



Cromford C of E Primary School
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Headteacher: Mrs Elizabeth Foster, BA (Hons) QTS, NPQH

21st May 2020

Dear Parents/Carers,

I am writing to update you on the progress we are making on our plans for re-opening, should the Government decide that we are able to reopen in a phased manner.

Firstly, whilst the Government are advising that schools should reopen to all pupils in Reception, Year 1 and Year 6, (potentially from 1st June, although this is yet to be confirmed) in addition to vulnerable children and children of critical workers, we are planning to open **only** if the safety and wellbeing of pupils and staff can be maintained.

The school is working closely with the Local Authority to ensure that our planning is comprehensive and I have shared our full risk assessment with our staff and Governors.

To update you on actions taken to date:

- Measurements of all classroom areas and teaching spaces have been taken and plans for each space developed that show how desks can be safely set out to ensure a 2-metre space (social distancing) between each child as far as possible.
- One-way systems and other control measures are being implemented in circulation spaces such as corridors and around toilet areas.
- Timetables are being adapted for all groups so that break and lunchtimes are staggered, and children can remain in their smaller groups to avoid wider interactions across the school with larger numbers of pupils and adults. Arrangements for lunch times are also being discussed with our catering and kitchen staff to ensure social distancing is maintained. This may mean that lunches are delivered to classrooms and consumed at desks.
- Other timetable changes are being made to utilise outdoor space throughout the day (weather permitting) as much as possible and on a rota basis for each class/group.
- Staggered drop off and pick up times are being developed for each group of children with different collection and pick up points to those you may be used to.
- Additional facilities are being ordered to ensure cleanliness and staff are being briefed on routines around cleaning areas throughout the day as well as cleaning staff being briefed on additional actions on a daily basis to keep our school clean and safe. You may notice additional signage in school reminding everybody of their role in keeping the school clean.
- A safe room/space has been allocated for any pupil and/or member of staff who displays symptoms of the virus during the school day and needs to isolate.

As I'm sure you will understand, we are working in an environment that has many variables to consider: the limitations of our school site, the number of staff available to supervise

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classes in school whilst continuing home learning for all other pupils, the number of children of critical workers (that varies on a daily basis), the availability of additional cleaning and hygiene products, etc.

I want to take this opportunity to reassure you that robust planning is taking place behind the scenes to ensure the safety of staff and pupils in advance of a directive being made by the Government to re-open schools, whatever date that may be.

Day to day at school

In terms of day to day running of the school, there will be new procedures in place to help reduce the risks to all members of the school community. We will endeavour to make the experience as positive as possible and recognise that children may well feel anxious.

We are currently limited in terms of how many places we can offer whilst observing 2m distancing guidance. Once we have a definite date from the Government for reopening the school to Reception, years 1 and 6 we will again contact you to ask if you require a place. The guidance is clear that we need to prioritise Key Worker Children and vulnerable children ahead of offering places to children in years Reception, 1 and 6.

Key worker children

If schools reopen as planned on 1st June, we will be offering key worker pupils provision from Monday to Friday. This will be available from 8:00am to 4:30pm each day. Please let us know if you will be using this and on which days. If we do not reopen to more pupils, then the provision may continue to be at the Hub. We are however not able to confirm either way at the moment, but will let you know as soon as we can.

Years R ,1 , 6 children

Children in Years R,1 and 6 will be offered places from **Monday to Thursday**. There will not be provision for these year groups on a Friday. This allows for a thorough cleaning of the school. If schools open from 1st June the plan will be that:

Year 6 start on **Monday 1st June**

Year 1 start on **Tuesday 2nd June**

Reception start on **Wednesday 3rd June**

Reception, year 1 and year 6 pupils who are not in the 'Key worker' group will need to attend every day from Monday to Thursday.

Year 6

Arrive between **8:45am and 8:55am prompt**.

Walk up the path in front of the school and wait on the path to the hall door. 2m markers will be in place.

Finish at 3:15pm prompt.

Please wait on the path in front of the school at 2m distance to collect the children.

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Year R and 1

Arrive between **9:00am and 9:15am prompt.**

Walk through the pedestrian gate and then wait on the yard. 2m distancing markers will be in place. Please ensure the children stay with you at all times and are not allowed to run around on the yard.

Finish at 3:00pm prompt

Please wait on the yard at 2m distance and the staff will send the children out to meet you.

Due to the planning involved in all of this, we **must** know in advance if your child will be attending. It is **not** possible for them to just turn up. Please ring us if you have an emergency situation which means you are unable to give us the required notice.

We have tried to answer some of the more common questions asked at the end of this letter – please read to the end for specific day – to –day guidance.

Please do get in contact with us if you are unsure of how this applies to you, or have specific concerns you want to discuss. There have been a vast number of documents produced by the DfE and Local Authority in the last week and we have tried to summarise the most relevant information for you in this letter.

If you need to contact the school please ring the school number, 01629 822248 or email info@cromford.derbyshire.sch.uk.

Yours Sincerely,

Liz Foster
Headteacher

Gill Donaldson
Chair of Governors

Guidance

How will you keep children safe in school?

- Hand hygiene will be insisted on and monitored
- Children will sit alone at tables and social distancing measures will be observed as far as possible. Pupil numbers will be limited to 15 in each room or pupil group (bubble). However, we are very aware that it won't be possible to maintain complete physical distance in school at all times and the children will be mixing within their 'bubble'.
- Where children don't always sit at desks such as in Reception, numbers will be limited to 15 per classroom and children will be encouraged to keep distanced from each other. We have set up with individual table stations in the both the Reception and Year 1 classroom
- In all classrooms there will be a 2m zone for staff to stand and teach from

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- Teachers won't sit close to children to help them with their work
- All soft furnishings, soft toys and learning resources with small parts have been removed from Reception and Year 1 classrooms
- All classrooms have desks at a 2m distance where possible
- Parents will not be allowed into the school building unless by prior arrangement. Your child will need to walk into school independently.
- Staff will maintain a 2m distance from all parents wherever possible
- Only 1 parents or carer can bring your child to school. If you need to bring any other children with you, they **must** stand with you whilst waiting for staff to open the classrooms and not be allowed to run around or touch the playground equipment.
- Parents must leave the school site quickly after dropping off children.

What will happen if a child becomes unwell?

- Children that display symptoms and children that live in a house with someone who is displaying symptoms should not be sent to school
- Children who display symptoms in school will immediately be removed from their bubble and sit in isolation with a member of staff until their parent or carer is able to come and collect them.

What if someone becomes unwell with COVID19?

- If either a child or adult in one of the 'bubbles' has a confirmed case of COVID 19, the whole bubble of staff and children will be required to isolate in line with Government guidance.

What about PPE?

- Following government guidance, adults in school won't wear face masks and other PPE in school. However if staff are undertaking intimate care, first aid or supporting a pupil who needs to isolate before being collected then there will PPE available. This means that your children will see staff wearing PPE at those times.

How will Play time/lunchtime work?

- Children will have staggered breaks and lunchtimes where needed – we are fortunate to have a good size grounds so they may be outside at the same time. However, the 'bubbles' of children will not be able to mix during the school day so will be playing in separate areas.
- Initially we will be providing a packed lunch rather than a cooked meal as this makes serving and distancing when eating more easily managed.
- You can send your child with their own lunch if you wish and this will be stored under their desk.

What will lesson times and 'bubbles' be like?

- Staff will be following the curriculum which is being sent home each week as part of the home learning plans.

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- Children in each bubble will be taught by a class teacher or teaching assistant. Unfortunately, we cannot guarantee this will be the same staff who were with them in March.
- Teachers will continue to plan all the lessons even if they are delivered by a TA.
- The bubbles of up to 15 children and the adults with them will effectively become your child's new class.

Will there still be home learning provided?

- We will continue to provide home learning for all pupils, but please be aware that teaching staff and support staff are going to be working in school during the day so may not be able to respond to any queries you might have as quickly.

I have a child in Reception, Year 1 or Year 6 and don't want to send them to school.

- The government have made it clear that there are no penalties for non-attendance. It is YOUR choice. However, school will not be school as you know it and hasn't been for some time.

What about school uniform and equipment?

- Children do not need to wear uniform – they should come to school in clothes which are suitable for indoors and outdoors.
- Children must wear clean clothes each day.
- Please ensure your child has a named water bottle with them each day.
- Children will not be able to bring anything else to school. Reading books should be placed in the box by the classroom door and not handed to the teachers.

What if I change my mind and decide I want my child to attend school?

- We do understand that this is a very difficult decision for many people and one that may change over time. Parents who initially don't want their children to attend and then change their mind, or have a change in circumstances, need to let school know the week before (by Wednesday at the latest) that they would like their child to return to school the following Monday. This will give us time to decide if we can put the child in an existing bubble, or if we need to start a new one.