



Dear parents and carers,

Once again, I would like to thank you all for your continued support during this time. Your engagement in your children's learning has been incredible and we all appreciate the challenging circumstances you have faced during the lockdown. Our entire team are truly delighted that we will be welcoming all our children back to their classrooms next week.

As you will be aware, the Government directive is that schools reopen fully for **all** children from **Monday 8th March**. We are looking forward to your child/children's return and have been working hard to ensure that the return is as smooth and as safe as possible. Last term, we had all 193 children back on site and although closed a number of bubbles, we were able to keep the number of confirmed cases of Covid low amongst our children.

Please read the following information that is based on our risk assessment and sets out our plan for the full re-opening of school from Monday 8th March. We have put these plans in place to minimise risk to your child and the school community. I sincerely hope this will answer many of your questions and reassure you about our children's return to the classroom.

Safety measures

When your children come into school, we will have a range of protective measures in place. During the lockdown, we have implemented the twice weekly home testing for all staff as an additional safety measure. This is to help detect any asymptomatic cases. We will not be carrying out any Covid testing of children at school.

Below is a reminder of *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, Reception and Nursery 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 and 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 or apply hand sanitiser before eating lunch
- 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

- Staff and parents wear masks during drop off and collection of children.
- 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

Getting to school

We are recommending that children either walk, scoot or cycle to school. We have storage at school for bikes and scooters; if your child is coming to school and storing an item of transport and a helmet at school, please ensure these are clearly labelled. If you do currently drive to school, you will have seen our communication about the proposed School Street. Whilst this has not yet been launched, it is imminent and Hackney Council are in the process of finalising plans for the Springfield School Street. More information can be found at: <https://hackney.gov.uk/school-streets>.

Soft start: 8:45 – 8:55am.

For children in **Reception** and **Years 1 to 6**, we will continue to operate a ‘soft start’. However, gates will now open at **8:45am** rather than 8:30am. We will continue to ask parents and carers to say goodbye to their children at the gate and not come into 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 at **8:55am**.

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**.

We ask that you please:

- Wear a mask
- Continue to maintain social distancing whilst collecting your child and 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**.

Wrap-around care

Our Breakfast club will run daily from 7:45am.

6 o'clock club will run daily from 3:30pm – 6pm.

Please contact the office if you would like to book a space.

Attendance

Attendance will be mandatory for all children (except those who have received a shielding letter) from **Monday 8th March**, 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 you have received clinical or public health advice that your child should still remain at home and have not yet been in contact with us, please let us know and continue to follow that guidance.

Physical Education (PE)

We are really keen to get our children as active as possible as we appreciate that this has been a particular challenge. Please continue to send your child to school on their PE day wearing their full PE kit. Each class has PE on the following days:

Monday	Tuesday	Wednesday	Thursday	Friday
Year 5	Year 4	Reception (am) Year 1 (pm)	Year 2	Year 3 (am) Year 6 (pm)

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 for packed lunches and collecting home reading books.

Resources

Please return any laptops or iPads you have borrowed to us, as well as home reading books. These resources are essential to curriculum provision.

Pastoral support

Please let us know if you think your child might need extra support when returning to school and we can ensure that we make the transition as smooth as possible.

Thank you for taking the time to read through this letter. Please do not hesitate to contact the school office by phone or email if you have any further queries.

We are very much looking forward to welcoming your children back to school on Monday.

Warmest regards,

A handwritten signature in black ink, appearing to read 'A Case', written in a cursive style.

Anna Case

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