



Head Teacher: Mr Chris Tofallis

21st May 2020

Dear Parents and Carers,

Reopening School for Reception and Year 1 – Wednesday 3rd June 2020

Following confirmation from the Ashmole Primary Governing Body and the Trust, we plan to reopen for our Reception and Year 1 pupils on Wednesday 3rd June. We have followed the guidance of the Department of Education to ensure that we keep our children, staff and families safe. We have prepared a reopening risk assessment which I would like to share with all our parents and is attached with this letter. The government will confirm on 28.5.20 whether schools can reopen in England and we will of course follow this guidance.

The safety of our pupils and staff is paramount and we are fully prepared to open for our Reception and Year 1 pupils on Wednesday 3rd June.

Our plan is to hold two INSET Days for staff on Monday 1st June and Tuesday 2nd June to brief them fully on expectations and regulations and to go over our strategy and risk assessment. The school classrooms have been cleaned and set up appropriately and signs and markings will be evident. To ensure safe social distancing, everyone on site will have to abide by the 2 metre rule and no class group will be larger than 15 pupils. The Reception children will be based either in their Reception classroom or in the Hall. The Year 1 children will be based either in their classroom or in one of the Year 2 classrooms. All groups will be taught with a maximum of 15 pupils at one time. The groups will be led by the Teacher, a High Level Teaching Assistant or a Teaching Assistant. Teachers will contact all our parents to inform them which class area their child will be based.

The new 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 3.6.20.

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 3.6.20.

Key worker/ Vulnerable Pupils Care group: 8.50am Register and 3.15pm pick up. Open from 1.6.20 as usual. Held in the future Y5 classes on the first floor. Drop off and pick up will be from the library doors outside (Year 3 pick-up point). We will continue to be open over half term on Tuesday 26th May - Friday 29th May and the session will be led by Active London. School is closed on Monday 25th May.

The children and adults will stay in their groups. They cannot 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 at the moment.

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On their return to school, the children will focus on well-being lessons and then build on Literacy, Maths and topic work. Pupils will be kept apart as previously mentioned and will be based in their set area with their set adults. 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. Our staff are here to support the children and as a school we will understand if you may not be ready to return straight away in June. Our office and teachers will email all our Reception and Year 1 parents today to check again which of our pupils will be back in June and to update our records on any new issues or needs. The teachers will also send a letter for the children as well to welcome them back and explain how our classroom areas will be set up. If parents chose not to send their child back to school there will be no consequences or fines for non-attendance. We will respect your decision completely.

All our staff have access to PPE but will not necessarily be wearing it for the whole day. 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 will have their temperatures taken to ensure our adults are as fit and healthy as possible. Children's' temperatures will be monitored during the day. 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.

We all miss you and look forward to seeing you again. Health and safety are the most important factors. 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.

Social distancing measures to combat this hidden virus are so important. 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.

There are no plans as yet on Year 2 or Year 3 returning to school in the immediate future. However, we will keep all our parents updated and the Year 2 and Year 3 teachers are looking at more ways of interacting safely with the pupils and parents. They will continue to provide stimulating resources, plans and videos for your children. Reception and Year 1 parents will receive further details via email from the school office and their class teacher today.

Many thanks and best wishes.

Mr Tofallis

Head Teacher

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