



19/05/20

Dear parents and carers

As you no doubt know, the government has announced that it wants school to **start to plan** for re-opening to more children from the 1st June. We have been asked to plan to open first to children in Nursery, Reception, Y1 and Y6. The government has set a number of tests that they need to meet before they confirm the reopening of schools and have made it clear that schools will only open if these tests are met. We do not know for certain if we will be opening from 1st June – however, we think it is important that we share with you our plans as they currently stand.

If we do go ahead and start to re-open, we are planning that Reception children will start back on **Monday 8th June** and will attend school on **Monday, Tuesday, Thursday and Friday** up until the end of June. On Wednesday, we will deep clean the school, sanitising all equipment. Teachers will also use this day to plan for the children who continue not to come to school. At the end of June, we will review our plans and more children may be able to return full time (Mon- Fri).

You have told us that you would like more information from us about the steps we will be taking to keep children safe. Below is an outline of some of the protocols that will be in place to minimise risk.

Drop off and collection

To ensure we minimise risk to staff, children and our community we have put in place the follow procedures. It is vital that these are followed when you are dropping off and collecting your child:

- Start and finish times will be staggered to ensure we reduce the number of parents we have arriving at school at the same time. Reception children will start **at 9.00 am** and will be collected **at 2.30 pm. Please ensure you arrive on time.**
- Reception children will be in our Nursery building on a temporary basis. We will be asking parents to line up (keeping a social distance) outside the Nursery building. Once the gates open, we will ask you to leave your child at the gate. Staff will be available to support them during this transition. We ask that you say goodbye quickly and move away from the gate as soon as your child is handed over safely.
- Please do not gather outside the school gate to have conversations with other parents.
- At the end of the day (2.30pm until further notice), please line up outside the gate, making sure you are not blocking the pavement. We will hand your child over to you at the gate. Please be patient – this may take a bit more time than usual.
- Parents will not be able to come onto the school site or come into the school building, including the school office. If you need to communicate with a member of staff, please email admin@springfield.hackney.sch.uk and a member of staff will call you back.
- Please ensure you maintain a social distance from other parents when you are dropping off and collecting your child and try not to block the pavement.
- Please be on time, both for drop off and collection. If you do arrive late, we may not be able to admit your child.

- We are asking that you do not bring bicycles or scooters to school. We will not be able to keep them in school.
- We ask that only one parent or carer drops and collects your child.

The school day

The school day will be different. It certainly will not be like school days before 'lock down'. However, we will do everything we possibly can, to ensure children are happy, safe and learning.

First of all, we are not expecting or going to be asking our youngest children to remain 2 metres apart throughout the day. We all know this would not be possible or appropriate. Young children will naturally play together; hug each other and share toys and equipment. However, we are taking the following steps, as laid out in guidance by the Department of Education, to **minimise** the risk to your child and to our staff:

- We will keep children in smaller groups or 'bubbles' – these 'bubbles' will have a maximum of fifteen children. Each 'bubble' will stay together throughout the day. Children will not be able to mix 'across bubbles' or play with children in a different 'bubble'. Each group will have two adults who will stay with the group throughout the day.
- Children in the same class may end up in different 'bubbles'.
- Every morning, we will start the day by reminding children about how to maintain good hygiene practices, the importance of washing hands thoroughly and what to do if they need to sneeze or cough.
- We will ensure that there are stringent handwashing and respiratory hygiene procedures in place. Children will wash their hands with soap and water at regular intervals throughout the day, supervised by an adult.
- We will constantly remind children what to do if they sneeze or cough and ensure there is always a supply of tissues nearby.
- We will remove toys that are difficult to wash and where practical, soft furnishings.
- We will wash as much equipment as we feasibly can at the end of each day and ensure the building is thoroughly cleaned
- At regular points throughout the day, we will thoroughly clean 'contact points', e.g. tables, door handles, toilet seats and taps.
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We are asking you:

- **not** to send your child to school if they have a temperature or appear unwell. This is absolutely vital.
- **not** to send you child into school with bags or equipment from home. The only item children can bring from home is a packed lunch (if they are not eating school dinner). We ask that you put their lunch in a **plastic** lunchbox, which we will sanitise in school.
- **to** either wash your child's clothes at home each evening or send them to school wearing a new set of clothes each day. To support you with this we are not asking children to wear school uniform for the remainder of the summer term. Please send your child to school wearing comfortable, easy to wash clothes. Tee-shirts and legging/tracksuits are perfect. **Open toe sandals, flip-flops or crocs are not allowed for health and safety reasons.**

The curriculum

We will do our best to ensure our children have access to a play-based curriculum and will not be asking our youngest children to sit by themselves on a table, maintaining a 2-meter distance from each other. That may be appropriate for our older children, but not for children in Reception. There will be certain activities children will not be able to do for a while. However, we will try to find solutions and ensure children enjoy being in school and continue to have access to a rich curriculum.

What would we like you to do next?

Please send a brief email to admin@springfield.hackney.sch.uk letting us know whether you would like a place for your child in Reception by Thursday 21st May at the latest. We would really appreciate a response from everyone. We will then get back to you as soon as we can, and confirm your child's return to school date.

Once you receive confirmation that your child is able to return, please prepare them for the fact that school will be different. Hopefully they will feel excited about returning to school and look forward to seeing some of their friends again. However, do make them aware that they will be in a different building, may have different adults working with them and may not be able to play with some of their friends for a while.

Some of you have already decided that your child will not be returning yet. We understand and support your decision. Once school restarts, we will be reviewing how our systems are working on a three-week basis and if things are working well, we will invite more children to join us at the end of June. You will then have an opportunity to re-consider your decision and may then decide you want your child to return.

Please do understand that all of this is subject to change and we are working hard to deal with a very complex situation. If you have any questions, please contact us via email and we will respond. We are all looking forward to seeing more children back in school as soon as we can and hope you are too.

Please do let us know if there is anything we can do to support your child as they return. We are aware that some families may have suffered a bereavement – please let us know so we can offer your child as much support as possible on return.

Thank you for all your support over the past few months. It has been hugely appreciated.

Best wishes



Headteacher

