the centre of our back to school plans. I so am full of admiration for all of the parents, carers and families at home and the way that you have adapted to supporting your child whether they are in home or at school. I am looking forward to catching up with you all. Please get in touch if you have any more questions

Kindest regards
Caroline Coates

