



Tuesday 14th July 2020

Dear Parents and Carers,

As we head towards the end of a very unique school year, I feel it is important to update you on plans for the new school year.

Children will return to school on **Thursday 3rd September 2020** (staff will be training on Tuesday 1st September 2020 and Wednesday 2nd September 2020).

The gradual return to school during this school year has been incredibly successful and we are confident in our procedures and feel that everything we did, went over and above the Department for Education guidelines. Children have felt safe and happy back in school and despite the current social distancing measures, they have been able to return to learning without too many differences. When children return in September, things will operate in pretty much the same way as now with the exception of more children per classroom.

Below I have highlighted the key areas of importance – I apologise for the length of this letter, but feel it important so as to reassure you of the steps we are taking in school to continue to protect our community.

Children's Emotional Wellbeing

Whilst nearly all of the children that have already returned to school appear to have bounced back as if nothing has ever happened, we are very aware that this may not be the case for all children. All teachers will have received training in "Reconnecting after Lockdown" to help support children who are finding the return to school tricky. In addition to this our Thrive Practitioners (Mrs Pennington and Mr Argent) will be on hand to support as needed.

Curriculum

It is our intention to "hit the floor running" as we want to quickly, where necessary, "catch the children up" so they stand every chance of meeting the end of key stage expectations.

We plan to teach an ambitious and broad curriculum in all subjects from the start of the autumn term, but make use of existing flexibilities to create time to cover the most important missed content.

Curriculum planning will be informed by an assessment of pupils' starting points and addressing the gaps in their knowledge and skills, in particular making effective use of regular formative assessment (for example, quizzes, observing pupils in class, talking to pupils to assess understanding, scrutiny of pupils' work).

Attendance

In March when the coronavirus (COVID-19) outbreak was increasing we made it clear that no parent would be penalised or sanctioned for their child's non-attendance.

Now the circumstances have changed, **it is vital for all children to return to school** to minimise, as far as possible, the longer-term impact of the outbreak on children's education, wellbeing and wider development.

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Head of School

Mr S Warrell BA (Hons), PGCE

The Department for Education states: *"Now the circumstances have changed, and it is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development."*

Only, where a pupil is unable to attend school because they are complying with clinical and/or public health advice, will an exception be made.

Classes

Restrictions have now been lifted on the number of children that can be taught in a classroom, therefore, children will be taught in their normal classroom. Staffing is as follows:

Class	Teacher(s)	Teaching Assistants
Nursery	Mrs Z Semple	Miss B Williams and Mrs M Watton
Reception	Mrs S Curtis	Mrs C Hill and Mrs C Turner
Year 1	Mrs S Powell and Mrs L Hailey	Miss L Jones
Year 2	Miss L Short	Miss Baugh and Mrs Girolami
Year 3	Mrs S O'Neil	Mrs L Richards, Miss L Garnham, Miss S Hemming and Mr H Argent
Year 4	Mrs M Gammond	Miss T Bufton, Miss K Harris and Mrs C Pennington
Year 5	Mrs J Ameghino	Miss H James, Mrs J Davies and Mrs S Hackley
Year 6	Mrs S Thomas	Mrs M Drew and Mrs S Bobryzcki

Social Distancing

In welcoming all children and young people back this autumn, we have been asked to minimise the number of contacts that a pupil or member of staff has during the day and maximise distancing between those in school and wherever possible minimise potential for contamination so far as is reasonably practicable. The Department for Education recognise that younger children of nursery and primary school age and those with complex needs will not be able to maintain social distancing and it is acceptable for them not to distance within their class.

School Office

In order to reduce congestion around the office, so as not to clash with Year 3 and 6 children arriving and leaving school, it will only be open for parents between 9.05am and 2.55pm.

The school office is **NOT** selling uniform at this point, all school uniform can be ordered via www.myclothing.com

Contact with the office staff should be kept to a minimum to protect yourselves and the staff in the office.

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When in School

- Children, teachers and teaching assistants will work in class groups. Each class will only work in their given classroom and will not work in other classrooms, walk freely around the school corridors or come into contact with children or adults from other classrooms. Effectively whilst in school the children and adults will work in their own "bubble".
- Children will be allocated individual "workstations" that will have their own resources (pencils, erasers, rulers etc.) that they must not share with another pupil.
- Children from Year 1 upwards will keep their personal possessions (coat, book bag, water bottle and packed lunch) at their workstation, cloakrooms and lockers will only be used if this can be done without congestion.
- Children will eat their lunch at their workstation in their classroom
- Break times will be managed so that only the children and adults from one class will be in an outdoor space at one time so that there will be no mixing of classes.
- Regularly touched objects and surfaces will be cleaned more frequently and steps will be taken to reduce cross contamination e.g. the majority of doors in the school will be held open, those doors that need to be kept closed e.g. toilets will have their handles disinfected on a regular basis.
- Each class will have their own toilet which will not be used by other classes.
- Where possible, windows will be kept open to ensure rooms are kept well ventilated
- Children will continue to wash hands on a regular basis – as we were doing immediately prior to lockdown
- For indoor PE lessons, large classes will be split into smaller groups

What to Bring to School

To prevent bringing any infection into school, ALL children should be wearing regularly laundered clothes and they should wash their hands before leaving home.

During lockdown, the school uniform policy was relaxed. In September, **all children will be expected to wear school uniform again**, with the exception of the class PE days, when children should wear their PE Kit into school for the entire day.

Long hair should be tied up.

Children SHOULD NOT bring any possessions into school except a coat, school book bag (to be provided by school), a water bottle and their packed lunch box (should they need one, school dinners will be available and should be ordered in the normal fashion). Children should avoid bringing an additional school bag, to avoid congestion in the classrooms. School will provide all of the necessary equipment needed to complete the school day.

Personal Protective Equipment – PPE

Department for Education - Coronavirus (COVID-19): implementing protective measures in education and childcare settings states:

"Wearing a face covering or face mask in schools or other education settings is not recommended. Face coverings may be beneficial for short periods indoors where there is a risk of close social contact with people you do not usually meet and where social distancing and other measures cannot be maintained, for



example on public transport or in shops. This does not apply to schools or other education settings. Schools and other education or childcare settings should therefore not require staff, children and learners to wear face coverings. Changing habits, cleaning and hygiene are effective measures in controlling the spread of the virus. Face coverings (or any form of medical mask where instructed to be used for specific clinical reasons) should not be worn in any circumstance by those who may not be able to handle them as directed (for example, young children, or those with special educational needs or disabilities) as it may inadvertently increase the risk of transmission."

If you chose to provide your child with a face covering, they **must** be instructed not to touch the front of their face covering during use or when removing it. If your child chooses to remove the face covering, they **must** place it in a plastic bag, provided from home, which must then be taken home with them, hands will then need to be washed.

I will also be giving staff the choice to wear a face mask if they wish, in addition to this, there may be times that they have to wear a mask for more intimate care – e.g. first aid, nappy changing – please explain to the children that some of the staff may be using a mask at different times of the day.

School Transport

Children using school transport should follow the guidance issued separately – if you utilise school transport and have not received this letter, please contact the school office.

Arriving at School

Children should arrive at school between 8.45am and 9am (this timing will be reviewed in the first week to ensure it is sufficient for social distancing). They should be accompanied by no more than **one adult**.

When you arrive at school in the morning – please bring your child to their allocated entry point.

- Nursery:** Gate at the rear of the staff car park
- Reception:** Gate at the rear of the staff car park
- Year 1:** Nursery Entrance
- Year 2:** Nursery Entrance
- Year 3:** Hall Entrance next to the school reception/office
- Year 4:** Key Stage 2 Playground Entrance
- Year 5:** Key Stage 2 Playground Entrance
- Year 6:** Hall Entrance next to the school reception/office

SOCIAL DISTANCING MEASURES MUST BE ADHERED TO WHEN DROPPING OFF CHILDREN, FOLLOW DIRECTIONS AT YOUR CHILD'S ENTRY POINT, WE AIM TO CONTINUE MAINTAINING 2 METRES BETWEEN EACH FAMILY.

When your child has entered the school, leave the school premises immediately.

Leaving School

Please arrive at school between 3pm and 3.20pm. No more than **one adult** should come to collect their child from their allocated collection point:

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Year 6: Hall Entrance next to the school reception/office

Staff will watch out for your arrival and bring your child out to you as swiftly as possible.

SOCIAL DISTANCING MEASURES MUST BE ADHERED TO WHEN PICKING UP CHILDREN, FOLLOW DIRECTIONS AT YOUR CHILD'S COLLECTION POINT, WE AIM TO CONTINUE MAINTAINING 2 METRES BETWEEN EACH FAMILY.

When you have collected your child, leave the school premises immediately.

If you have any questions or need to make staff aware of anything please contact the school in the usual ways that have been available since lockdown, email, text or phone. Face to face contact with school staff is not permitted to protect against infection. Staff have been told not to have conversations, other than a quick hello, when pupils are arriving or leaving school to ensure this process is quick and families aren't queuing.

Wraparound Care

Breakfast Club and ChillDen After School Club will re-open from Monday 7th September 2020. As these create a different 'bubble', increasing the risk of the spread of the virus, enhanced social distancing measures will be adopted. Pupil numbers will need to be monitored and for this reason, **all children will need to be booked in by the Friday of the week prior to gain a place the following week.** Parents are asked to **seriously** consider whether the place is required.

Bereavement

If your family or a close friend have faced a bereavement, staff should be made aware of this before your child returns to school. Children have an amazing capacity to conceal grief when around family, occasionally when in school, some children let their true feelings out. Being forewarned will allow us to support your child at this difficult time in their lives.

Self-isolation if your child or someone they live with has coronavirus symptoms

To protect others, your child must stay at home if they or someone they live with has symptoms of coronavirus (COVID-19). You are advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that the person with symptoms must self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.

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The school must be contacted immediately.

See the section below for details of actions to take upon receipt of the test results.

What happens if your child develops coronavirus symptoms when in school?

If anyone in the school becomes unwell with a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell (anosmia), they will be sent home and advised to follow '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)', which sets out that they must self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus (COVID-19). Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.

Whilst waiting to be collected, they will be isolated from other children and staff, supervised by one adult.

If they test negative, if they feel well and no longer have symptoms similar to coronavirus (COVID-19), they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.

If they test positive, they should follow the '[stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection](#)' and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. This is because a cough or anosmia can last for several weeks once the infection has gone. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household should continue self-isolating for the full 14 days.

Where the child, young person or staff member tests positive, the school will contact the Health Protection Team. The Health Protection Team will work with the school in this situation to guide them through the actions they need to take. Based on the advice from the Health Protection Team, the school must send home those people who have been in close contact with the person who has tested positive, advising them to self-isolate for 14 days since they were last in close contact with that person when they were infectious. The other household members of the children and adults sent home to self-isolate do not need to self-isolate unless the child or staff member they live with from that class subsequently develops symptoms.

I appreciate there is a lot of information included in this letter and a lot to process, if you have any questions, please don't hesitate to get in touch.

Yours faithfully,
Mr S Warrell
Head of School