

## Headteacher's Comment

As we approach the school re-opening for Reception, Year 1 and Year 6, I thought it would be beneficial to send out the Hawksworth Herald earlier than normal so as to provide parents with an updated overview of procedures for the return.

## 'Bubbles' and staffing

**Class 1** is Bubble 1:

**Where?** Class 1 classroom

**Who will be teaching my child?** Mrs Malir (Mon to Wed) Mrs Metcalfe (Wed to Thursday) Mrs Williamson

**Which year groups will be taught in this bubble?** Reception and Class 1's present Year 1s



**Class 2** is Bubble 2:

**Where?** Class 2 classroom

**Who will be teaching my child?** Mrs Oliver, Mrs Swinton

**Which year groups will be taught in this bubble?** Class 2's present Year 1s



**Class 4** is Bubble 3

**Where?** Class 4 classroom

**Who will be teaching my child?** Mr McGuire, Mrs Dowling

**Which year groups will be taught in this bubble?** Class 4's present Year 6s



**Keyworkers** is Bubble 4 and Bubble 5

**Where?** New classroom

This Bubble will be based in the same classroom but will be split into two groups to aid teaching – KS1 and KS2

**Who will be teaching my child?** Mrs Dereix to teach KS2, Mrs Gallagher to teach KS1



**Kestrels** is Bubble 6

**Where?** New Classroom

**Who will be teaching my child?** Mrs Lister, Miss Hewitt.

**Which year groups will be taught in this bubble?** Only Keyworker children

**Office** is Bubble 7 (Mr Norris/Mrs Hyde/Miss Hewitt)

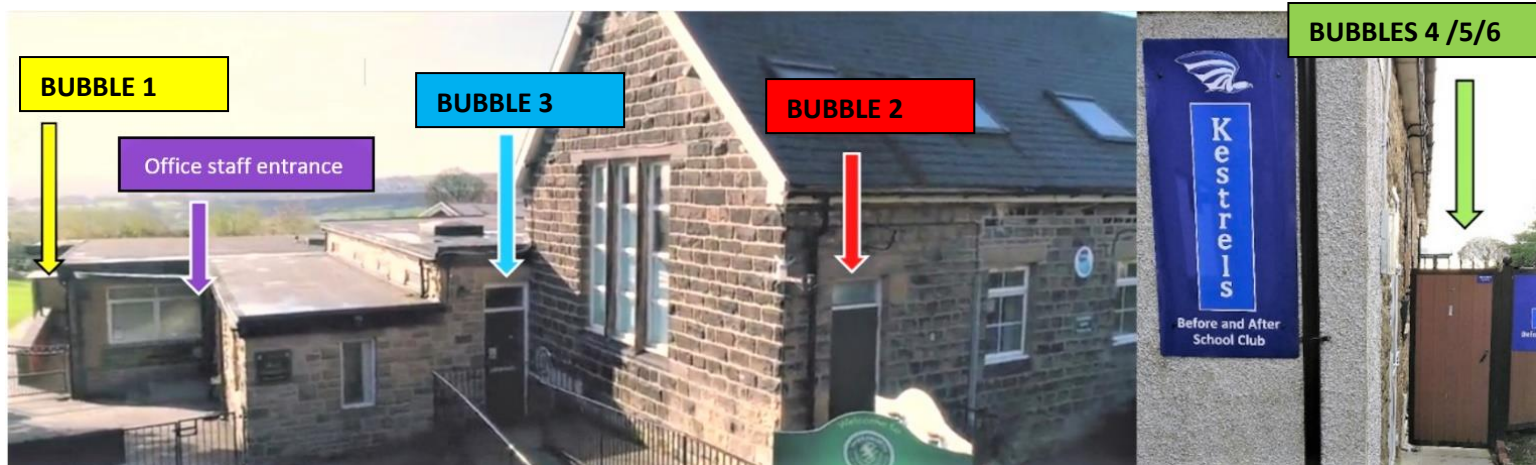
#### Bubbles

- Staff and children will not be able to enter another bubble or meet others from another bubble.
- Children will **not** be able to swap bubbles eg. from Keyworkers to Bubble 3.

#### Key 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 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 classrooms 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		

## Entrances and Exits



## Start of the Day

- When your child arrives in the morning all the gates will be open (they will be closed when all children are safely in their bubbles)
- 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.
- As children arrive those in Bubbles 1, 2 and 3 will be directed to Miss Hewitt who will then take their temperature using a non-contact infrared body thermometer. If the child's temperature is exceeding 37.8 degrees Celsius the child will not be admitted to school and the parent will be asked to take their child home.
- Mrs Lister to check the temperature of all children attending Kestrels and Keyworker children (Bubbles 4/5/6) using a non-contact infrared body thermometer. If the child's temperature is exceeding 37.8 degrees Celsius the child will not be admitted to school and the parent will be asked to take their child home.
- After having their temperature taken your child will be asked to walk directly to their classroom/bubble entrance.
- Mr Norris will be manning the drop off zone.
- Let your child walk straight to their bubble/classroom door which will be open and manned by staff.

## Break times

10:15am – 10:30am (group 1: Class 1 and key workers)

Children and staff will remain in their bubble and will be kept separate from others in another bubble.

10:30am – 10:45am (group 2: Class 2 and 4)

Children and staff will remain in their bubble and will be kept separate from others in another bubble.

### Lunch times:

will be staggered - 1 member out of the bubble team to be on duty.

Session 1: two groups inside classrooms 11.45am to 12.15 then outside from 12.20 to 1:00pm.

Children and staff will remain in their bubble and will be kept separate from others in another bubble.

Session 2: two groups outside 11:50am to 12:20 then inside classrooms 12.20 to 1.10pm.

Children and staff will remain in their bubble and will be kept separate from others in another bubble.

Staff and children to eat lunch in their bubble classroom.

## End of the day

Reception: 2:45pm pick up

Year 1: 3:00pm pick up

Year 6: 3:15pm pick up

Staff will send children out one by one when the parent is seen. Children to leave their coat and sun hat in school.

## Please note

### Cloakrooms

- Cloakrooms will not be in use and children should bring only their lunch, coat, sun hat, sun lotion which will be stored in their identified space underneath their desk

### Books

- Any books returned by children must be dropped off in the 'Quarantine Box' at the front gate.
- Reading books will not be sent home nor will any exercise books.

### Curriculum

- 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. However we will adopt a flexible approach e.g. if your child has grown out of their shoes - trainers will be permitted or a t-shirt underneath their uniform etc. However, the wearing of their school uniform will help to maintain a sense of normality and make the transition from home schooling to school easier.

### Health and safety checks

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

### Preventive measures

Staff will remind children the importance of handwashing/use of sanitiser for at least 20 seconds with warm water and soap in the following circumstances:

- On arrival at school
- After using the toilet
- After breaks and outdoor activities
- Before eating any food, including snacks
- Before leaving school

Also class teachers will:

- Ensure 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.
- Ensure their and child's long hair is tied back to reduce the amount of times the face is touched.

### Wearing face coverings

When staff have to perform 'intimate care' (e.g. if a child soils themselves or when first aid is being administered) they will need to wear gloves, visor and mask.

### 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 (in foil not a packed lunch box) and bottled water for their child. 'Grab bags' will be left on a table in the main hall and will be collected by one member of staff from each bubble.

**DON'T FORGET TO EMAIL YOUR SIGNED PARENT/SCHOOL COVID AGREEMENT TO SCHOOL - UNLESS WE RECEIVE IT YOUR CHILD WILL NOT BE ABLE TO ATTEND SCHOOL W/B 8<sup>TH</sup> JUNE 2020. (AGEEMENT CAN BE DOWNLOADED FROM THE SCHOOL WEBSITE UNDER THE PARENT TAB).**

**Message from Mrs Dereix**

I have prepared a new Home Learning Project for KS2 including 10 engaging and enjoyable survival tasks to complete this half term, covering a range of subjects in the curriculum. All information and instructions can be found in the project booklet which has been uploaded to Class 3's page on the school website. *Mrs Dereix*

Best wishes and thank you for your continued support.

*Mr Dale Norris*

Headteacher

