



Principal: Mrs C. Roberts



Friday 28<sup>th</sup> August, 2020

Dear Parent/ Carer,

I hope that you and your family are well and have had a lovely summer and, perhaps even more importantly, to school opening to all our children once again next week. We certainly will be so pleased to see all our children return to school and have Daresbury back as one big family again. I know I wrote to you all on our last day with all of the plans and arrangements but I need to share a few changes with you which have become necessary over the last few weeks. I hope these won't cause too much inconvenience to you and have highlighted these in the letter below for ease.

I can now confirm the following information, arrangements and procedures for you and your child. We have adopted measures that allow us to deliver our curriculum, including full support for those pupils who have SEND and ensuring at least the first half term will allow for a specific catch up from areas missed in English and Maths and ensuring all our children's mental health and well-being in particular from this year's events.

Below I have set out our plans which have now been agreed with the Trust and the Unions:

### Prevention

- Minimising contact with pupils who are unwell;
- Cleaning hands more often than usual;
- Ensuring enhanced cleaning;
- Ensuring good respiratory hygiene 'catch it, bin it, kill it';
- Minimising contacts and maintaining social distancing where possible;
- Wearing appropriate PPE when necessary.

### Response

- Engaging with NHS Test and Trace;
- Manage case of confirmed COVID-19 amongst the school community;
- Contain an outbreak following local health protection team advice.

### Unwell child

If your child is generally unwell then the usual routines apply – calling school, reporting the absence and ensuring your child is back to school as soon as possible.

If you or your child are unwell with COVID-19 symptoms – a fever, new persistent continuous cough, loss of smell or taste – then you must report to us, keep your child off school as per Government guidelines and arrange for test through NHS Test and Trace and NOTIFY school as soon as you have the test results by sharing a copy (screenshot etc) with the school.

If a child becomes generally unwell in school then we will follow our usual procedure and will contact you.

If a child becomes unwell with ANY COVID-19 symptoms then we will follow our procedures in school and you will be asked to collect your child as soon as you can. You must then arrange for a test through NHS Test and Trace and SHARE the outcome of the test results with the school as soon as possible.





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At all times we will follow the latest **Health Protection Team** advice and will liaise with our trust leadership team and our health and safety advisors in Compliance Education.

### Groupings

Following DFE recommendations we will keep pupils in their class groupings or 'Bubbles' for the majority of classroom time. We will endeavour to keep these Bubbles separate and minimise the contacts between pupils from different Bubbles as much as possible.

The staff have been assigned to specific Bubbles too and where staff need to work with more than one child they will remove the child from their Bubble to a separate location rather than cross into different Bubbles. Our classrooms may look a little different still with desks facing forwards. Adaptations will be made to classrooms, shared spaces and other teaching areas to support distancing where possible.

### Term starts

Years 1, 2, 3, 4, 5 and 6 will all start full time from Thursday 3rd September

Reception only:

Monday 7th Sept : 1/2 of the Year group (those with surnames beginning with A to G) attend 9am - 12 noon GROUP A

Tuesday 8th Sept : 1/2 of year group (those with surnames beginning with H to Z) attend 9am - 12 noon GROUP B

Wednesday 9th Sept : GROUP A attend 9am - 1pm (stay for lunch)

Thursday 10th Sept : GROUP B attend 9am - 1pm (stay for lunch)

Friday 11th Sept : ALL Reception children attend 9am till 1pm (stay for lunch)

All Reception children will then start school full time (8:45am - 3:15pm) from Monday 14th September.

### Pupil arrival

We will be asking you to still follow the rule of only one adult per family accompanying children on site. This is to avoid congestion at the school gates, on the path and on the road areas. Adults should avoid chatting and gathering in those areas to allow for a free flow of people in the most socially distanced way possible. We are asking for adults not to chat to school staff and, if you do need to talk to anyone about your child or any other matter, please contact the school office for an appointment. Wherever possible appointments with staff will be via the telephone or using video conferencing. **Due to the restrictions of space within our site we are also requesting that all parents, unless medically exempt, please wear a mask for pick up and drop offs at school as it will not be possible to maintain social distancing on site with increased numbers of adults at**





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this time. I hope you can support school with this measure as it is to protect both you and the school staff as we are all now well aware that the transmission rates between children are very low. If you wish your child to wear a mask as they arrive at school then please ensure you remove it and take it away with you as they go into class. Guidance states that masks are not necessary in school. If your child is travelling by the school minibus then they will need to wear a mask and you must provide a safe means of them storing it in the school day (sealed plastic bag) and ensure your child knows it is only for use on the bus.

We are staggering the arrival and Pick up times as below:

YEAR GROUP/CLASS	START TIME	FINISH TIME
Reception (bottom of the Ramp)	8:45am	3:15pm
Y1 (bottom of the Ramp)	9:00am	3:30pm
Y2 ** see paragraph below KS2 rear door (at the bottom of the steps) 3 <sup>rd</sup> & 4 <sup>th</sup> New classroom ramp from 7 <sup>th</sup>	8:45am	3:15pm
Y3 (Rear door from courtyard)	9:00am	3:30pm
Y4/5 (Staff door by bins)	8:45am	3:15pm
Y5/6 (Staff door by bins)	9:00am	3:30pm

Please arrive at the earliest start time for the children in your family. It is very important that you and your child adhere to the staggered start and finish policy that we will have in place. Children will be called into their classroom or can walk in one at a time (KS2) and will be met by the staff in charge of their Bubble. There will be members of staff available as always to show you what to do. If you have children with different start times please send in both children at the earliest time and they will be asked to read quietly in their places until the rest of their Bubble arrives. This also applies to children coming via the school minibus or who attend Kids Club and have a start time of 9am.

Sadly our building works have been severely delayed this summer and despite a huge push over the last few days the weather has also added to our delays. Currently we are not expecting the new classroom to be ready for the children until Monday 7<sup>th</sup> September. Y2 (Class 3) will therefore be taught on Thursday 3<sup>rd</sup> September and Friday 4<sup>th</sup> September in the school hall which we are now in the process of setting up for them. This does also have a knock on effect for lunchtime as the hall will not be able to be used for hot meals and it is not possible to transport hot meals safely on our site. On Thursday 3<sup>rd</sup> and Friday 4<sup>th</sup> we will need all children to have a packed lunch which they can then eat in their own classrooms. If you would like the kitchen to provide this for you then we can still do this but we would need to know in advance. Please can I ask that you call and let us know or drop us an email – [sec.daresbury@halton.gov.uk](mailto:sec.daresbury@halton.gov.uk) by Tuesday 1<sup>st</sup> September. I am hopeful that normal service can be resumed on Monday 7<sup>th</sup> September. Once again, my apologies for any inconvenience this may cause.

I am pleased to tell you that both the school minibus and Daresbury Kids Club will be operating once again this term. The school bus resumes on Thursday 3<sup>rd</sup> September with restricted numbers which must be



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booked in advance with Mrs Staveley. Her first task on returning to work on Tuesday is to get this organised so expect contact or indeed make contact with her if you are not a regular user of this service and want a place. As with everything now, there are restrictions and rules in place to keep the children and the driver as safe as possible so please ensure you speak to your child about these before they get onboard. Daresbury Kids Club will reopen from Monday 7<sup>th</sup> September and again those parents using this facility will have been in contact with them and know the changes put in place.

In order to keep everyone safe it is likely that pupil dismissal at the end of the school day may take slightly longer than usual and we ask for your patience whilst we ensure that children safely leave the school site. If older children in KS2 can meet you at a designated point this will help reduce the number of adults having to access the site and speed up their exit. Please help the staff by ensuring you are on time both for starts and ends of the school day – this is vital for reducing numbers of adults on site and keeping everyone safe.

Requests for early pick-ups will be logged and are discouraged. You must only request a collection from the school office if it is absolutely necessary as office staff will not be allowed to freely interact with each classroom Bubble.

### Lunchtimes

Our lunchtime routine will be changing to prevent the mixing of different Bubbles of children. All of the Bubbles will be allocated a specific lunch time both inside and outside and each Bubble will have an allocated member of our Midday staff to supervise them throughout the lunchtime hour. We are welcoming 3 new members to our Midday Team so that each class can have their own allocated Midday who will form part of their protected Bubble. Hot lunches will resume hopefully from 7<sup>th</sup> September. Toast and Milk will be available from the first day back, although we will have new systems in place to ensure this is delivered to individual Bubbles rather than collected centrally.

### After school clubs

We will not be offering any after school clubs for at least the first half term and again this will be reviewed when we have tested our new ways of working.

### Assemblies

We will not be gathering as a whole school group, including school assemblies, parent assemblies, concerts etc. We will be using online tools to give our children assembly times during the autumn term and these will take place within their individual class Bubbles. This may be subject to change following national and local guidance.

### Parents' evenings

Parents will be offered parents' evenings in the first half of the autumn term. We will carefully consider how these will be offered and it may be that these need to be done remotely.

### Equipment from home

Children are allowed to bring their coats and packed lunches to school. Any other essential items (Reading Records etc) should be kept to a minimum. We specifically request that no pencil cases or individual equipment or personal items are brought into school - All these items will be supplied for your child's





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individual and personal use by school and kept in their own tray. **There should be no need for any large rucksacks or bags to be brought onto site.**

We do have a rather 'cheeky' request though for Y2, Y3, Y4, Y5 and Y6 - We know children love something new for the start of a new school year, so wondered whether you may be willing to buy your child a **small** school dictionary? KS2 children may also like a small thesaurus but this isn't as essential. This will really help us as it would mean they could be kept in their tray for your child's sole use. If they could be clearly named this would really help us too!

### Uniform

Our normal school uniform rules apply. We do not allow trainers to be worn in school **other than plain black or white ones for PE days.** Children may only wear black shoes. Can we remind parents that if school cardigans or sweatshirts without logos are being worn they should still be plain burgundy and all skirts, trousers and pinafores should be grey. Polo shirts are pale blue. PE kits are available from the school shop in school colours or should be a plain white T shirt and plain black shorts or black joggers without any fancy labels or logos. There is also a hooded school sweatshirt available for PE but this should not be used as a school jumper **other than on PE Days. We are asking that children come to school wearing their PE kits on their PE days. Classteachers will notify their classes which 2 days this will be on the first day back.**

My sincere apologies for the length of this letter but I wanted you to have as much information as possible. Once again a massive THANK YOU from all the team at Daresbury for everything you have done to ensure the last few difficult months have gone as smoothly as possible for your child. We can't wait to have them back (and I'm sure you too will be ready for this!).

Have a lovely Bank Holiday weekend and we all look forward to seeing you next week (or the week after if your child is in Reception!)

Kind regards

Carolyn Roberts  
Principal

