



Austrey C.E. Primary School
St Nicholas Close
Austrey
Atherstone
CV9 3EQ

T: 01827 830248
E: admin@austrey.heartwoodmat.co.uk
W: www.austreyceprimaryschool.co.uk
W: www.heartwoodmat.co.uk

Dear Parents and Carers,

The following document has been used to develop this plan for the full reopening of school in the Autumn term.

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>

School will now be compulsory for all pupils unless they have a letter to state that they should shield. **Term begins on Wednesday 2nd September 2020** (full term dates are shown below)

New Reception Children

Children that are joining our school for the first time should have all received an individual letter detailing their first few days at school for transition.

SOCIAL DISTANCING WITH YOUNG CHILDREN

As Headteacher of the school, I will emphasise that every measure possible will be put in place for the ultimate safety of your child and the staff, it is essential to understand that ***social distancing of children is no longer required for their class bubble***. Children will be encouraged, where possible, to social distance from the adults that they are with.

Class bubbles are now allowed to have up to 30 children in them, which means each class will be a bubble. Class bubbles will not mix with each other at any part of the school day.

The School Day

There will be two different start and finish times for the school day. One for KS1 (including Reception) and one for KS2;

- Reception, Y1 and Y2 start time: 9:00 – 3:20pm
- Year 3-6 start time: 8:45 – 3:05pm

Waiting Areas

Whilst children are waiting to enter school, please ensure that your children are stood next to you, not playing or running around the waiting space. If possible, please WALK to school to allow parents to wait on the pavements safely.

- Wagtails children are to be dropped off and collected at the field next to the pre-school. Please walk up the main driveway to the grass no earlier than 8:55am. See photograph below:



- Robins children are to be dropped off and collected on infant playground next to the hut. Do not arrive any earlier than 8:55am as this playground is also a drop off for Owls class at 8:45am, this will help to minimise social interaction in school. Please do not sit in the hut or we will need to clean it before allowing it to be used by the children.



- Owls – Drop off and collection is the same as for Year 1 and 2, on the infant playground at 8:45am. Please do not hang around after children have gone in as Y1 and Y2 pupils will be arriving for the next entry time and this will help to minimise social interaction in school. Please do not sit in the hut or we will need to clean it before allowing it to be used by the children.



- Kingfishers – Drop off and collection is on the field opposite the main school entrance at 8:45am. See the photograph below. Please do not hang around after children have gone in as children in Reception will be arriving for the next entry time and this will help to minimise social interaction in school. If children are able to walk to school on their own then we would encourage this but ensure that they are told where to stand.



If you miss your drop off time slot, please call the school office and someone will tell you where to go.

Siblings with different time slots

If you have children in both key stages, please follow the EARLIER time slot of 8:45am for this drop off. This will stop any waiting around in between bubble entries. Staff from KS2 will walk your younger children up to their teachers.

Before and After School Clubs

At the beginning of the Autumn term, there will be no before and after school clubs running. The first and most important step is to get ALL children back to school for a full day of learning. During the first few weeks, we will be asking parents if they need these clubs for childcare purposes (if both parents are working outside of the home and no alternative arrangements can be made). We will then decide if these can run safely and let you know as soon as possible.

Other Information

- Each “Bubble” will have playtimes/lunchtimes on their own to avoid cross contamination with other Bubbles
- Each “Bubble” will have their own allocated dinner time and will use their own classroom or outdoor allocated area to eat their lunch
- First Aiders are on site and a room for children to go to if they should feel unwell has been arranged.
- Children will be supported/encouraged to wash their hands regularly throughout the day
- Each “Bubble” will have their own allocated playground space/area
- Children must wear school uniform as normal
- On PE days, we would like children to come dressed in their PE kits and stay in them for the rest of the day. All PE will be outside for the first part of the Autumn term; therefore, children must come dressed appropriately for the weather that day, including sunhats/sun-cream or raincoats if necessary. Class teachers will remind you of this via Seesaw

School Dinners and Dinner times

- The School Hall will be closed for all pupils during this time. The pupils should bring a packed lunch (lunch boxes are now allowed) and they will be eaten in the classroom or outside if the weather allows in their Bubble. Tables will be cleaned before they start eating and afterwards. Each bubble has their own allocated midday supervisor who will stay with them at all times.
- Our catering team will provide a deli bag for children entitled to a free school meal if you wish them to, or you can provide your own. Children in Reception, Y1 and Y2 will still be entitled to a universal free school meal. Any other pupils that wish to order a deli bag can – this is at the usual cost of £2.40.
- Vouchers that have been circulated during the COVID-19 lockdown will no longer be sent.
- Children will have a choice of a hot or cold deli bag option. The image below shows the type of food available. There will also be jacket potatoes available daily. These will be served in polystyrene packaging and delivered to the children’s classrooms. A full menu will be sent out via seesaw for parents to see the choices.



Visitors and collection/drop off points

- *The school office will not be an entrance to any pupils or parents* unless a conversation has been had with Mrs Eley, or pupils arrive on the bus.
- Communication will be through phone, seesaw or email
- The office doors will be locked at this time to avoid anyone congregating in the reception area.
- The toilet area in the main reception area will not be available
- Each “Bubble” will have an allocated drop off and collection point – please refer to above timings
- Only 1 parent/adult will be allowed onto the site to drop off or collect the children and must keep to current social distancing rules of 2 metres. Where possible, do not bring any other children with you for collection/drop off.
- If Y6 pupils are able to walk to school unaccompanied, please encourage this.

If a child becomes ill...

- There is a designated area that would be used if any children or adults become ill or show symptoms of COVID19 during the day and this will be based in the reading room area of school. Parents will be contacted immediately and be expected to collect their child as soon as possible from the main entrance.
- Any minor first aid treatment will be administered by an adult in their bubble or if first aid is needed, by a trained First Aider. All Bubbles will have a first aid kit so that minor cuts, grazes and bumps can be dealt with there and then
- If we have a major first aid incident we would revert to normal protocols and if needed you would be contacted to come to school.
- Appropriate PPE will be worn when changing young children for toileting or administering First Aid (gloves, aprons and masks for first aid)

Behaviour and welfare

Our priority is to develop a safe and secure learning environment for pupils and staff, therefore any issues with behaviour will result in a discussion with the Headteacher.

- All school staff will reinforce the new rules around school to ensure all children understand what is being asked of them

Personal Belongings

We would like children to bring as little as possible into school from home. Reading books and library books will be sent as normal for all children; once they are returned to us, we will keep them in school for 72 hours before giving them out again.

We would like **all** children from Y1-6 to provide their own pencil case. This will minimise the sharing of frequently used equipment in the classroom. The pencil case should include: pencils, rubber, small ruler, sharpener, pencil crayons and scissors if possible. School will provide whiteboard pens and glue sticks. This pencil case will need to be brought into school on their first day, and should stay in school until further notice. If this is a problem, please speak to class teachers.

Term Dates 2020/21

AUTUMN TERM 2020

Bank Holiday

Monday 31st August

Inset Day

Tuesday 1st September

Term starts

Wednesday 2nd September

Half Term

Monday 26th October to Friday 30th October

Term ends

Friday 18th December

SPRING TERM 2021

Inset Day

Monday 4th January

Term starts

Tuesday 5th January

Half Term

Monday 15th February to Friday 19th February

Term ends

Thursday 1st April

SUMMER TERM 2021

Term starts

Monday 19th April

Half Term

Monday 31st May to Friday 4th June

Term ends

Wednesday 21st July

There will be three more INSET days which will be advised as soon as possible. Due to COVID19 we have made the decision to leave as many INSET days as possible until the second half of the year to aid parents who have just returned to work.