

Thursday 4<sup>th</sup> June 2020



Dear Parents and Carers,

### **PARTIAL RE-OPENING UPDATE**

It has been lovely to see more children in school this week. We have worked very hard to prepare the site for more pupils to return and are regularly updating the risk assessment that is required for all schools. If you wish to view this document, it can be found on the school website.

As you know, we are continually assessing our capacity to open for different year groups, whilst maintaining our Key Worker Provision. I am very pleased to report that, **from Monday 8<sup>th</sup> June 2020, we are planning to open for Year One pupils**, in addition to the EYFS pupils who joined us this week. You will have been emailed a survey yesterday. If you have not yet completed the survey about EYFS and Year One provision, please do so by the end of **Friday 5<sup>th</sup> June, 12 noon**, so that we can advise you of your child's group.

**Key Worker parents will also need to complete the weekly survey to ensure you secure a place. If you do not let us know via the survey, unfortunately we cannot guarantee that your child will have a place.**

#### **Year Six**

We are very keen to extend our provision to enable our Year Six pupils to join us for some days. **However Year Six is not high on the government priority list so this will be reviewed week on week.** Unfortunately, we have limited classroom space to accommodate this, so we have had to be creative and would like to offer all Year Six pupils the opportunity to attend school for one day each week, for the next four weeks. Unfortunately, there will be no scope for pupils to choose which day they attend.

**Please can we ask all Year Six parents to email [admin@placefarm.org.uk](mailto:admin@placefarm.org.uk) to let us know whether or not you intend your child to return to school on their allocated days.** Mrs Farrant and Mrs Barton will be ringing parents as well.

Mr Wade will teach the Year Six bubble, and children are invited to attend as follows:

- Mondays: 6TW pupils with surnames from A to H
- Tuesdays: 6TW pupils with surnames from J to Y
- Thursdays: 6SB pupils with surnames from A to G
- Fridays: 6SB pupils with surnames from H to Y

**In opening the school to more children, we are very conscious of our staff capacity and the possibility that this could change at short notice. Unlike in more normal times, we will not be drawing on supply teachers, as we do not feel it is appropriate to bring different adults into the school at short notice. We will do everything we can to avoid it, but I need to raise the possibility that classes might have to be closed at short notice.**

#### **Year One**

We will send our Year One parents details of which group your child/children is/are in, via a private message on Class Dojo. Please note the drop-off and pick-up times and points of entry/exit for the different groups, in the table below. Please rest assured that adults will be on hand to assist you on the first morning, if you are unsure.

## Transition Arrangements

Now that we are in the final half term of the Summer Term, our thoughts, of course, turn to transition for all pupils, including our new entrants. Further details will follow in due course, but we wanted to advise you that our transition visits for all pupils will take place in the final two weeks of the Summer Term

- Transition week one: week beginning 6<sup>th</sup> July
- Transition week two: week beginning 13<sup>th</sup> July

During the final two weeks Key Worker pupils will be able to attend only two days a week with the rest of their class group. End of Year Pupil Reports will be issued electronically on Wednesday 1<sup>st</sup> July. These will include details of your child's next class teacher. Pupils will then have opportunity to come in and meet their new teacher and classroom two days in each of the last two weeks, in groups of a maximum of 15 pupils.

### Drop-off and Pick-up times and points of entry/exit:

Please note that, with more pupils entering the school, we are changing the system for Key Worker Provision. As all Key Worker groups will be in the KS2 Building, all Key Worker Pupils will enter via the back gate on Crowland Road. Families, will be allocated a group, based on the first letter of their surname, so that all siblings can be dropped off simultaneously.

Please note that for pupils in EYFS, Rainbow Class and Year One (but not Key Worker pupils), school will continue to close after lunch on a Wednesday. As we now have more groups, there will be staggered leaving times, on a Wednesday, which have been added to the table below:

Key Worker Group A: Surnames A to G Queue down the hill on Crowland Road, towards the mini roundabout	8.30am	3.15pm
Key Worker Group B: Surnames H to M Queue up the hill on Crowland Road, towards Castle Lane	8.30am	3.15pm
Key Worker Group C: Surnames N to S Queue down the hill on Crowland Road, towards the mini roundabout	8.40am	3.25pm
Key Worker Group D: Surnames T to Z Queue up the hill on Crowland Road, towards Castle Lane	8.40am	3.25pm
EYFS Group 1: Enter via the green gate to EYFS Outdoor Area Year One Group 1: Enter via the doors at the side of the school hall	8.30am	2.55pm Weds: 12.10
EYFS Group 2: Enter via the green gate to EYFS Outdoor Area Year One Group 2: Enter via the doors at the side of the school hall	8.40am	3.05pm Weds: 12.20
EYFS Group 3: Enter via the green gate to EYFS Outdoor Area Year One Group 3: Enter via the doors at the side of the school hall	8.50am	3.15pm Weds: 12.30
EYFS Group 4: Enter via the green gate to EYFS Outdoor Area Year One Group 4: Enter via the doors at the side of the school hall	9.00am	3.25pm Weds: 12.40
Year Six pupils in Mr Wade's Bubble: Queue up the hill on Crowland Road, towards Castle Lane	8.50am	3.35pm
Rainbow Class pupils (only open to pupils from the Key Worker/Critical workers/Vulnerable pupils and year groups that are attending school (e.g. possible EYFS and Year One)	9.10am	2.55pm Weds: 12.50

Please remember that we are staggering pick up and drop off times to reduce congestion on site. To minimise the number of people, close to the school, please ensure that only one adult brings your child to school and collects them at the end of the day. Please arrive promptly, but not early. If you need to get a message to your child's teacher, please telephone the Office on 01440 702836. You can also send a message via Class Dojo, but please be aware that Teachers will have limited opportunities to respond, during the school day.

## Pick up protocols:

Please follow the same social distancing procedures when you come to collect your child, at the end of the day. Children will be dismissed via the same route that they arrived at school. To minimise the number of adults near the school, please arrive promptly, but not early, and please ensure that you depart promptly, as different groups are dismissed at different times. Two metre 'queuing lines', similar to those used in supermarkets, will be marked out.

## Uniform requirements

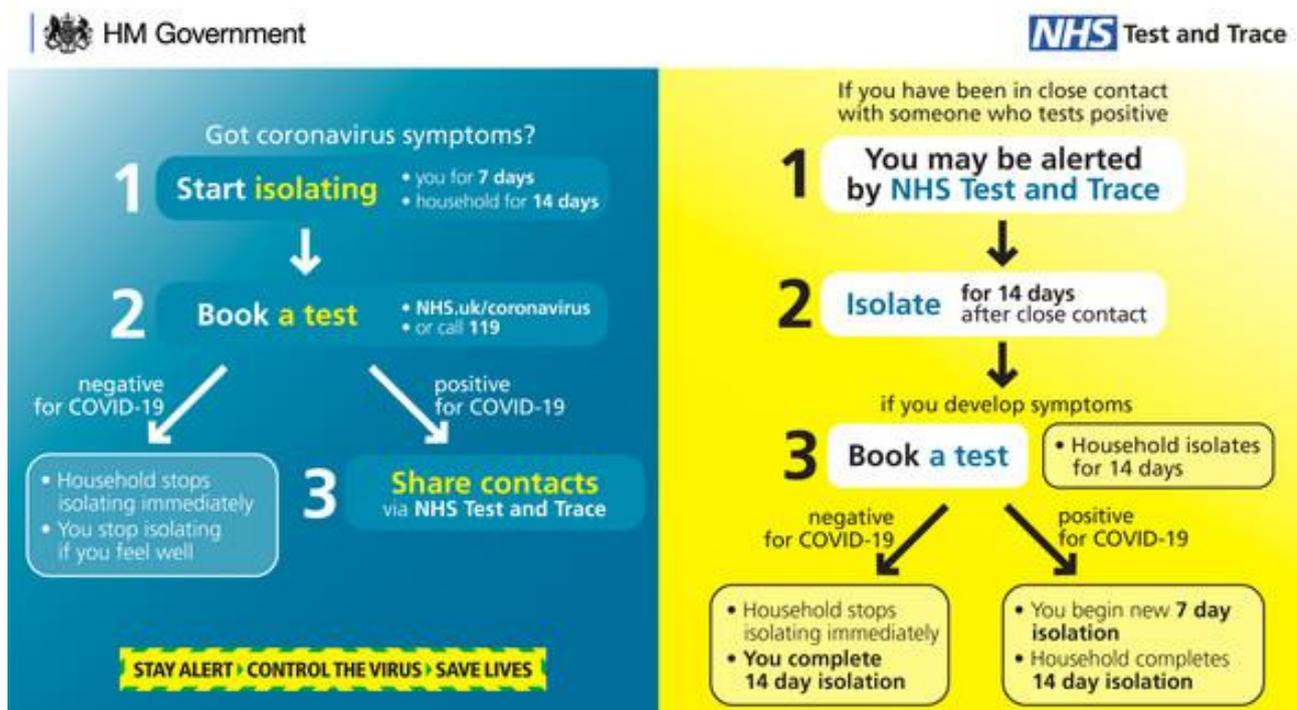
As the Government has advised that clean clothes should be worn daily, children do not need to wear school uniform.

## Lunches

Pupils can either bring their own packed lunch, or have one prepared by Vertas. This is free for pupils who receive Free School Meals, but is the cost of a school dinner for others. If you are claiming free school meals and are in receipt of the Edenred vouchers, please provide your own packed lunch to maintain entitlement to this benefit. All children will need their named drink bottle, but no other items from home.

Please remember that if your child is unwell, or showing any potential symptoms of Coronavirus, please **DO NOT** bring them to school.

You will have heard of the Test and Trace system that we are all being asked to follow. Below you will see a diagram which explains the system.



If you have a question about our plans for partial re-opening, please email [admin@placefarm.org.uk](mailto:admin@placefarm.org.uk), contact the school office on 01440 702836 or message your child's Teacher, via Class DoJo.

Thank you very much for your continued support and understanding.

Yours sincerely,

Mrs Jane Sendall  
Headteacher