

# THE RICHARD CLARKE FIRST SCHOOL

Headteacher: Mrs Kay Hanson

Schoolhouse Lane, Abbots Bromley, Staffordshire, WS15 3BT

Telephone: 01283 840206

Email: [office@richardclarke.staffs.sch.uk](mailto:office@richardclarke.staffs.sch.uk)

3<sup>rd</sup> March 2021

Dear Parents and Carers,

We are delighted to welcome all children back into school from Monday, 8<sup>th</sup> March.

For any parents and carers that are worried about their child returning, we **urge** you to please contact school so we can discuss with you a plan of support to enable your child to return to school safely. For any children with vulnerabilities, we will also work with you to provide individual risk assessments should these be necessary.

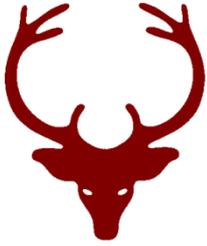
In line with the guidance, we will be settling the children back into school life and supporting their wellbeing needs after yet another extended period out of normality. Our curriculum will continue to be broad and balanced but we will have the flexibility to prioritise key content and the areas of reading, vocabulary, writing and maths – as was also the case during the autumn term. Contrary to the information you received at the start of this academic year, statutory assessments are no longer due to take place at the end of this year. This includes the phonics check for Y1, SATs for Y2 and the Multiplication Tables Check for Y4. However, teachers are still likely to assess the areas that these would have covered in order to check attainment and progress.

Our full health and safety risk assessment has once again been updated and will be continually reviewed to ensure risks are minimised. The key principles are a system of controls for prevention of the virus:

- 1) Minimise contact with individuals who are unwell by trying our best to ensure that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school
- 2) Clean hands thoroughly more often than usual
- 3) Ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- 4) Introduce enhanced cleaning, including cleaning frequently touched surfaces often
- 5) Minimise contact between individuals and maintain social distancing wherever possible, including increased use of face covering for adults
- 6) Staff now lateral flow testing twice weekly

Please read and digest the following information carefully in preparation for starting back in next week.

**If you would like support in accessing any aspect of this information please telephone and we will be more than happy to discuss and/or clarify anything for you.**



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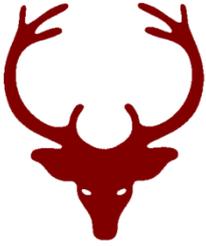
## Beginning and end of the day

We continue to request that only **one** parent is responsible for drop off and collection of children and to only bring younger siblings if there is no one at home to look after them. We politely request that all visitors dropping off/collecting children wear a face covering when passing through the site. We would ask parents to 'keep left' on paths/entrances and use all space to socially distance from each other, avoiding any large gathering. For older children, you may wish to send your children up onto the yard independently to further reduce congestion. It is vital that you avoid arriving early unless your child has brothers/sisters who need to arrive at an earlier time so that the staggered times have the desired effect. With exception to reception parents, who will leave the same way that they arrived, to leave the school site, you should exit via the red doors near the school office and not back the way you entered as was the case before Christmas.

Please could we politely request that pre-school siblings wait with parents, and do not run around the playground or courtyard mixing with other children.

	Mon-Thurs	Friday	
<b>REC</b>	9.00 - 3.15	9.00 -3.00	Please enter school via the <b>front entrance gates</b> and go up onto the main playground, socially distancing yourselves using the space on the playground. Mrs Read will welcome the children from the gate to her area in the morning and hand them back to you from the gate at the end of the day.
<b>Y1</b>	9.00 - 3.15	9.00- 3.00	Please enter school via the <b>ramp to courtyard entrance</b> and send your child straight into the Y1 classroom, where Miss Hartshorne or one of her team will be waiting. At the end of the day, enter school via the courtyard, wait socially distanced for teacher to dismiss your child from the Y1 classroom door.
<b>Y2</b>	9.00 - 3.15	9.00 – 3.00	Please enter school via the <b>steps to courtyard entrance</b> and we will send child straight into Y2 classroom, where Miss Wain or one of her team will be waiting. At the end of the day wait socially distanced for teacher to dismiss your child from the Y2 door.
<b>Y3</b>	9.15 - 3.30	9.15 – 3.15	Please enter school via the <b>ramp to courtyard entrance</b> and send child straight into the Y3 classroom, where Miss Salt or one of her team will be waiting. At the end of the day enter school via the courtyard, wait socially distanced for the teacher to dismiss your child from Y3 classroom door.
<b>Y4</b>	9.15 - 3.30	9.15 – 3.15	Please enter school via the <b>steps to courtyard entrance</b> and send your child straight into Y3 classroom, where Mr Hindhaugh or one of his team will be waiting. At the end of the day wait socially distanced by Y3/4 mobile, for teacher to dismiss child to you from classroom door.

**Please note the staggered start times and finish times, with a slightly earlier finish on Friday afternoon.**



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## Daily routines in school

- Children to be taught by their class teacher, supported by teaching assistants
- Assemblies/large gatherings in the hall continue to be suspended for the time being
- Statutory planning, preparation and assessment time for teachers will be covered by teaching assistants
- After Easter, pending a review, specialist staff will be able to teach across bubbles with appropriate measures in place

Children will remain in these 'class bubble' groups to limit mixing and will stay with these groups for staggered break and lunch times – not mixing for play with any other groups during the day.

Regular handwashing/sanitizing will be part of the daily routine and built in to the timetable.

The classroom environment has been adapted to help with prevention measures. Rooms will be well ventilated and touch points will be cleaned regularly, with additional staffing to support this.

The curriculum will be adapted where necessary to re-socialise the children and regain momentum for learning, prioritising well-being and early reading and physical development and exercise. PE will include non-contact games with reduced sharing of and increased cleaning of equipment. We will be using our outside space as much as possible.

## Lunches

**The school kitchen will be open as usual providing a daily choice (see newsletter for the latest menu).** Children will eat in different areas depending on their class – this will include eating in classrooms for KS2 and staggered dining times in the hall for reception, Y1 and Y2. Each class will also have their own designated member of lunchtime staff and lunchtimes will be staggered to support social distancing.

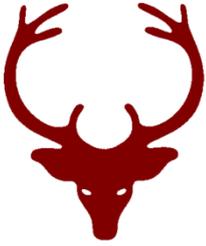
## Other points for your consideration

PE will mostly continue on the same days as before Christmas, check with class teachers.

Children should come to school in suitable PE kits on those day. We prefer school uniform and PE kit in school colours where possible. Please only relax kit if absolutely necessary. (For example they have grown out of shoes/clothes and you have been unable to shop, or extra layers for warmth on particularly cold days). This should not be the norm please.

Please don't let children bring toys/other items into school, just the minimum, eg; coat and water bottle and lunch box. They can bring a bag and school books are allowed to go home and come back. **It would be helpful if Y2, 3 and 4 pupils could have their own pencil case** (reasonably sized) containing the following:

- HB pencil
  - Ruler
  - Eraser
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- Sharpener
- Coloured pencils
- Glue stick
- Felts

*(functional plain equipment is ideal; as fancy smelly/glittery things cause a lot of distraction for some children)*

We can provide equipment, but in order for all the children to have their own regularly used stationery (to avoid sharing), it would be helpful if some children bring their own.

Other equipment can be shared within the class bubble with more regular cleaning or can be used on rota between bubbles.

We will be limiting visitors into school as much as possible. Some visitors will be permitted but only after thorough risk assessments are completed. We anticipate Rock Steady to resume for children enrolled in their lessons from Thursday, 11<sup>th</sup> March. Parents should come into the school buildings only when strictly necessary, by appointment, and ideally alone. Otherwise, we would ask you to send messages via email/Dojo or phone to your child's teacher and/or the school office.

If your child is going to be late or absent for any reason, please report to school in the normal way.

What to do if you, your child or a family member has symptoms of Coronavirus:

- **Do not** send them into school
- If a child or staff member develops symptoms compatible with coronavirus, they will be sent home
- If you, your child or a family member has a test then please report the results to school in a timely manner for us to carry out our track and trace

Strictly follow the Government guidance, see link here:

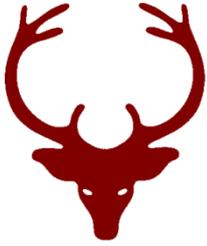
[Stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/stay-at-home-guidance-for-households-with-possible-or-confirmed-coronavirus-covid-19-infection)

The most important symptoms of COVID-19 are recent onset of any of the following:

- a new continuous cough
- a high temperature
- a loss of, or change in, your normal sense of taste or smell (anosmia)

For most people, COVID-19 will be a mild illness. However, if you have any of the symptoms above, stay at home and arrange to have a test.

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There are several other symptoms linked with COVID-19. These other symptoms may have another cause and are not on their own a reason to have a COVID-19 test. If you are concerned about your symptoms, seek medical advice.

How to prepare your children to return to school:

- Explain that routines will be largely identical to those before Christmas
- Explain they will see more adults, including parents and staff wearing face coverings around school, as they would in the supermarket
- Remind them why social distancing is important in public spaces until the virus goes away, but at home hugging and sharing is normal and ok
- Remind children about the importance of good hand hygiene
- Talk to your children about saying goodbye to you and going into the school building by themselves as you will not be allowed in with them
- Reassure the children that we will all work together to make sure it is as safe and as fun as before and that we cannot wait to see them!

Let's hope and pray we can get back to normal for the rest of this school year and beyond! Great teamwork and community spirit has got us this far and will continue to stand us in good stead for the future. If we all work together on the small things, it adds up to making a big difference for all. Thank you again for everything, our community has been amazing throughout!

We really look forward to seeing you all from Monday, 8<sup>th</sup> March.

Kindest regards,

Kay Hanson

Headteacher