

Friday 26<sup>th</sup> February 2021

Dear Parents and Carers

I am writing to update you of our plans following the Government's announcement that schools will fully re-open on Monday 8<sup>th</sup> March 2021.

We are delighted that we will be able to welcome all pupils back across all year groups on 8<sup>th</sup> March, and in a similar way to when we re-opened in September 2020, we have put a number of things in place to keep the children and adults as safe as possible. Children will be kept in bubbles throughout the school day as before, and although within their bubbles children are not expected to socially distance from each other, 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

As in the autumn term, we will continue to split each bubble into year groups for learning purposes, but they will come together during breaks, lunchtimes and occasionally for PE.

Please note that we are expecting all children to come back in full school uniform. Please see our [uniform policy](#) on our website as a reminder of acceptable clothing and footwear. Again, as in the autumn term, we will be asking children to wear their full PE kit on their designated PE day but please note that this may change at short notice in the event of staff shortages. We will advise you separately of each year group's allocated PE day.

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 that were introduced in September 2020. As a reminder, these include:

- 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 support the school in adhering to social distancing while travelling to school and while on site, avoiding congregating in areas like the benches where it is not possible to socially distance.
- 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.
- Parents should use the one way system in place at school, entering through the original pedestrian gate and exiting through the new pedestrian gate opposite the year 2 classroom.
- Parents should wear face coverings while on the school site, unless they have an exemption.

Below is a reminder of some of the arrangements that will be in place for when your child restarts in order to keep the bubbles apart:

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

We have reviewed our procedures for the beginning and end of the school day and have adjusted the timings to try to reduce the numbers of parents waiting on the site at these busy periods. 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 **between 8:35am and 8:45am**. Year 5 and Year 6 will enter through the main entrance at **8.40am** and Reception Class will start their day at **8.50am** by also entering through the main entrance. Reception class will end their day at **3pm**; Years 1, 2, 3 and 4 will finish at **3:05pm**, and Years 5 and 6 will finish at **3.10pm**. Children will exit from the same areas as they enter.

Please help us to implement this successfully by ensuring that you arrive on time, but not early; and that you leave the site promptly.

### **Hand washing**

Children 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 include alcohol, please contact the school office if this causes you concerns in relation to your child.

### **School Meals/lunchtimes**

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 and 4 will eat in their classrooms and Years 5 and 6 will eat in the main school hall. Details of our menu will be made available on our website.

### **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. Please note that, again as in the autumn term, children's 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 for the remainder of this term. This is because we cannot offer this provision whilst children remain in bubbles. We will review this again prior to the summer term and in response to any further easing of restrictions at that point.

We know that the last few weeks 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.

I would like to take this opportunity to thank all parents once again for your support during these strange times. All staff have been very appreciative of your co-operation, patience and understanding and we are very much looking forward to seeing you on 8<sup>th</sup> March.

Kind Regards

**David Gunning**  
**Head of School**