

Friday 17<sup>th</sup> July 2020

Dear Parents and Carers

I am writing to you to update you of our plans following the publication of the new government guidance for the full opening of schools in September - <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

We are delighted that we will be able to welcome all pupils back in September. Years 1 to 6 start back on Thursday 3<sup>rd</sup> September 2020 and new reception parents have been communicated with separately about transition arrangements and return dates.

We have put a number of things in place to keep the children and adults as safe as possible. Pupils will be kept in bubbles throughout the school day and as such, we have had to make some changes to the normal procedures in school. Pupils within their bubbles are not expected to socially distance from each other however, they are still required to socially distance from all staff where possible. There will be additional cleaning in place to ensure that high standards of hygiene is evident. The children will be grouped into the following bubbles:

- Bubble 1: Reception
- Bubble 2: Year 1 and Year 2
- Bubble 3: Year 3 and Year 4
- Bubble 4: Year 5 and Year 6

All children will be expected to come back in full school uniform but we are asking children to wear their full PE kit on their designated PE day which will be communicated to you in September.

In order to keep all pupils and staff safe there are some changes that have been in place since June 2020 that will need to remain in place along with some new procedures. We anticipate that these will remain in place for the autumn term but we will review this regularly and keep you updated;

- There will be no assemblies in halls, however staff will run some assemblies virtually using Seesaw
- There will be no assemblies/ events etc., where parents are required to attend
- No parents to enter the school office - any meetings required need to be by appointment only
- Parents are expected to adhere to year group bubbles when travelling to school and to support the school in adhering to social distancing both on and off site
- If your child is walking or cycling to and from school independently, they must follow the above guidance and not mix with children from outside their group.

Below is an outline of some of the arrangements that will be put into place in school for when your child restarts in order to keep the bubbles apart;

### **Beginning and end of school day**

In order to help maintain social distancing and keep bubbles separate, children in Years 1, 2, 3 & 4 will enter their classroom through the external classroom doors at 8.40am. Year 5 and Year 6 will enter through the main entrance at 8.35am and Reception Class will start their day at 8.45am by also entering through the main entrance. Reception class, Year 1 and Year 2 will continue to end the day at 3.10pm and Years 3, 4, 5 & 6 will finish at 3.15pm. Children will exit from the same areas as they enter.

### **Hand washing**

Pupils will be expected to wash their hands on entering the school building and will be encouraged to wash their hands/ sanitise their hands at regular points during the school day. Any parents with appointments will also be expected to use hand sanitiser on entry into the school office. Hand sanitiser may alcohol, please contact the school office if this causes you concerns in relation to your child.

### **School Meals/lunchtimes**

During the first half term, we will only be offering cold packed lunch meals for those children who order a school lunch or receive a free school meal. Children will remain in their bubble groups over lunchtime. Reception, Year 1 and Year 2 will all eat lunch separately in the dining hall. Years 3 & 4 will eat in main school hall and Years 5 and 6 will eat in their classrooms. After October half-term we will review our lunch offer and may be able to offer a hot meal option at that point.

### **Curriculum**

Please be reassured that when pupils return to school, we will analyse where the pupils starting points are and plan a suitable curriculum taking these into account. When we have more details of the 'catch up' programme, we will write to parents again.

Pupils tables will not be grouped as previously but instead all tables will face the front of the classroom.

### **Breakfast and after school clubs**

Unfortunately, we are not able to offer a breakfast club or any after school extra-curricular clubs from September. This is because we cannot offer this provision whilst children remain in bubbles. We will review this regularly and hope to open this by the spring term.

Please be reassured that if there are any changes to government guidelines over the six-week summer break, we will write to you to update you of our plans. I will be sending out a newsletter at the end of the 2<sup>nd</sup> and 4<sup>th</sup> weeks of the summer break.

We know that the last few months have been extremely difficult for many families. We want to support your child as best as possible when they return and in order to do that, please email me directly [david.gunning@brookwood.surrey.sch.uk](mailto:david.gunning@brookwood.surrey.sch.uk) if your circumstances have changed or you think we need to be aware of anything. Please be reassured that this information will only be shared with people who need to be made aware of it e.g. your child's class teacher and the safeguarding team.

Can I please take this opportunity to thank all parents for their support over these strange times. All staff have been very appreciative of your support, patience and understanding and we are very much looking forward to seeing you in September.

Kind Regards

David Gunning  
Head of School