



Headteacher: Helen Elphick B.A., M.A.

4th September 2020

Dear Parents & Carers

I am really looking forward to welcoming all our pupils back to school on Tuesday. The school will be looking and working as it did last term. Our bubbles are now bigger but we will continue to do everything we can to keep our community safe. Our risk assessment for September opening will be available for you to read on our website by the end of today.

We have worked hard to ensure that our plan is a sensible and measured model, supported by robust hygiene procedures to ensure everyone's safety. We will continue to review and amend this as guidance changes and to make sure that we continue to do the best we can for everyone involved. While most of our pupils accessed school at the end of last term there may be some pupils who are feeling anxious about returning. Please find attached a 'welcome back to school' sheet for you to share with your child. There is one for primary children and one for secondary. Some children may need additional support to adapt to the changes in school and individual risk assessments will be carried out for these pupils if required, which will be shared with parents.

During the first week of term we will be focusing on well-being through a number of activities to support our pupils. This will include staff spending time with them all individually, ensuring that they have the opportunity to share any worries that they may have and enabling us to help them with these. If there is anything that you feel we can do to help your child with the transition back to school, please do let their class teacher know.

To limit the number of visitors into school, Annual Reviews and other meetings will continue to be held remotely. There are some activities that cannot take place such as our after school clubs, swimming at The Pavilions and rebound therapy. We will be reviewing all of these at October half term.

Despite Covid-19, I am really looking forward to a year of fun and learning. Hopefully I have answered any questions that you may have below, but please do not hesitate to contact the school if you have any other queries.

Best Wishes



Helen Elphick
Headteacher

Arrival and Departure

School transport will be arriving and departing as normal. Pupils brought in by parents/carers should arrive at 9.10 and be collected at 3.10. Staff will be meeting pupils outside and they will be accessing classrooms via the various outside doors as signposted.

Personal Protective Equipment (face masks)

Drivers and escorts on school transport are expected to wear face masks. Parents waiting in the car park do not need to wear them as they are outside. Any necessary visitors to school will be asked to wear face masks. We feel that pupils should not be wearing face masks in school as the hygienic management of face masks is very difficult. If a mask is not used, removed and managed safely, then this can increase the possibility of transmitting germs.

Some secondary pupils may wish to wear a mask on transport due to the difficulty of not being able to socially distance on a bus. If this is the case, your child must remove their mask before entering school. Their mask must be stored and kept in their bag until the end of the day.

Bringing items into school

Pupils do not need to bring their own stationery equipment as this will be carefully managed in school. For a number of our pupils, bringing items from home helps them with transition and we understand that this need to continue to happen. Once they are in school any items will be safely stored and returned to them at the end of the day.

School dinners

School dinners are available to pupils at a cost of £2.35 a meal. If you feel that you qualify for free school meals, please contact the school office for a form. Senior and college students will be eating in their classrooms and primary in the school hall with the exception of Willows and Palms.

School uniform

Please can all pupils, with the exception of Willows and Oaks, come to school in their school uniform. A list of school uniform can be found on the school website. Please contact school reception if you need to place an order for any items.

School actions if anyone displays COVID-19 symptoms in school

Should a pupil display COVID-19 symptoms in school they will be supported by a member of staff wearing PPE in a separate place from everyone else. Parents / carers will be contacted and the pupil will need to be collected as soon as possible. The normal testing practice should then be followed by the family in the first instance. Should a member of staff display symptoms they will be immediately sent home and again will follow the normal testing practice. The school will establish who the child / member of staff has come into contact with. At each stage we will follow the Public Health England advice which is largely around testing and isolation for 14 days.