



27/05/20

Dear Y3/4 parents and carers

I hope you are all well and enjoying the lovely weather.

I am writing to you to explain some of the changes that we will be implementing in school after half term.

From Tuesday 2<sup>nd</sup> June, we will be increasing the number of children attending school each day. To ensure that we can increase the number of children on the school site we have to make a number of changes which impact on the children who have already been attending school over the past weeks.

We will continue to have a group of Year 3 and Year 4 children in school – mostly made up of key worker children. ***If your child has been attending school over the past few weeks, they can continue to attend.*** Year 3 and Y4 children will now form their own group in school and will no longer mix with children from different classes.

This group of children will attend school on ***Monday, Tuesday, Thursday and Friday*** only. We are asking that ***they do not attend school on Wednesday***. This is to enable us to deep clean the school on Wednesday and to plan for the children who remain at home. This is a temporary arrangement which will be reviewed at the end of June. We are expecting children to resume a full timetable from the end of June. If this causes you a particular issue, and you cannot find an alternative for childcare on Wednesday, do let us know. We may be able to help.

To manage the increase in numbers, we now need to stagger start and finish times – if your child is in this group and you receive this letter, they will now start school at ***9.00am and finish at 2.45pm***.

Children in this group will line up at the back of the school, outside the large green double gates (near our planting boxes on Lea Dale Road). We are asking that you form a queue outside the gate, maintaining a social distance from other parents and children. Please ensure your child stays with you when you are in the queue and doesn't move to stand with their friends.

Your child will be collected from the same point at the end of the day. Again, please queue, maintaining a social distance. Please also be patient – it may take longer than normal to hand them over safely to you.

***Please be on time***, at the start and end of the day. We may not be able to admit children who are late.

***Please do not, under any circumstances, send your child to school if they are ill, have a new, persistent cough or temperature or if anyone in your household is displaying Corona virus symptoms.***

Please call the school office before 9.30 am to let us know if your child isn't coming to school.

Once the gates open at 9.15 am, please say goodbye to your child and leave immediately. It is really important that parents do not gather at the gates. Staff will be present and will escort children into school safely.

Children do not need to wear school uniform for the remainder of the Summer term – instead we ask that they wear a clean set of clothes to school each day. We also ask that these clothes are appropriate for school – tee shirts, leggings/tracksuit bottoms and trainers are perfect.

We ask that you send your child into school with a named water bottle which we will keep in school and if possible a small bottle of hand sanitiser (don't worry if you can't get hold of this – children will be washing their hands regularly throughout the day).

To reduce the risk of transmission of the Corona virus, we will not be sending home any reading books or homework books and ask that your child doesn't bring anything into school from home.

If your child has packed lunch, please send it into school in a plastic lunchbox.

Please do not come onto the school site or the school office. Teachers will not be able to have conversations with parents at the gate. If you would like to talk to your child's teacher, please send an email to [admin@springfield.hackney.sch.uk](mailto:admin@springfield.hackney.sch.uk) and they will give you a call back.

We have worked hard to ensure we have done everything we can to minimise risk as the number of children coming back to school increases. We have put considerable thought into how we can ensure our children, staff and community are as safe as possible. We understand that there may be some changes that you are not happy with, including not being able to talk to your child's teacher when you drop off and collect your child. However, do be aware that these changes are hopefully only temporary and are in place to keep everyone safe.

Although your child's day will be different in lots of ways, we will of course ensure we support them and make them feel safe and happy back at school. We will explain carefully to them why we are making changes to our school day and help them to adjust to being back in school, if they have been at home for this period.

If there is something you want to share with us about your child, or you have any questions, please send an email to [admin@springfield.hackney.sch.uk](mailto:admin@springfield.hackney.sch.uk)

Thank you for all your support and understanding throughout this difficult period. We look forward to seeing you all at the school gate very soon.

Best wishes

A handwritten signature in purple ink that reads "Fran Fudge".

Headteacher

PRIMARY  
ADVANTAGE

SCHOOLS ACHIEVING  
MORE TOGETHER

