



Head Teacher: Mr Chris Tofallis

4th June 2020

Dear Parents and Carers,

Reopening School for Reception and Year 1 – Tuesday 9th June 2020

Following the Trust meeting today, we will be opening on Tuesday 9th June for our Reception and Year 1 pupils. I can confirm that the Trust have agreed on this matter and we look forward to welcoming our pupils in Reception and Year 1 next week.

We have held a staff INSET this week and Monday 8th June will be used as the last INSET to brief our staff on our reopening.

Parents and Carers in Reception and Year 1, please kindly confirm your child's return to school via email to the school office by 5.6.20 if you have not done so already. If you change your mind in the coming days that is fine and if you would like your child to return to school please inform the school office and give a few days' notice. Attached to this letter are photos of what the school entrance, Reception, Hall, Year 1 and the playground all look like so please familiarise the children before they come back to school. Mrs Toal has also attached a social story for all our children. Children will be able to go to the toilet one pupil at a time in their group. Returning to school is a big step for everyone so we would welcome your support in helping the children deal with any issues, emotions and any possible distress. Due to social distancing measures in place it will be difficult for staff to hug and cuddle any pupil. If a pupil is feeling distressed, when you bring them in, we would kindly ask your support to wait in the playground for a few minutes until the pupil has settled in the morning. Thank you for your anticipated support in this matter.

The times will be staggered to aid with social distancing in the playground during the busy periods.

Reception opening times: 8.45am Register and 2pm pick up. Held in the Reception classes or School Hall. Drop off and pick up will be either in the Reception outdoor playground or in the MUGA basketball court by the bike shelter. The class teacher will confirm drop off and pick up location to the parents before 9.6.20.

Year 1 opening times: 9.00am Register and 2.15pm pick up. Held in the Year 1 or Year 2 classes. Drop off and pick up will be either outside the Year 1 or Year 2 classes. The class teacher will confirm drop off and pick up location to the parents before 9.6.20.

Key worker/ Vulnerable Pupils Care group: 8.50am Register and 3.15pm pick up. Open from 1.6.20 as usual. From next week, held in the Y3 Lynx and future Y5 class on the first floor. Drop off and pick up will be from the library doors outside (Year 3 pick-up point).

The children and adults will stay in their groups. They will not move from one group to another and it is important that parents drop off and pick up at the correct times to avoid congestion and crossover with no waiting around. Only one adult should drop off your child to school and to always be aware of social distancing with the 2 metre rule at all times in the playground while walking to and from the class. Children should not be running ahead of any of the adults at any time. The climbing frame and adventure playgrounds are completely out of bounds at all times.

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The pupils will also eat in their class areas. A packed lunch will be provided and where possible some hot food will be served too. The children will have their own seating places and will be allocated their own zip folder with resources to use for the rest of the term. They will not need to bring anything to school except for their water bottle. School uniform is required as always and if anyone has any issues please speak to the school office.

We understand that some parents will be anxious about returning to school and we totally understand this. If parents choose not to send their child back to school there will be no consequences or fines for non-attendance.

As a reminder, teachers may wear a face mask on greeting parents at the start of the day but may not have these on during the day. Our Community Room will be the new Welfare room for anyone that is feeling unwell and pupils will be collected directly from the Community Room if a parent is called. Every morning our staff and pupils will have their temperatures taken to ensure everyone is as healthy as possible. All our staff are first aid trained and if any member of staff feel that a pupil is not well they will be taken to the Community Room and parents will be called. In these difficult times we will be minimising any risks and if anyone has a suspected cold, virus or temperature they should not attend school at all and be off until they are healthy to return.

For all our pupils that are unable to attend school in Reception and Year 1, the teachers will email and upload the school work they would have missed onto Purple Mash. Any pupil who misses school but completes homework on Purple Mash will have their work acknowledged.

Please ensure all rules and guidelines are followed on the school site at all times. If you need to send a message to the teacher please do so via telephone or email the office office@ashmoleprimary.org 0208 361 1881. It will be difficult to talk directly to staff face to face given the current climate and I thank you all for your understanding with this matter during this difficult time. We need to protect each other and be socially aware. Due to the current climate, parents will not be allowed into any of the class areas or the building to further minimise any risk. If the teacher needs to speak to a parent they will telephone or book an appointment for a chat. Thank you for your understanding during these tough times.

The Year 2 and Year 3 teachers will be contacting all our parents and pupils next week to safely interact with the classes and update parents. They will continue to provide stimulating resources, plans and videos for your children.

Many thanks and best wishes.

Mr Tofallis

Head Teacher