

Dear Parents,

Once again, I would like to take this opportunity to thank you for your understanding and support since the academy had to partially close due to the Coronavirus pandemic. As plans have developed, I know a highlight for all staff has been seeing all of the children's faces, both for those in school and those that have attended for transition visits.

I am writing to outline the plans for September 2020 following the Government's recent announcement and The Department for Education has also provided advice for school leaders. The safety of all your children, the staff and our wider academy community are at the center of all of the decisions that we have made.

I have summarised the most important information below to support the re-opening of the academy in September.

Keeping children safe

Classes will form a bubble which will remain throughout the academy day. The cross over as bubbles will be limited as much as possible. For this reason, there will be staggered start and end times to the day, as well as staggered playtimes and lunchtimes. Handsanitizer will be used throughout the day including entry and exit to the building, before eating, after using the toilets and before re-entering the classroom. Additional hand sanitizer units have been installed around the academy corridors as well as individual bottles within each room. Hand washing routines will be built into the school day.

Attendance Expectations

All children will have to attend the academy from September for full days. Any late or absence will follow the same procedure prior to lockdown. If your child is ill, please report the absence to the academy via telephone. Anyone that displays symptoms of COVID-19 is to stay at home for 14 days, please inform the academy of this immediately.

Uniform

School uniform will be worn from September with children wearing their P.E kits for the full day on their P.E days.

Drop off and collection

Due to the requirement for social distancing, we will be having a staggered start and end to the academy day. One adult will be allowed on the premises to collect your child. We will be operating a one-way system within the grounds to limit face to face exposure as much as possible. Parents and children will enter the school via the main car park gates. 2 meter arrow markers are painted on the floor to support social distancing. Signs are also located around the grounds to explain routes. Year 1 to Year 6 will follow the red route and Nursery and Reception the yellow route. No parents will be allowed in the academy. Staff will be around the path to support if needed. We are asking that parents leave the academy

grounds swiftly to limit queues as much as possible. The marked path will then lead them out of the pedestrian gate.

Times for drop off and collection are listed below:

Year group	Drop off	Collection	Door
Nursery	9:15-9:25	3:15-3:25	Nursery door
Reception	8:55-9:05	2:55-3:05	Nursery door
Year 1	9:05-9:15	3:05-3:15	Year 1/2 door
Year 2	8:45-8:55	2:45-2:55	Year 1/2 door
Year 3	9:05-9:15	3:05-3:15	Year 3/4 door
Year 4	8:55-9:05	2:55-3:05	Year 3/4 door
Year 5	9:15-9:25	3:15-3:25	Year 5/6 door
Year 6	8:45-8:55	2:45-2:55	Year 5/6 door

When collecting your child, a radio system will be used from the marked collection points on the one way route. Please remain in line as children will be brought out to you.

Equipment

Due to limited space and crossing over of bubbles, lockers will not be used for at least the first half term. Children are asked to bring their coat and a book bag containing:

- New Home Academy Diary and reading book (this will be issued during the first week back)
- A healthy snack (if not paying for school snack via parent pay)
- Sun cream/sun hat if needed

We ask for parents support in keeping anything additional at home including toys, books and pencil cases. Due to Health and Safety and storage limitations, we are asking that all children bring a book bag **not** a rucksack into the academy. This will allow us to store them easily in your child's tray. Lockers will be out of use due to this being a communal area. If children bring rucksacks to school, they will be asked to take them home.

All resources needed for learning will be provided by the academy. Each child will have their own resource tray including pens, pencils, crayons, ruler, rubber, scissors, glue stick and anything additional for each individual lesson. If equipment is shared (e.g. P.E equipment), this will only be with the class bubble and cleaned before and after use.

Lunchtime

Lunchtimes will be staggered during the day. Hot meals can be purchased from the school kitchen which will be delivered to classrooms. Rooms will be cleaned before and after eating. Children will have their playtime in allocated areas to limit the contact between different bubbles. These will be staggered both at playtimes and lunchtimes. Please ensure that any allergies are confirmed with the office via phone on the first day back. Unless your child is eligible for free school meals, payment for meals will resume via parent pay. Please ensure you have credit on your account before ordering meals to avoid a buildup of debt.

Communication and visits

The main reception area will remain closed until further notice. We understand that you may need to pass on messages about your child and are asking for this to be done via class dojo, phone or email. Staff will be unable to move between several bubbles each day which will make passing sensitive information difficult. Any visits made will be via appointment only and must be made by phone via the school office. This is to ensure there is space within the academy and social distancing can be used. Anyone visiting the academy will be asked to sign a declaration of health link to COVID-19.

Care club and Breakfast club

Care club and breakfast club will resume in September. This will be based in the school hall with drop off and collection via the main reception. A door bell will be on the external white door where a member of staff will collect or bring your child. You will be asked to sign your child in and out. The room will be set up into class bubble bays with a 2 meter social distance between each bubble. In order to plan for this, we are asking parents to ensure that books are done a week in advance where possible and bookings are maintained unless in an emergency. If the number exceeds 35 children, we will be operating a first come, first serve system. Breakfast will be provided by the kitchen and children will have a choice between 2 sections of food. Breakfast club money will now be paid via parent pay charged at £2 per day. Leaflet relating to times and prices can be found on the school APP.

After School Clubs

After school clubs will begin on 14th September. Clubs will be allocated to a class bubble each half term to limit the mixing between different groups of children. A letter will be sent out at the start of the term outlining the choices available.

Once again, I would like to thank you for your continued support and patience in the current situation. If there is anything that you would like to discuss further, please contact the school office. Finally, I would like to wish you all a safe summer and hope that you get to spend quality time with those closest to you. Stay safe and we look forward to welcoming everyone back in September.

Yours sincerely,



Mrs L Niemczyk
Principal