Dear Parents,

Ahead of our return next week I thought I should take the opportunity to reaffirm key details and arrangements set out in previous letters.

**Drop Off and Pick Up**

Please adhere to the staggered times and move on swiftly, using the one-way system. If anybody else if collecting your child, please make sure they understand this procedure also. The path to school is clearly marked, as is the one-way system moving past the hall. You will not be able to speak to teachers before school, but I will be on the door, armed with hand sanitiser each morning and can pass on any messages. However, the most time effective way to do this is to email the school office and we will ensure the message is passed on in a timely fashion.

A reminder of the drop off and pick up times:

Drop off

8:30 – 8:40am Key Workers

8:40 – 8:50am Year 6

8:50 – 9:00am Year R

9:00 – 9:10am Year 1

Pick Up Mon – Thurs

2:30 – 2:40pm Year R

2:40 – 2:50pm Year 1

2:50 – 3:00pm Year 6

3:00 – 3:10pm Key Workers

Pick Up Friday

12:00 – 12:10pm Year R

12:10 – 12:20pm Year 1

12:20 – 12:30pm Year 6

12:30 – 12:40pm Key Workers

If your child normally walks home from school, you must confirm that you still wish to be the case by emailing the school office before Monday.

**Lunches and Snacks**

These can be ordered in the usual manner from Innovate, and the weekly menu was sent to you earlier this week. The deadline for orders for Monday is Saturday night. If you do not wish to order form Innovate, please send in your child with a packed lunch. It would be helpful if your child is able to unpackage/unwrap all items in their lunch box themselves.

Snacks may be brought in, separately wrapped for the children to keep on their desks.

**Uniform**

I have given consideration to this, but I do feel that wearing uniform will give a sense of normality to children returning to school. However, there is no need to wear a tie. Ideally, uniform will be clean each day. Our summer uniform allows for polo shirts, shorts, skirts and summer dresses be worn. Children will be able to continue wearing summer uniform at the beginning of next academic year. One slight change is that on Wednesday, children can attend school in their PE kit as this will be the day they will be having a session from Premier Sports. They will wear this for the whole day. Please make sure all uniform is named.

I understand shoes may not still fit and you will be reluctant to buy new ones so close to the summer holidays. In this instance trainers will be acceptable.

**Equipment**

Children should bring in a water bottle and snack, and a hat, coat and lunch box if required. **Children do not need to bring any other equipment (including book bags) from home, as this will be provided.** Regarding sun cream, it is preferable if they wear all day sun cream that can be applied at home. Failing that, they will need to bring their own in and be able to apply it themselves.

At this time, we will not be sending reading books home - having to quarantine them for 72 hours at a time and introducing books from different settings is impractical. Most books we send home are from the Oxford Reading Tree scheme, and their whole collection is available online for free. If your child is in Key Stage 1 they will be heard read regularly. Key Stage 2 children may bring in one book from home as a reading book, but this will need to stay in school.

**Groupings**

Children will be told of their class groups when they arrive at school on Monday. We have chosen the groups carefully and with regard to their friendships, academic needs and the levels of support available. Please appreciate that we have arranged them so they are to the benefit of as many children as possible. Each group is led by a teacher and handover discussions have taken place so they can be as well informed as possible about children they may be unfamiliar with.

**Volunteers and Access to School**

Please can I remind you that we will not be having volunteers on site, and that no-one should enter the school building unless it is through a pre-arranged appointment.

**Preparing Your Child for School**

Attached to this letter is a PDF of a presentation to share with your child to prepare them for what school is like. It goes into details about routines and has pictures of what the school will look like on their return. I strongly encourage you to take them time to read through this with your child, so they are not daunted by the changes to the organisation of the school.

**Home-School Agreement**

Thank you to those who have already filled in the online form. It is important this is adhered too, particularly, around not sending your child to school if they have symptoms. If you have not done this, please do so as soon as possible. Your child will not be able to return to school if this is not completed. It can be found at <https://forms.gle/QCeXXfs7hzNU7rJR6>

**Other Information**

You are entitled to change your mind about taking up your school place, but please think carefully before doing this. Given the current guidance for groups membership to remain consistent we cannot easily plan for children to be attending one week, being kept at home the next, and then returned again the week after. Please contact the school office if you wish to discuss this.

Although we not asking the children to wear face coverings, this is a parental choice and feel free send your child in wearing one. However, please ensure they fully understand how to use it correctly.

As always, if you have any questions, do not hesitate to contact me. I look forward to seeing you all next week and getting school back to some kind of normal.

A close up of a logo

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Alastair Haywood

Headteacher