



Leigh and Bransford Primary School

Hoopers Close, Leigh Sinton, Malvern, Worcs. WR13 5DX

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Headteacher: Stuart Bill BSc Hons, PGCE, NPQH

16/07/2020

Dear Parents and Carers,

September opening

Further to my update on 3rd July you will be aware that on 2nd July 2020 the government released their guidance for the full opening of schools in September. Following a governors' meeting yesterday I am now in a position to share our plan with you. The next steps are that Worcestershire Children First (WCF) have asked that this plan and associated risk assessments are submitted to them by 31st July in order for them to sign it off. They have promised to do this by August 17th. We are planning to start our term for all pupils on Thursday 3rd September.

Returning to school is vital for children's education and for their well-being. The government now judges that the balance of risk is overwhelmingly in favour of children returning to school. The guidance we are following enables schools to minimise any remaining risks while ensuring all pupils receive a high quality education which enables them to thrive and progress. All children are expected to attend school full time in the Autumn term and normal attendance procedures will apply.

Following government and local authority guidelines we have written a plan which aims to minimise contact between classes and promote good hygiene to ensure the safety of our whole school community.

To ensure the safe re-opening for all of our children in September we will be taking the following actions and measures:

Reduced contact on the school site

- Children will remain in year group classes and will be sat forward facing in the classroom where appropriate.
- A phased start and end time to the school day will be in place however all children will receive the same amount of teaching time each day – please see the timetable at the bottom of this letter.
- Parents with children in more than one year group are asked to wait in a socially distanced manner for their other child's session to start or finish. If you are waiting then please keep your child with you in order to stop bubbles mixing.
- Please stick to your child's start and finish times in order to keep our class bubbles separate.
- Year groups will have staggered play times and lunchtimes to ensure that the class bubbles do not mix.
- We will continue to operate a one-way system on the school site at the front of school (Hoopers Close). Parents must only enter school through the main pedestrian gate and

leave the school site via the smaller gate adjacent to the staff car park. Staff will be on duty to help guide parents and one way signs and markings will be in place.

- Only one parent will be allowed to drop off and collect children and we will ask parents to maintain a safe social distance at all times.
- Children will be dropped off and collected from their classroom door. We respectfully ask parents to ensure a safe distance from the external classroom door.
- Whole school assemblies will not take place in the Autumn term. Each class will have a daily assembly in their class bubble. Celebration assemblies will continue and children will continue to receive certificates to recognise their achievement. Teachers will post photographs on the newsletter.
- Our outdoor play equipment will not be in use during the Autumn Term.
- Please only visit the school office if absolutely essential. Please note that there is only space for one person at the office window at any one time and if you have to wait please queue with 2m gaps.

Lunches, uniform and equipment in school

- All children will need to bring:
One small bag to school containing a packed lunch and a water bottle.
- School will provide equipment for pupils which will stay at their own work stations.
- Children must not bring in any toys or other items into school.
- Children will hang their coats in the cloakrooms. Congestion in cloakrooms will be monitored and reduced by staggered start and end times to the school day.
- Children must come to school wearing a full school uniform on non PE days and wearing a school PE kit on PE days. Teachers will provide information about PE days in September. For the first day back, all children should wear their full school uniform. The school uniform list and PE kit is on the school website.
- Hot dinners will not be provided, however, Black Pepper will continue to provide a packed lunch option if required. Please order packed lunches 4 days in advance on the Black Pepper website.
- Lunches will be in classes and each class bubble will have an allocated lunchtime supervisor.

Hygiene and Cleaning

- Children will be asked to wash their hands for 20 seconds on arrival at school, after playtime, before eating, after sneezing or coughing, and regularly throughout the day. Younger children will be supervised. Children will also wash their hands before they go home.
- The school has purchased hand sanitising stations for all classrooms.
- Tissues will be provided in all classrooms and lidded bins emptied regularly throughout the day.
- All indoor spaces will be well ventilated.
- School staff will use sanitising spray to clean key areas throughout the day.
- Each class will have their own designated toilet which will be used by one child at a time to ensure privacy.

Illness in school

- If a child displays any symptoms of Coronavirus in school, parents will be contacted immediately and asked to collect their child. Children will be isolated but supported by an adult until collected. Symptoms are a temperature of 37.8c or above, a continuous cough or loss of sense of taste/smell.
- Children or families showing symptoms must self-isolate for 7 days and members of the household must self-isolate for 14 days.
- Children are eligible to be tested for Coronavirus. If a child tests positive, all staff and children from that child's bubble in school must also self-isolate for 14 days, if this occurs we will inform all parents with children in the bubble.

- If a test result is negative, then the child may return to school and the household can end period of isolation.
- If you or your child is ill then please do not send them into school. If you are unsure in any way about this then please contact the school.

The Curriculum

- The curriculum will continue to be broad and balanced.
- We understand the impact that the COVID-19 school closures will have had on our children's academic progress and also on their social and emotional development.
- Our priorities for the start of the academic year will be to support all children's emotional wellbeing, to identify and address any gaps in knowledge and understanding and to re-establish school routines.
- To this end we have put in place a recovery plan which aims to get our pupils ready to learn again. This plan will help them to feel safe, secure and happy and will focus on their mental health and wellbeing. We will then move on to accurately assessing where they are academically and identify any gaps before planning sequences of learning to address these. We understand that our pupils are individuals and will move through this process at different rates.

For pupils in years 1 to 6 morning and after school club will resume from Monday 7th September. Morning club will run from 8:00am and after school club will run until 4.30pm to allow for a thorough clean after each session. Children using these clubs will be expected to socially distance from children who are not in their class bubble. We will achieve this by having 6 year group tables set up in the hall at which the children will be based and required to stay. We will have a maximum capacity of 5 children per year group per session. Please pre-book your sessions by emailing the school office on office@leighbransford.worcs.sch.uk giving at least 24 hours notice. Places will be allocated on a first come first served basis. Please note that places will need to be paid for in advance on Payment For Schools (P4S) and we will be taking bookings from Tuesday 1st September. Morning club costs £1.50 per session and after school club is £5 per session.

I do hope that this plan will help to reassure you that all children at Leigh and Bransford will return to school in September in an environment which makes them feel safe, well supported and able to make good progress. We are all looking forward to welcoming your children back to school in the Autumn term to continue their learning journey.

I would like to take this opportunity to thank you for your continued support over the past few months.

Yours sincerely

Mr S. Bill

Headteacher

Class R	8.45 – 3.05	Hoopers Close entrance
Class 1	9.05 – 3.25	Hoopers Close entrance
Class 2	8.55 – 3.15	Hoopers Close entrance
Class 3	8.45 – 3.05	Drop off entrance
Class 4	9.05 – 3.25	Drop off entrance
Class 5	8.55 – 3.15	Drop off entrance
Class 6	8.45 – 3.05	Drop off entrance