



### Headteacher's Comment

The content in this week's issue of *The Hawksworth Herald* is slightly different to the norm but I wanted to take this opportunity to inform parents of our plans to welcome back Reception, Year 1 and Year 6 pupils, how we will continue to provide provision for children of Key Workers and maintain the remote teaching for children in Years 2, 3, 4 and 5.

I cannot reproduce all the detail within this newsletter as it would be slightly longer than 'War and Peace' and less interesting but I will highlight the key information you will need to know. In addition to this newsletter I have written a 'Covid 19 Return to School Action Plan' (based on a template provided by the ALPT) which will provide more detail of our plans and this will be sent out to all parents and uploaded to our school website (this evening I will create a Covid section on the school website to keep parents aware of any future school/Covid documentation – the page will be placed in the section entitled 'Parents').

You and your child will also be asked to read and sign a 'Covid 19 Home School Agreement' before your child returns to school in June (children of Keyworkers and their parents will also have to sign it too). If you decline to sign it your child will not be able to return to school.

### Key Information

W/B 25<sup>th</sup> May: school will only be open for children of Key Workers for Monday, Tuesday, Wednesday from 8.00am to 5:30pm (Thursday and Friday school will have a deep clean).

W/B 1<sup>st</sup> June: school will be open all week but again only for children of Key Workers from 8.00am to 5:30pm. All school staff will be in school from Monday to Friday to set up our new classroom 'bubbles', install Covid controls, create and set out individual pupil packs, attend Health and Safety/Safeguarding briefings, organise educational resources and revise lesson plans.

**W/B 8<sup>th</sup> June:** children in Reception, Year 1 and Year 6 will return to school. Children of Key workers will also continue to be taught in school.

Please note up until the W/B 8<sup>th</sup> June the present procedures for key workers children will remain the same but when the Rec/Year 1 and Year 6 children start on 8<sup>th</sup> June the following plans and procedures will be followed:

### Times

Start of the Day	Morning Break times	Lunch times
Year 6: to arrive at 8:50am Year 1: to arrive at 9.05am Reception: to arrive at 9.20am Key worker children: their usual requested time	10:15am – 10:30am (group 1: Class 1 and key workers)  10:30am – 10:45am (group 2: Class 2 and 4)	Session 1: two groups inside hall/classrooms 11.45am to 12.15 then outside from 12.20 to 1:00pm. Session 2: two groups outside 11:50am to 12:20 then inside 12.20 to 1.10pm.
End of the school day		
Reception: 2:45pm pick up Year 1: 3:00pm pick up Year 6: 3:15pm pick up		

### Break times and lunch times:

- will be staggered.
- Cloakrooms will not be in use and children should bring only their coat which will be stored in their identified space.
- Classes will be based in a single teaching room.
- There will be no specialist teaching such as PE.
- There will be no gatherings of pupils for collective worship or assemblies.
- Outside space will be used as much as possible.

## **Uniform**

Children will need to wear school uniform (A clean set of uniform should be worn each day and should be washed immediately on returning home). Staff will hang up their jeans, jogging bottoms, sweatshirts etc and will revert to wearing expected professional attire.

## **Health and safety checks**

A comprehensive health and safety check of the school building will be undertaken daily by the SLT prior to opening.

## **Start of the day and home time**

- Unless parents can be confident that their child is able to socially distance successfully, children should be supervised coming to and from school.
- To minimise footfall onto the school site, only 1 parent/carer in a family should bring their child/ren to school and collect them from school. It can be a different parent at the beginning of the day to the end of the day.
- No parent will be allowed to enter the school building at drop off or collection time.
- All parents should maintain at least 2m separation between themselves and everyone else, apart from their own children, whilst on the school site.
- All children in Reception, Year 1 and Year 6 will enter and exit the school building through their classroom fire exit door. Key worker children will enter and exit through the lower gate as they will be based in our new classroom.
- A safe distance should be kept until the parent is satisfied that the child has entered the building.
- All parents should depart the school site as quickly as possible having dropped off / collected.
- The drop off zone will be manned by Mr Norris every day – we encourage parents to utilise the drop off zone.

## **Preventive measures**

The school will take all reasonable, preventative measures to minimise the spread of infection. We encourage parents to remind their child of this prior to returning to school:

Encouraging good hygiene by promoting the importance of handwashing for at least 20 seconds with warm water and soap in the following circumstances:

- Before leaving home (this is something you and your child must do)
- On arrival at school
- After using the toilet
- After breaks and outdoor activities
- Before eating any food, including snacks
- Before leaving school

Where hand washing is not an option, hand sanitiser will be available. Children can bring in their own hand sanitiser, where parents wish for this, but it should be labelled and will not be shared with others.

- Ensuring pupils understand that they must cover their cough or sneeze with a tissue, then throw the tissue away or sneeze/cough into the crook of the elbow.
- Ensuring long hair is tied back to reduce the amount of times the face is touched.
- A clean set of uniform should be worn each day and should be washed immediately on returning home.

## **Resources**

Children should not bring additional resources into school. They do not need to bring pumps, PE kit or book bags / bags. If children are returning books to school, there will be boxes on the playground for books to be returned.

## **Wearing face coverings**

The guidance received from the Department for Education does not mandate the wearing of PPE by pupils or staff (only when staff have to perform 'intimate care' e.g. if a child soils themselves or when first aid is being administered).

## **Class and Group Size**

Guidance from the Department for Education has advised a maximum class size of 15 pupils, we will try to maintain class 'bubbles' of eight to ten pupils. Although it has been planned, it cannot be guaranteed that children will be taught by their class teacher, due to possible illness or isolation.

## **Food and Drink**

School meals will continue to be provided by Leeds Catering and they will provide 'Grab bags' and a bottle of water to all Reception/KS1 children and children entitled to free school meals. Year 6 parents will need to provide a packed lunch and bottled water for their child.

## **Social and Emotional Wellbeing**

We would ask parents to notify us of any specific concerns their child may have via the office email prior to returning to school. Most children will have missed the routine of school, seeing their friends, and being supported by their teachers and other adults in the school. Staff will provide:

- opportunities for children to talk about their experiences of the past few weeks.

- opportunities for one-to-one conversations with trusted adults where this may be supportive.
- some refocussed lessons on relevant topics, for example, mental wellbeing or staying safe.
- pastoral activity, such as positive opportunities to renew and develop friendships and peer groups.

### Years 2/3/4/5

The staff and I are saddened we are not able to have the children in Years 2 to 5 back in school, but we all hope this may still happen before the end of this academic year. These children who will continue to learn at home will still be able to access the tasks set by their class teacher, online materials and will continue to have direct contact with their class teacher, as you have been doing for the past two months.

### Message from Mr McGuire

Mr McGuire emailed me very late last night, whilst I was typing this newsletter, pleading for me to squeeze his 'Lockdown Star Pupils' into this newsletter...and here they are:

<b>Y6 Century:</b> English – NJ, Jack Maths – NJ, Niamh, Zaynab, Joshua Science – William SPaG – Jacob, Zaynab, NJ	<b>Y5 Century:</b> English – Zoe, Jake, Scarlett, Charlotte Maths – Islay, Zoe, Jake, Charlotte, Temi Science – Zoe, Islay SPaG – Ryan, Scarlett, Zoe, Islay
<b>Special mentions:</b> Thomas K for producing a fantastic power point presentation on World War 2. Joshua, Esme and Niamh for discussing their concerns about transitioning to High School on our blog.	

**Below is a letter to all Leeds parents from Saleem Tarig, Director for Children and Families, Leeds City Council:**

### Children Returning to Schools

Dear Parent(s)/Carer(s)

During these difficult times, I would like to take this opportunity to thank you for the role you have played in home-schooling your children. I know that it isn't an easy task when trying to juggle many other commitments too!

As you are aware, the Government recently announced plans for children in certain year groups to return to primary school from June 1<sup>st</sup> provided five key tests are met. They have requested that children in nursery, reception, year 1 and year 6 are the first children to return. The Government will confirm if the five key tests have been met sometime in the next ten days.

It is also expected that all vulnerable children should return if they have not already done so and if it is safe to do so. For children with an Education, Health and Care plan, their individual risk assessment should be reviewed and if their needs can be met as safely or more safely in an education environment then they should attend. If the risk assessment shows they cannot attend safely your school will support you in identifying what provision can be put into place.

I'm sure you understand that school leaders have a significant range of factors to take into account when deciding if they can safely increase the number of children returning to school.

In Leeds, we have asked head teachers to look at the situation in their own school and decide what is safe for your child. We do not expect that all schools in Leeds will be in a position to welcome back all children in the eligible year groups due to each school's unique set of circumstances.

Some schools, for example, may have a large number of staff who are shielding and therefore have to stay at home. Some schools have limited space, or small classrooms, meaning that social distancing is difficult. Other schools may have significant numbers of vulnerable children or children of key workers, resulting in not enough staff or rooms to take any more pupils. School Leaders will inform you of their plans for the phased opening of your school. They will also be regularly reviewing the situation and will let you know when they are in a position to take more children.

June 1<sup>st</sup> is the earliest date that a school can begin a phased return of children to school. This date, however, may not be the date that your school begins their phased return. There may be circumstances, for example, where school leaders have not had the opportunity to adequately consult with all staff about Health and Safety issues and procedures by that time or it may be that schools need additional time to 'set-up' and organise the school prior to the children's return. What this means is that in Leeds each school may be doing something different. I know that this may be frustrating to some parents and carers when you are anxious for your child to return to school.

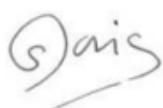
I am writing to ask you to be respectful of the decision made by the head teacher of your child's school, in the knowledge that their decision has been made with the safety of all children and staff at its heart.

Schools will continue to look at whether more children can be welcomed back as the weeks go on and will communicate this to you if that is the case.

In the meantime, teachers continue to provide work for children who will still be at home.

I thank you in advance for your patience during these difficult times. I hope you and your families stay safe and well.

Yours sincerely



I hope this newsletter has answered some of your questions regarding the June opening of school for pupils in Reception, Year 1 and Year Six. I would also encourage parents to read through our 'Covid 19 Return to School Action Plan' and email your completed 'Covid 19 Home School Agreement' to the school email address: [admin@hawksworthprimary.org](mailto:admin@hawksworthprimary.org)

Best wishes and thank you for your continued support.

*Mr Dale Norris*

Headteacher

