

Dear parents,

As you are aware, the school must follow the Government Guidelines on social distancing and we have therefore made the following arrangements for the pupils:

Bubbles

We will be maintaining year group bubbles within school. This will allow us to continue teaching normally, including sets. Anyone who teaches the class from outside the bubble will either be teaching via a remote link into the classroom or will be ensuring they can maintain social distancing.

Start and Finish Times

We have staggered the start and finish times of the day to help us keep the bubbles separate.

Before School

Unfortunately there will be no before-school provision to begin with and we can allow no children on-site before their allotted time. When the children are dropped at the drop-off in the morning, they will walk straight to their classrooms, using the same route as they did before the Summer. There will be staff to guide the children if they are not sure.

After School

After school, we will be running junior homework club in The Savoy (enabling us to maintain distance between bubbles). This will be until 5pm Monday - Thursday, and until 4:30pm Friday (as per usual). The children will be taken to The Savoy by their class teacher at the end of the school day. Please park on the playground and come to the door of The Savoy to collect your children. Other after-school clubs might be made available but you will receive further information on those when we have arranged them with the teachers.

Siblings

If you have siblings at the school, starting at different times, you are welcome to drop them both off at the same start time. Junior teachers will be available in their classrooms from 8:30am to welcome any siblings in early. Please just let the teacher know. After school, we cannot allow children to go early but if they have siblings in the junior school, they can wait at the drop-off for their elder sibling in order to be collected together - therefore please come at the later time. If they have siblings in KG, please kindly collect from the KG and return to your car. Then drive round to the drop-off on your way out to collect your junior child/children. Junior children with senior siblings will be walked to the drop-off with their class but senior children can come and collect them and walk with them to their car if that is your preference.

Contact with the class teacher

No junior parents will be allowed on site or into any of the school buildings. If you wish to speak to the class teacher, please contact them, or the office, via email or telephone.

Uniform

Children are expected to return in full school uniform (this can be summer uniform until October Half Term). However, on PE days, the children are to come into school wearing their school PE kit as they are not permitted to use the changing rooms. Your child will bring home a timetable on their first day.

Tuck and Lunches

There is a separate email regarding lunches, but to summarise: the children will eat in their classrooms, either a school packed lunch or one provided from home. We kindly ask that you do not switch between school and home packed lunches as this will cause a problem when ordering supplies. There will also be no tuck available to purchase so please provide your child with a snack for break time. **Please also ensure that any foods from home do not contain nuts.**

Playtime

Each year group will have an allocated section on the playground to play in to ensure they are not mixing bubbles. Any playground equipment used will not be shared between bubbles and will be cleaned appropriately.

Toilets

The children will use the toilets in the main building as per usual and will be told which cubicle has been allocated to their year group. These will also be clearly labelled. No KG or senior children will be using the same toilets.

Equipment

Please provide your child with a refillable water bottle, clearly named. Children are also to bring in a pencil case, clearly labelled, which should include:

- HB pencils for writing and drawing
- Black ink pens (Frixion pens are the best)
- Quality eraser
- Pencil sharpener (preferably one which catches the shavings so they can be sharpened at the desk)
- A range of colouring pencils
- Colouring pens (optional - no Sharpies)
- A long and a short ruler
- Glue stick (Pritt Stick is the best by far)
- NOTE: we do not allow Tippex at school

The children will not be permitted to share equipment with others so it is important they come fully equipped. Pencil cases will be sent home at the weekend to be 'topped up' if needs be. If you are able to name as much as possible it will make things a lot easier. The children will be allowed to use their lockers to store their bags, as well as their desks. Children are not permitted to bring toys or other objects e.g. show and tell, other than those necessary, into school.

Lessons

All marking, reading books, homework and diaries will continue as per usual, with extra precautions in place within school. Our lessons are due to continue as per usual, however movement around the school will be limited and well organised to reduce contact with others. All assemblies will be virtual and there will be no off-site visitors coming into school.

Hand cleaning and sanitation

There will be hand sanitising stations at every entrance and exit point and the classrooms will be equipped with hand soap, paper towels and hand sanitiser. The teacher will also have disinfectant spray and will be cleaning the desks throughout the day. The toilets and other high-traffic areas of the school will have increased cleaning throughout the day too. The classroom doors and windows will be kept open where possible to increase ventilation and decrease the need to touch door handles.

Illness

Pupils should not attend school if they are displaying any symptoms of coronavirus, including a high temperature, persistent cough or a loss of taste/smell. If a pupil becomes unwell with any of these symptoms whilst at school, we will contact home immediately. Whilst awaiting collection, the pupil will be isolated from the group and supervised from a distance of at least 2 metres by a member of staff.

Attendance

Attendance at school is now compulsory so we ask for your support with this.

Swimming

Swimming for Lower Juniors is not due to commence in September. We will notify you as soon as ourselves and First Strokes feel we are able to return to swimming lessons safely.

Thank you for taking the time to read through the procedures we have put in place. Please let me know if you have any further questions.

Kind regards

Mrs J. Littlefield, Head of Junior School