

05 June 2020

Dear Parents/Carers,

Plans for the phased reopening of Cartmel CE Primary School

Further to my letter earlier this week, I would like to share more detail about the reopening of the school to some year groups, and what will be required of parents, carers and children. It is quite a lengthy message, but we want to be as thorough and transparent as possible in our arrangements, so please take time to read it carefully.

We have now completed a very detailed risk assessment for our reopening, and have put in place comprehensive plans to promote the safety of children and staff. First and foremost, it is of paramount importance that **only children and staff who are completely free from Covid-19 symptoms are allowed on the premises**. Any child displaying possible symptoms in school will be sent home. If your child or anyone in your household displays Covid-19 symptoms, **contact us immediately on admin@cartmel.cumbria.sch.uk** and get them tested.

Other new school procedures that we would like to draw your attention to include:

- Strict adherence to the government's social distancing rules as far as reasonably practical.
- Increased cleaning and disinfecting of regularly touched objects and surfaces.
- Regular hand-washing by all staff when they arrive on site and throughout the day.
- Removal of resources that cannot be easily cleaned.
- Opening of windows where possible to maximise ventilation; and propping-open of doors where safe to reduce touching of handles.
- Availability of Personal Protective Equipment. Staff will not routinely wear this, but will don it when caring for children with suspected Covid-19 symptoms.
- Support for children's regular and meticulous hand washing: on arrival, after blowing their noses, after sneezing, before eating and before they go home.
- Reminders to children of the 'catch it, kill it, bin it' message when blowing their nose.

Clearly the school environment will be very different for some time, and we need parents, carers and children to follow some new instructions. Please note the following.

Classrooms and hours

We are dividing children into two 'Bubbles'. Each will have two members of staff at a time and will accommodate up to ten children, due to room capacity. They will have staggered starts and collections to reduce contact. As we noted previously, school will be **open from Mondays to Thursdays inclusive**, and closed on Fridays for deep cleans. We are unable to offer Breakfast and After School Clubs at this time.

Our 'Bees Bubble' of **Reception and Year 1 children, and children of key workers**, will be looked after by Mrs Walker, Miss Taylor Crozier and Mrs Bowden in the **school hall**. School hours will be **8.45am to 3pm**.

- Children in **Year 1** can attend school on **Mondays and Tuesdays** from **Monday 15 June**.
- Children in **Reception** can attend school on **Wednesdays and Thursdays** from **Monday 15 June**.
- Children of key workers can attend school from **Mondays to Thursdays** inclusive from **Monday 8 June**. If you are a key worker, please tell the school office of planned attendance by the Wednesday of the preceding week. Your child should only attend when you are at work.

Our 'Butterflies Bubble' of **Year 6 children** will be looked after by Mr Dunstan and Miss Lace in the **main school building**. School hours will be **9am to 3.15pm**. Year 6 children can attend school on **Wednesday 10 June and Thursday 11 June**, and thereafter from **Mondays to Thursdays inclusive**.

As noted in our last letter, we will carefully watch how these arrangements work, with a view to increasing provision for Reception and Year 1 children from Monday 22 June.

At this stage **we are unable to set dates for children in other year groups to return to school**. We will continue to monitor government guidance and plan our arrangements, and look forward to welcoming all children back whenever it is possible. Home learning for these groups will continue.

Drop-off and collection

When dropping off and collecting children in our '**Bees Bubble**', please follow the arrows up the drive to the school hall, drop your child off with staff, and follow the arrows back down again.

When dropping off children in our '**Butterflies Bubble**', please approach on the school-side pavement, observing the distanced 2m yellow spots on the wall, and drop your child off with staff at the blue gate. Afterwards, please cross the road and leave along the playground-side pavement. When collecting, please wait on the school-side pavement and don't enter the gate. Children will be released one at a time.

For both Bubbles, please observe these general drop-off and collection requirements:

- Follow social distancing throughout, especially when waiting for children.
- Leave the site immediately after drop-off and collection. Should you need to speak to your child's 'bubble' teacher, please make a telephone appointment.
- No shared drop-offs and collections will be permitted.
- No early arrivals. We advise waiting in your car until drop-off and collection times.
- Only one adult should drop off and collect.
- Avoid bringing siblings unless there is no alternative. If you need to do so, keep siblings close to you and make sure they observe social distancing too.
- Absolutely no dogs on site.

Clothing

We will have a relaxed approach to dress code in school, so children may attend in **sensible plain clothes** rather than uniform. Please ensure that:

- Clothing is washed each evening and **fresh clothing** is worn each day.
- Children have a **pair of indoor shoes** to be kept at school. These should be easy for your child to take on and off themselves.
- Children have a **pair of wellies or boots** to be kept at school for outdoor activities.

Equipment

Children should not bring anything to school except their **lunch, a named water bottle, named sunscreen bottle, sun hat** and **PE kit**. All children will be given their own equipment in school, such as pens, pencils, glue sticks etc, for their own use.

Lunch

Only children who receive Free School Meals will be able to order a **school lunch** at this time. Their order will be taken each morning as they arrive in school and you do not need to book these through School Money. All other children should bring a **home-packed lunch**. Please ensure it has an ice pack if required, as we will not be able to store it in a fridge.

Learning

We will, of course, be seeking to prioritise children's mental health and wellbeing, alongside academic learning in their initial weeks back in school. Much of the learning will be outside, where possible, following children's interests. As close proximity guidance will be difficult, we may not be able to immediately address learning gaps or greatly accelerate progress, but we do hope to provide a stimulating environment where children can reconnect and adjust to being in a new setting with their friends. We ask parents to continue to support their children at home in all aspects of their learning journey.

Communications

We will continue to post school messages, notices and news through **School Spider and our website**. Please make sure you are set up to receive School Spider messages, and contact the office if you have any problems. We can't hold face-to-face meetings with parents and carers at the moment, so please contact the school office to arrange a phone call if you need. It is also important to contact the office if your child will not be attending on any day; if any of your contact details have changed; or if your child has any hand sanitiser allergies. As the situation is changing rapidly, please ensure you **check School Spider** before setting off each morning for any urgent messages we may send.

All our arrangements are in line with government guidance for protective measures in schools. You can read this guidance in full [here](#).

Thank you for reading this far! Please note that by sending your child to school you agree to abide by the information in this letter.

While these are very unusual requirements, they are all intended to create a safe environment for children, and staff will be working very hard to ensure that school remains a happy place for them too. Thank you for your continued understanding and support, and please contact us if you have any questions about our arrangements.

With very best wishes,

Mrs Battersby
Headteacher

Dorothy Milner
Chair of Governors