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Dear Parents/Carers,

Thank you for your fantastic support during this challenging time. The community has come together in an amazing way to ensure that children are safe and continue to learn.

We have been working hard to ensure that the school is ready for full re-opening on Monday 8 March. Following government guidance, we expect all children to return to school on this date. The Summerhill team are really looking forward to welcoming everyone back.


We are very keen to bring back a sense of normality for the children so that they have a smooth transition back into school and can continue their learning in a successful way. To support this, please make sure that they arrive in their full school uniform, have a water bottle with them and that arrangements for lunch have been made. The new menu for next week was sent out to families yesterday. If children have school reading books or other school resources with them at home, please bring them back into school next week.

It is really important that we all follow the safety guidelines in place. Please arrive for drop-off and pick-up at the correct time, make sure that you maintain social distancing around the school grounds, and follow the one-way system in the playground. Please also be considerate and not park or drop-off on the zig-zag lines outside of school. These measures are in place to keep adults and children safe. We will remind children of expectations when they return and we thank you in advance for your support with this.


Please find below some very important information for the return. If you have any questions or need any further information, contact a member of the team and we will be happy to support.

Pupils should arrive at the following times and in the following ways:

Timings for the school day


 The school day at a glance	Start	Break 15 minutes	Lunchtime 50 minutes Start	Lunchtime 50 minutes End	End
Red, Crimson and Scarlet Classes	8:30	10:00 Playground	12:00	12:50	14:55
Blue, Green and Amber Classes	8:40	10:15 Playground	12:20	13:10	15:05
Yellow and Orange Classes	8:35	10:15 MUGA - split	12:10	13:00	15:00
Violet, Indigo and Purple Classes	8:35	10:30 Playground	Violet, Indigo: 12:50 Purple: 13:00	Violet, Indigo: 13:40 Purple: 13:50	15:00

Beginning of the school day – drop off

 Children entering school	When	Where	Parents/carers information
Red, Crimson and Scarlet Classes	8:30	White doors at bottom on stairs	Enter via top gate Line up on dots Drop child off at the door- where a teacher will be waiting

Blue, Green and Amber Classes	8:40	Atrium doors	Enter via top gate and immediately exit via side gate (children to walk around playground, to the doors where teachers will be waiting, on their own)
Yellow and Orange Classes	8:35	Atrium doors	Parents/carers are encouraged to drop-off off- site or pupils to walk alone. However, if you would like to drop-off please follow instructions below. Enter via top gate and immediately exit via side gate (children to walk around playground, to the doors where teachers will be waiting, on their own)
Violet, Indigo and Purple Classes	8:35	White doors at bottom on stairs	Parents/carers are encouraged to drop-off off- site or pupils to walk alone

End of the school day - collection

 Children exiting school	When	Where	Parents/carers
Red	14:55	White door at bottom of stairs	<p>Enter via top gate Line up on dots leading to the relevant door Say child's name when you get to the door, the class teacher will ask your child to come out</p> <p>Exit playground via one way system (keep the tyres on the playground to your left)</p>
Crimson	14:55	Dining Hall door	
Scarlet	14:55	Atrium Door	
Blue	15:05	White Door at bottom of stairs	<p>Enter via top gate Line up on dots leading to the relevant door Say child's name when you get to the door, the class teacher will ask your child to come out</p> <p>Exit playground via one way system (keep the tyres on the playground to your left)</p>
Green	15:05	Atrium door	
Amber	15:05	Dining Hall door	
Yellow	15:00	Dining Hall Door	Pupils are encouraged to meet parents off site or walk home alone, however if you

Orange	15:00	Atrium door	would like to collect from site please follow these instructions: Enter via top gate Line up on dots leading to the relevant door Say child's name when you get to the door, the class teacher will ask your child to come out Exit via one way system (keep the tyres on the playground to your left)
Violet Indigo Purple	15:00	White Door at bottom of stairs	Pupils are encouraged to meet parents off site or walk home alone

We will endeavour to keep to these timings throughout March, however please note that there may be some changes once we have brought all of the children back and have reviewed our risk assessment. Thank you for your on-going support at this unprecedented time.

Risk assessment

Our risk assessment ensures the mixing of different groups is limited by only allowing children to work or play with their class 'pod' or their class 'bubble'. If the children are playing as part of their year group, they will be asked to maintain a social distance from each other. If a child in a bubble or pod has a positive COVID-19 test it will be necessary to trace the other children whom they have had contact within the bubble and ask them and the pod to isolate for 10 days.

The risk assessment states that children who are unwell with COVID-19 symptoms or who have a member of their immediate family or bubble who is unwell with COVID-19 symptoms must not attend school. It will be of the utmost importance that we are aware of the reason for your child's absence from school as we have to report daily to the DfE. If your child is ill please telephone the absence telephone line (0117 903 0347) and give the specific symptoms in the reason for absence.

COVID-19 symptoms which would stop a child from attending school are:

- A high temperature
- A new persistent cough
- Loss of the sense of taste or smell

We would encourage you to access testing for any member of your family with COVID-19 symptoms. If a test result is negative, isolation can cease and your child can return to school. If your child has a positive test result, they will be asked to stay away from school for 10 days. Those they have had close contact with in their bubble, plus their entire pod (class), including adults who have been in close contact with the class, will be asked to isolate for 10 days also. If we have to isolate a class we will provide distance learning via Class Dojo and the Blog (in the same way we did during lockdown).

Your child must be dropped to school at the correct time for their class (see table above) and collected from school at the correct time for their class. If you have to wait for a child in another year group at the end of the day, please ensure that you wait in a socially distanced way in the designated waiting area (next to the bike shed). Please reduce the amount of people on site by only having **one parent/carer per family** dropping off or collecting.

We are encouraging parents/carers of Year 6 and Year 5 children to drop them off and meet them off of the school site (e.g. the green space at the bottom of Plummers Hill) or to allow them to walk to and from school on their own. We previously issued a new permission form for walking alone and will send this out again. Please ensure this is completed and returned to your child's class ASAP if you would like to update your details further and change your current process for walking.

Masks

There has been no change to the Government recommendations for face coverings in primary schools. The Government recommends that face coverings are worn in early years and primary schools for staff and adult visitors where social distancing between adults is not possible, for example, when moving around in corridors and communal areas.

Equipment/lunches/P.E

Children are not allowed to bring their own toys or equipment from home, this includes pencil cases and stationery. We will provide the children with all of the equipment they need. **Small bags** are allowed if necessary to carry a water bottle, healthy snack and book. Please note that storage space is limited so please only allow your child to bring a bag if absolutely necessary. Please ensure that your child has a named water bottle in school with them each day. Please ensure your child has a named coat if the weather requires it, as we will be outside at break times and lunchtimes and all PE will be taught outside to allow ventilation indoors during lesson times.

We will be providing hot meals or children can bring in packed lunches. We cannot currently provide a tuck shop. Your child can bring a healthy snack for break (please support this by ensuring that your child does not bring crisps or chocolate as part of their snack).

Your child's teacher will let you know what days of the week your child has PE. On PE days, the children should come into school in their PE kits which is black shorts or leggings, a white t-shirt and trainers or daps. As we will be going out in all weathers, children are allowed and encouraged to wear warmer clothes over the top of their PE kits such as tracksuit bottoms and jumpers. On cold days, children will also be allowed to wear coats out to PE if they wish. They should also have a bottle of water in school which they will be encouraged to take out to PE with them.

Breakfast Club and After School Club

We will be running Breakfast Club from 07:30 until the relevant start time. Children will be expected to sit with other children from their class bubble. Spaces will be limited to allow for 2m distance between each year group bubble.

We will run an After School Club until 17:45. Children will be expected to sit with other children from their class bubble. Spaces will be limited to allow for 2m distance between each year group bubble.

More information will be sent to those who have registered for these clubs directly.

Contact details - parents and emergency contacts

If you have changed any contact details - phone, email or moved house, please let us know straight away. Also, please let us know if the emergency contacts we hold for your child have changed too – it is very important that this information is kept up to date.

Reception/First Aid

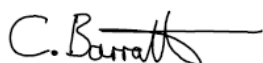
Reception will continue to run as it currently is to support with the management of COVID-19. We will only be allowing visitors on site for pre-arranged meetings. Should your child be late for school and the gates are closed, please take your child to reception, ring the buzzer and the office team will allow your child to enter, however adults must not enter the reception area. If your child has forgotten their packed lunch, please email us by 9.30am at info@sa.cabot.ac.uk and add a credit to their SCOPAY account (if not free school meals) and we will provide a lunch for them. If your child has forgotten their PE kit, we will provide them a clean kit for the session. If you have received a call from first aid to collect your child, they will inform you of what to do when you arrive. If there are any messages, please email us at info@sa.cabot.ac.uk.

We would like to reassure you that we are here to support all our pupils and families and will do our utmost to help your child return to learning on the school site and to enjoy being with their friends again.

If you have any questions or worries about your child coming back to school due to the risk of COVID-19, please contact us as soon as possible. We want to listen to any concerns you may have and do our best to help.

I look forward to seeing you all very soon.

Best wishes,



Chris Barratt

Principal

Further guidance

You can find further information related to Covid-19 and school opening, attendance and guidance here: <https://clf.uk/covid-information-hub/> which is updated regularly.

Further guidance from the Government is available here:

<https://www.gov.uk/government/publications/what-parents-and-carers-need-to-know-about-early-years-providers-schools-and-colleges-during-the-coronavirus-covid-19-outbreak>

Information in English and in Other Languages:

Doctors of the World has produced translations of Coronavirus information about how to stay safe: <https://www.doctorsoftheworld.org.uk/coronavirus-information/>