



Dear Parents and Carers

As we approach the end of the 2019-20 academic year, I wanted to say a huge thank you on behalf of all the staff at Willowbrook School for your support and encouragement during this time. We have really missed those of you who haven't been able to come in to school and really look forward to seeing you in September.

**As it stands, all children are expected to return in September, and the first day of term will be Monday 7<sup>th</sup>.** Before term ends, we wanted to give you some information so you know what to expect when your child returns to school.

#### **Dropping-off and picking up:**

- In September, classrooms will open from 8.30am. We hope that by opening our doors a little earlier, this will spread arrivals out over a longer period of time and reduce unnecessary crowding. This gives us from 8.30 to 8.50. At the end of the school day, teaching assistants will begin to send children out to parents from 3.15pm. When waiting outside, please spread out.
- We will be asking you to enter/leave the site quickly. Please do not stop to talk to other parents on site – we simply cannot allow crowds of people to gather.
- You will not be allowed to enter the classrooms at all and we will ask that you drop-off/collect your children at least 2m away from the classroom doors.
- Face masks should not be worn in school (this is in line with government guidance). There is a risk that children wearing them (and touching them frequently) may actually pose a greater risk than not wearing them. If your child wears a mask on their way to school they will need to put this into a bag when they arrive on the school site.

#### **Classrooms**

- With full classes again, we will not be able to maintain full social distancing. However, we will ask children to be respectful of one another's personal space. From Year 2 upwards, children will be sat at desks facing the front of the class and they will have individual pencil cases provided with the equipment they need.
- Children in Year 1 or below will not be sat at desks all day – this simply isn't realistic. Hygiene and cleaning measures will be extremely strict in younger classes.
- Hygiene will be a priority in all classrooms. Commonly touched surfaces will be regularly wiped down with anti-bacterial sprays. Children will have access to hand-gel (we will provide this) and will be asked to wash their hands at regular points during the day.

#### **Play/lunch times**

- Reception and nursery children will access their own outside spaces. Years 1, 2 and 3 will have break/lunch at the same time and will be separated into three different year group zones. This will be the same for years 4, 5 and 6 who will have separate play/lunch times to the younger children. Children will be allowed to play with children in their year group only.

Children will play in one zone for a week at a time before moving to a new area so they all have a chance to access the different areas.

### **Eating**

- Currently the legislation states no mass gatherings. This means lunch in the school hall is not possible. In September we are not planning to provide hot meals, but will provide a packed lunch for those eligible for Free School Meals and those eligible for Universal Free Meals (YR, Y1 and Y2). Children will eat lunch in their classrooms rather than the hall. You will need to decide if your child is having a school packed lunch every day, or not at all, as we have to order food well in advance. You will need to tell us whether you want a meat or vegetarian sandwich option. We will send out further details when we have finalised this with the caterers.
- A reminder that no lunches should contain any nuts as we have children and staff with severe allergies. Also no oranges please, again due to allergies. Please try to ensure that lunches are as healthy as possible and do not have sweets or chocolate bars.

### **Assemblies**

- There will be no gatherings of more than one class. We will do virtual assemblies that children can watch from their classrooms.

### **Toilets**

- Toilets will have to be shared by more than one year group but there will be a rule that no more than two children can enter the toilets at any given time.

### **Music lessons**

- Children who have 1:1 music lessons will still be able to do so. In our risk assessment there will be clear guidance for music teachers coming in to lead these sessions. Music teachers will arrange this directly with parents.

### **Clubs/wrap around care**

- There will be no teacher-led after-school clubs in the autumn term.
- Before school/after school provision will be available but needs to be booked in advance using the online parent gateway service. This will be a paid provision again from September. Parents who send their children to this provision need to know that their children will be mixing with those from other 'bubbles'. Government guidance does allow this. There will be enhanced cleaning and hygiene routines.
- Breakfast club is from 7.45 to 8.45 and the children will be dropped in to their classes.
- After-school club is from end of school until 6pm.
- All places at breakfast and after-school club need to be booked and paid for in advance.

### **Trips**

- Off-site visits are allowed but we will look at each trip and assess the level or risk involved before making any decisions.

### **Children displaying symptoms**

- Government guidelines state that any child who displays symptoms (a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or

smell) will need to be kept in a room separate from their peers and monitored by a member of staff until their parents can collect them.

- The child who has been sent home would then have to self-isolate for at least 7 days and should arrange to have a test to see if they have coronavirus. Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.
- Any members of staff who have helped someone with symptoms and any pupils who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive (see below) or they have been requested to do so by NHS Test and Trace.

### **Curriculum**

- Most curriculum areas will continue as normal. Music will have some adaptations to it (no singing or wind instruments) and P.E will have some tweaks made. Regarding P.E we will be asking your child to take home their kit every week on Friday for washing.

### **Behaviour**

- We will continue to have the highest expectations of our children regarding behaviour. We will not tolerate any behaviour that risks the health or mental wellbeing of another child or member of staff.

### **Main reception**

- Please only visit the main reception area if you cannot communicate with us by email or telephone. If you do need to pop in, please make sure only one person is in the foyer area at one time.

I am sure there will be other things we need to share with you in September, but this gives you an idea of some of the adaptations we will be making. While it may sound like a lot, we know that once children are in school and learning they will love being back. We will do our very best to make things feel as positive and normal for them all.

In the meantime, we hope you have a wonderful summer.

Kind regards

Mrs Marlow