



Interim Executive Headteacher: **Mr L Haynes** Head of School: **Mrs A Innes**

Hempland Primary School
Whitby Avenue, Stockton Lane,
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Hempland Primary School is part of
Pathfinder Multi Academy Trust, an exempt
charity registered in England and Wales.
Company Number: 07559610.
Registered Office: Archbishop Holgate's
School, Hull Road, York YO10 5ZA

27th August 2020

For parents / carers of children in Years One to Six

Dear Parent / Carer

As we approach the final few days of the summer holiday and the much welcomed return to school for all children we thought we should write again to clarify and expand on some of the details shared at the end of the summer term. We are all very much looking forward to welcoming the children back on Tuesday 8th September – we have missed them and can't wait to get back to teaching. We must, of course, make sure we are doing this as safely as possible and our risk assessment and preparations for the new school year have been very thorough in order to give you as much confidence as possible about sending your children back.

As with before the summer, everything set out here is subject to change - we continue to follow government guidance which, as you will have seen, changes frequently – or is, at times, somewhat lacking.

Who will be back at school in September?

We are expecting all children back from **Tuesday 8th September** (Monday 7th is a staff training day). Children will be able to come to school 5 days a week, full time.

The school day

We will be extending the opening and closing of school to try and support social distancing.

All classroom doors will be open from 8.30am-9.00am at the start of the day. Classes will be able to leave as follows at the end of the day:

Y1 & Y2 between 2.45pm and 3.05pm

Y3, Y4 & Y5 between 2.55pm and 3.15pm

Y6 at 3.15pm

Children can be dropped off at and collected from school during this window at each end of the day.

We ask that you and your children don't arrive earlier than these times and don't remain on site any longer than you need to in order to help the flow round school to be a steady one.

Entering and Leaving school

- Children should be brought to school by one adult only.
- Where possible, children should walk or cycle to school.
- Children should wash their hands at the stations located around the site on entry.
- Please remember to maintain social distancing when waiting for the classroom doors to be opened.
- Children will be asked to come into the building one at a time or in a managed way, to avoid gatherings in doorways.
- Parents can not enter the school building at all and won't be able to talk to the class teacher at the door – any messages (eg a different person collecting at the end of the day) should be sent to the school office by email (again parents are not allowed to come to the school office other than by appointment.) If you need to talk to a teacher, please ask the office to arrange this – the teachers will call you as soon as they are available.



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Quarantine Rules

It is essential that you follow the restrictions on travel from certain countries. If you need to quarantine after a trip abroad, please ensure you do so. In this case, please let us know by email so we can record the absence correctly.

Attendance

We will monitor attendance in the usual way. Our approach to managing attendance will be the same as always, meaning that we will work with you to ensure good attendance.

How children will be grouped

Children will be in their own class with their own class teacher. Year groups will be working as bubbles as follows for break, lunch and sharing resources:

- Reception & Year One
- Year Two
- Year Three & Class BDTC (Year Four – Mrs Dean and Mrs Campbell)
- Year Five & Class GD (Year Four – Mr Dyer)
- Year Six

Most of the time, children will stay in their own classroom but we will need to mix sometimes and this gives us the flexibility to do this.

How classrooms will be organised

- Reception and Year One children will learn through a mixture of areas of provision and in small groups, sometimes with a teacher or teaching assistant.
- Year two children will, where possible be seated facing the front of the room. They will also work in grouped tables at times.
- Year three and older children will be seated facing the front of the room.

Although this is quite different to how we normally teach, it doesn't mean children can't interact with each other – they will continue to work collaboratively but where possible will face the same direction as each other and sit side by side rather than opposite.

Uniform and Equipment

- We expect all children to wear correct school uniform, including PE kit.
- Children **must not** bring pencil cases, toys or other equipment to school.
- Children walking to school alone may bring a mobile phone but they must switch it off when entering the school grounds and hand it to the teacher on entry to the classroom. It will be kept in a box in the teacher's store cupboard on a high shelf until the end of the school day. **Please only allow them to bring these if absolutely essential (ie if they are walking home alone).**
- Water bottles should be brought to school as usual **and taken home daily to be washed.**
- We will not maintain a lost property box. Unnamed items will not be kept. It is essential that all clothing, therefore, is named.

It is important to note that school will be ventilated at all times – windows open each day, irrespective of the outside temperature. Please ensure your children are dressed warmly enough for this.

Bikes and scooters

Children may come to school on a bike or scooter and park them in the cycle and scooter racks.

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Lunchtimes

Lunches will be staggered so that bubbles do not mix in the hall and to allow for cleaning times in between. Children will get plenty of time to eat and play. Lunch time will not be shortened. There will be a revised menu for lunches which will be shared as soon as we have it from the provider.

Out of School Club

The club will operate **in the dining hall** both before and after school. Drop off and pick up for this is at the front entrance to the left hand side of the school (look out for signs directing you to this). Children from different bubbles during the day will be able to attend club together as one consistent group. As for other times of the school day, parents must drop children off and collect at the door – staff will take children through school for club.

Trips

There will be no school trips or visitors into school till at least the end of September.

Volunteers

Sadly, we cannot accept any volunteers into school till at least the end of September.

Parents in school

Unfortunately, we cannot let parents come into school other than by prior appointment (eg for a meeting with a class teacher or the SENDCO). For general queries, please phone or email the office.

Parents will not be able to talk to the teacher at the classroom door at the start or end of the day – all queries will need to come through the school office by phone or email.

Homework

We will be using Google Classroom only for homework from Year Three to Year Six – physical books will no longer be used. Children in Years One and Two will be issued with a pack for their homework. We will support any families who don't have access to a suitable device for their child to do their homework.

Reading books & Reading Records

Children will still have reading books and reading records. Classes will adopt a system for changing and issuing new books on a consistent day of the week to allow time for cleaning or isolating books in between users.

Hygiene Requirements

Handwashing will be a big feature of the school day – with handwashing before entry to school and regularly throughout the day.

We will follow the 'Catch it, Kill it, Bin it' routine with tissues being available in all classrooms.

Cleaning

We have an enhanced cleaning regime in place, with more cleaning of surfaces such as door handles and equipment that children will use (eg maths equipment, lego bricks, artefacts, paint brushes).

Social distancing

Staff will be asked to keep socially distant from each other and from children where possible. We will, however, support and comfort children if we need to.



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Curriculum

We intend to offer as wide a curriculum as possible from September. There will be time spent catching up on missed learning, but children also need a broad and balanced curriculum to thrive.

We will have an increased focus on wellbeing and the PSHE curriculum.

Shielding

If your child was previously in receipt of a letter from the NHS requiring them to shield, please contact us by email (office@hempland.pmat.academy) before the 7th September so we can discuss this with you and any alterations that may need to be made to accommodate them back in school.