



Dear parents and carers,

I hope that you have all had a good summer break. I am extremely pleased to be writing this letter to you all as we plan to welcome back all our families at the end of this week. Over the summer, we have been busy making preparations for reopening and putting into place the measures outlined in our risk assessment to minimise risk as much as possible.

As you are already aware, we will be reopening the gates from **8:30am on Friday 4th September** for all children in Years 1 to 6. All of our staff are really excited about beginning the new academic year and have been working hard to prepare their classrooms for their new classes. The start of this year feels especially important and we have all worked hard to ensure that Springfield feels the same, safe place as usual and that the learning that takes place in our classrooms continues to inspire and engage our children.

The purpose of this letter is to explain what you can expect from us and what we will expect from all of our parents and carers. It is also to reiterate some of the changes we have made to our usual practices and routines to minimise risk as much as we can.

Safety measures

When your children come into school, we will have a range of protective measures in place. Below are **some** of the key measures we are taking:

Classrooms / Year Group Bubbles

- Rooms will be well ventilated with doors and windows open at all times.
- In Years 3 to 6, children will be seated in rows facing the front of the room.
- In Years 1 children will access continuous provision with different activities spread around the classroom.
- Children will be issued with their own pack of resources for learning and any shared resources will be cleaned after use.

Year Group Bubbles

When not in the classroom - e.g. lunchtime, break times children will be kept in a 'phase pods' to reduce the risk:

- Older children will be encouraged to socially distance and to play socially distanced games
- Spaces and shared resources (including playground toys and equipment) will be cleaned after use.

Cleaning

- Frequently used contact points (e.g. doors, handrails, toilets, desks, chairs, etc.) will be cleaned more regularly.
- Toilets will be cleaned after break and at the end of the school day.
- Lunch tables will be cleaned after each class has vacated them.

Personal Hygiene

- Thorough hand washing is required on entry to and exit from the school. This will be supervised by an adult. During the day, children will use hand sanitiser regularly and will wash their hands before eating lunch
- We encourage our KS1 and KS2 children to bring their own sanitiser to school, if they can use it responsibly and parents want them to, but it will also be provided.
- Staff will promote the “Catch it, Bin it, Kill it” message and lidded bins will be provided in every classroom for disposal of tissues.

Face Coverings

- Current Government guidance states that wearing a face covering or face mask in primary schools is **not recommended**. Schools and other education or childcare settings should therefore **not require staff and children to wear face coverings**. Changing habits, cleaning and hygiene are effective measures in controlling the spread of the virus.
- In the event that a child needs to wear a mask to travel to school, disposable masks must be removed and binned on entry; washable masks should be removed and sealed in a bag (provided by the parent).

Start of the day

Bicycles and scooters

As you are already aware, we only have a limited amount of storage space available for bikes and scooters at school. If you live within walking distance of the school, please **do not** bring a bicycle or scooter with you unless you are able to take it home with you. This will leave storage space for our families who have a longer journey to get to school.

Soft start: 8:30 – 8:55am.

For children in **Years 1 to 6**, we will be operating a ‘soft start’. This means the main playground gates will open at 8:30am and children will be able to come into school any time between 8:30 and 8:55am. We are asking parents to say goodbye to their children at the gate and not come into the playground. If your child has worn a mask to travel to school, we ask that you safely remove it, place it in a sealed bag to take it home with you and sanitise your child’s hands before they enter the playground.

Social distancing

Please queue on the social distancing markers on the pavement outside the school if you arrive before the gates open. Please do not gather in groups with other adults on the pavement to ensure that the narrow pavement space does not become congested.

Entrance points

Children in **Nursery** will enter through the nursery playground.

Children in **Reception, Year 1, Year 2, Year 3 and Year 4** will enter through the **main playground gate**.

Children in **Year 5 and Year 6** will enter through the **main office gate**.

Late arrival

As always, we want all our children to arrive at school on time. We do not want any precious minutes of learning to be lost. If your child is late, please bring them to the **main office**.

End of the day

Exit points

Nursery will be released from the nursery playground.

The small gate to the side of the **main playground gates** will open at **3:15pm** for parents of **Reception, Year 1, Year 2 and Year 3** children. **Parents who have more than one child** to collect should **collect children from Nursery first** and come into the playground. All children will be dismissed at **3:30pm** as usual.

If you are collecting more than one child, please queue on the **basketball court**. We will bring all your children to you and dismiss them in the order of the queue. Please ensure you are socially distancing as you queue and be patient as we dismiss your children. We want to ensure the process is as safe whilst also as quick as possible.

Reception and Year 1 will be released from their classrooms. Please queue along the socially distanced markers outside the gates of the classes.

Year 2 will be released from inside. Please queue next to the classroom windows in the 'Dance Zone'.

Year 3 will be released from their usual place - the entrance near the playground tower and slide. Please queue from the steps, along the green fence.

Year 4 will be released from the entrance on **Leadale Road** at **3:30pm**.

Years 5 and 6 will be released from the entrance on **Craven Park Road** at **3:30pm**.

Staff will be on hand to help and direct you as we get accustomed to these new routines. Please be patient and bear with us as we dismiss your children because it may take a bit longer than usual. Children will be released in the order of the queue to ensure that we can maintain effective social distance.

We ask that you please:

- Maintain social distancing whilst collecting your child
- Leave the school area as soon as you have collected your child/children
- Come appropriately dressed and prepared for the weather – we will be following the procedure outlined above regardless of rain

Late collections

Please arrive on time to collect your child. Managing children being collected late will create additional challenges for our staff. If you are running late, please phone the office to inform us. You will be able to collect your child from the **main office**. We will continue to operate our charging policy for late collections: £5 for every 15 minutes.

Attendance

Attendance will be mandatory from September, as the government expects all pupils to attend school to minimise, as far as possible, the longer-term impact of the pandemic on children's

education, wellbeing and wider development. The usual rules will apply, meaning we will be recording attendance and following up on any absences.

If your child has stayed at home due to the shielding guidance during the lockdown, the advice has now been updated. This means that the majority of our children can all return to school. However, if you have received clinical or public health advice that your child should still remain at home, please let us know and continue to follow that guidance.

Curriculum

We will continue to teach our broad and balanced curriculum, covering all the subjects outlined in the National Curriculum. We are aware that certain key aspects of the curriculum, such as phonics in EYFS and Year 1, have been interrupted and we have a robust programme of support ready to begin in September to address this. However, in most other subjects, we will adjust our teaching to match the needs of the class, and individual children, as we have always done. We have always prided ourselves on our broad and balanced curriculum and that will not change. Your children will continue to be immersed in classrooms that engage, inspire and motivate them, with teachers who build strong relationships with them from the very first day.

Uniform and what children should bring to school

Please ensure your child is dressed in Springfield uniform with plain back shoes. Please do not allow your child to wear trainers except on PE days. On your child's PE day, please send them into school with their PE kit on so they do not need to get changed at school. As always, please ensure your child is appropriately dressed for the weather: rain coats will be essential for the unpredictable autumn weather.

Water bottles

All children need to bring a water bottle with them to school. This should be clearly labelled with their name. They will be able to refill their bottle at school and will take it home each day for cleaning.

Bags

Your child can bring a bag to school. If your child has a packed lunch, these can be stored in the containers outside the classroom as usual. Bags will be used for sending home books for reading over the next couple of weeks. Children in KS2 can bring hand sanitiser with them, if they know how to use it correctly.

Pastoral support

You will all be aware that Ms Phillips is now our Pastoral and Pupil Wellbeing Leader. Please let us know if you think your child might need extra support when returning to school and we can ensure that we are on hand to meet their needs.

We are extremely grateful for all the continued support we have received from all of you. We will continue to keep in touch if there are any updates to our plans or if we need to make changes due to new or updated government advice. With our children back in their classrooms, we cannot wait to continue to *Learn Together, Grow Together*.

Warmest regards,



Anna Case