

Monday, August 24, 2020

Back to School – September 2020

Dear Parents/Carers,

We are all very much looking forward to welcoming the children back to school in September and I am writing to confirm our arrangements for opening. The arrangements have been made following the government's guidance which is available to read on their website, there is also a guide for parents/carers: [Parent and carers guide](#).

From September 2020 the government have announced that schools are open for all pupils in all year groups. It is our expectation, following the government guidance, that all pupils will return to school in September. The only exception to this will be children that are self-isolating because they, or someone in their household, have symptoms of COVID-19 and have tested positive. The guidance states that 'It is vital that children and young people return to school and college, for their educational progress, for their wellbeing, and for their wider development.'

Hygiene and Cleaning

The enhanced cleaning procedures we put in place for school re-opening in June have worked extremely well and will continue. The whole school has undergone a deep clean over the summer holiday. Children will be supervised to wash their hands on arrival at school and regularly throughout the day. Each class has access to hand washing facilities and hand sanitiser stations are located at key points around the school. Classes have cleaning products provided to 'clean as they go' throughout the day. The school is cleaned thoroughly at the end of the day.

Bubbles of Children

From September class sizes will return to normal limits and each class will be treated as a separate bubble within their year group bubble and will have minimal contact with other classes. We are fortunate that all classrooms in Reception and Year 1 have their own toilet facilities and for Year 2 children the numbers of children using the shared facilities will be monitored closely and regular cleaning undertaken. Our lunch times are staggered by year group and children will be seated in their class bubble in the dining hall. We are also extremely fortunate that each class/base has an external door so this very much limits any movement of children in corridors.

Attendance

From the start of the autumn term 2020 pupil attendance will be mandatory and the usual rules on attendance will apply. Our full Attendance Policy can be found on our school website. If your child is absent from school you must advise the office on the day, at the earliest opportunity but by 8.50am at the latest. A message can be left on our answerphone or you can use the ParentMail facility. When reporting your child's absence please give a clear and specific reason. If we do not hear from you or the reason for absence is not clear we will contact you for confirmation.

If your child is displaying any symptoms of COVID-19 they must not be sent into school and parents should contact the NHS to have their child tested. Children can often feel 'under the weather' and we know it may be difficult to decide, however we recommend that you keep your child off from school until you decide that they need a test for COVID-19 or not. This is for everyone's health and well-being at school. **If a child becomes ill with**

COVID-19 symptoms at school we will contact you to collect them and ask parents to contact the NHS to have their child tested. Parents must advise the school of the outcome of the test as soon as it is known.

If the test is positive then your child must self-isolate for 10 days (the rest of the household must self-isolate for 14 days), after this time they can return to school if they feel well enough. All of the children and adults who have been in close contact within the class will need to self-isolate for 14 days in line with the government guidelines. Other members of the household do not need to self-isolate unless someone in that household is also displaying symptoms. NHS guidance can be found [here](#).

Start and Finish Times

From September the school core times will resume: Morning session starts at 8.50am and school finishes at 3.10pm. However to help with movement around the site we will have extended drop off and pick up times which apply to all year groups excluding Nursery (Nursery start and finish times will be advised to parents separately based on their session.)

- Drop off: 8.30am – 8.50am
- Pick up: 3.00pm – 3.20pm

Routes to Classes

Please be advised only one parer/carer should accompany each child onto site. Others may wait at a distance outside the school gates.

Each Year group has a specific point of entry and route to their classes:

Nursery via the Poynings Avenue gate, follow the yellow arrows to the Nursery building where you will be met by the key workers. Continue to follow the marked route all the way around and exit via Poynings Avenue gate.

Reception Year via the front main gate on Hamstel Road, follow the yellow arrows to the left to the ramp leading to the Reception Learning Garden where you will be met by the class teachers. Continue to follow the marked route all the way around to exit through the front main gate.

Year 1 via the Poynings Avenue Gate, follow the yellow arrow route passing alongside Dragonfly and Newt classes and continue on towards the corner of Frog, Duck & Heron classes. Continue to follow the marked route around the playground and exit via Poynings Avenue gate. For collection of children in Frog, Duck and Heron classes please go to the main hall to meet your child there.

Year 2 via the front main gate on Hamstel Road, follow the yellow arrow route to the right hand side, through the Secret Garden gates on past the Year 2 classes. Continue to follow the marked route all the way around to exit through the front main gate.

Please note that the Poynings Avenue entrance is a one-way system and is manned.

School Uniform

From September children are expected to wear school uniform. The only exceptions are for the Reception Year Stay & Play sessions and Nursery children for whom uniform is preferred but not compulsory.

Book Bags

Book bags should not be brought to school. Each pupil will be provided with an individually named clear plastic wallet. This wallet can be taken to and from home. We will clean these wallets each morning when your child comes to school and we highly recommend that you do the same when taking it home.

School Lunches

All pupils in Reception Year, Year 1 and Year 2 are provided with a hot school lunch by our caterers Pabulum. Pupils attending our Nursery full-time have the option of paying for a hot school lunch, payment for this is made via ParentMail. Our kitchen will be fully open from September and the menu attached shows you the choices each day, subject to the availability of ingredients.

PE Kit

Please do not send a PE kit in to school as from September all children should come to school in their PE kit on their allocated day. Plain joggers and a plain sweatshirt can be worn for colder days/if you prefer. You will be informed of your child's PE day by the class teacher.

Swimming Lessons

Year 2 classes will start their swimming lessons from Monday 14th September, if you have a child in Year 2 you will be informed of your child's swim day by the class teacher. Following government guidelines regarding restricted numbers in the pool no other year groups will start their swim lessons this term. We will keep you advised of any changes.

Breakfast Club and After School Club

The Munchies Breakfast Club will resume from Thursday 3rd September, it is a pay on the day provision (£3.00 per child) held in the Infant Hall from 7:45am. Entrance to the hall is via the Poynings Avenue gate. Children will be seated in their year groups whilst attending the provision. The Breakfast Club policy is available on our school website.

The After School Club will be available for Year 1 & Year 2 children from Monday 7th September, for Nursery children from Wednesday 9th September and for Reception Year children from Monday 14th September. Initially we will only offer the club up until 4:30pm and we will review this regularly. **Numbers will be limited and all bookings and payments must be made via ParentMail.** You will receive a notification on ParentMail once the booking system is open. The After School Club policy is available on our school website.

Please note that if your child attends the breakfast or after school club, and one of the children in their group tests positive for COVID-19, then your child will need to self-isolate in line with government guidelines, even if the child is not in your child's class. The child's class would also need to self-isolate.

Extra Curricular Clubs

We are hoping to offer some clubs for Year 1 and Year 2 pupils during the Autumn Term, further details will be sent out via ParentMail in early September.

Parents in School

Parents/Carers are expected to be on the school site only for drop-off, pick-up and by appointment, please do not gather in groups around the school site or outside the school gates and please be considerate to maintain your distance when moving around the site. If you have an appointment or have a need to speak with anyone in the main office you will need to wear a mask/face- covering and only one adult per child will be permitted.

Volunteers in School

We are always very grateful for the support we receive from those who volunteer to help in school, many of whom are parents and other family members. Unfortunately, in the current circumstances we will not be able to have volunteers working with classes when school opens in September. We will advise you of any changes to this.

School Office

The school office will be open during term time from 8:00am to 4:15pm, you will notice some changes as we have installed clear screens. We share the premises with the Children's Centre so please follow social distancing guidelines at all times, including the use of a face covering whilst in the reception area. There should be no more than 4 people in the school reception area, either being dealt with or waiting to be seen. If you can see that there are 4 people already in the school reception area please wait outside the automatic doors until somebody leaves. If you need to contact the office outside of these hours please email office@hamstel-inf.southend.sch.uk

Communicating with Teachers

Please respect the need for keeping your distance at the beginning or end of the day and consider the urgency of any messages or information you would like to share with the class teacher. Each child has a home-school book which will be checked regularly during the week and information can be passed onto your child's class teacher in this way too. If you need to inform the school of something urgent e.g. someone different collecting your child that day please ring or email the school office.

Statutory Assessments

The government have announced that all statutory assessments planned for 2021 will take place, this includes the phonic screening test for Year 1 pupils and the Year 2 standard attainment tests (SATs). There is an expectation that Year 2 children who did not have the opportunity to take part in the phonics screening test in Year 1 will have this administered in the Autumn Term. Further details will follow.

Guidance for schools may change, our plan and decisions will be regularly reviewed and I will keep you informed of any changes which affect your child.

I would like to thank you all sincerely for your cooperation and understanding throughout this difficult time for all of us.

Yours faithfully,



Mrs Lisa Clark
Headteacher