



22nd May 2020

Dear Parents /Carers,

I hope you are all keeping well, are staying safe and making the best of the current situation. May I begin with saying a massive thank you for all your support over recent weeks. Parents, children and staff have pulled together at a tough time and we are so proud of our 'Rivi' Family. It has been lovely to see everyone's engagement via Twitter and Seesaw. I appreciate there would have been many times when it would not have been easy. Everybody has tried their very best and that is all we can ask for. It was clear from your responses that you understand the challenges involved and I appreciate your flexibility. Thank you.

The Governors, staff and I are eager for our children to return to school as soon as possible **but only when it is safe to do so** and the safety and well-being of the children, staff and families has been the driving force of our planning. Ultimately, I advise you to make the right decision for your child and your family - it is **YOUR** choice. You know your child and I will support parents who wish to keep their child at home. **There will be NO penalties for non- attendance.**

Following government guidance, we are planning a phased return of children from **Monday 8th June** starting with additional Key Worker children in Y5/6 and Y3/4 (evidence of key worker status will need to be provided), followed by additional Key Worker children in Y1/2 and then a gradual return of Reception (dates provided are subject to change). Further steps will be decided as this process unfolds.

From this, we will consult with Government requirements, guidance, LCC advice and our own risk assessment to see if we are able to widen provision to the other identified year groups.

If your child/ren is already attending school as a Key worker family, then we will assume that you will wish this to continue and will contact you separately. **Please ensure you carefully consider any children or family members who are extremely clinically vulnerable or clinically vulnerable and I urge you to read the government advice.**

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

Useful Information:

The purpose of my letter today is to outline the initial **Phases of Rivington Foundation Primary School's Recovery Plan.**

Following government guidance, we plan to extend school opening by:

PHASE 1

- **Monday 3rd June - Further Key Worker and vulnerable children in Y5/6 and Y3/4.**

PHASE 2

- **Monday 8th June – Further Key Worker and vulnerable children in Y1/2**

PHASE 3

- **Monday 8th – Reception **Group A.****
- **Monday 15th – Reception **Group B.****

PHASE 4

- Return of Y6 Date T.B.C.

PHASE 5

- Return of Y1 Date T.B.C.

Further phases will be decided on Government directives that are not yet available.

This is subject to change depending on further government and local authority directives and guidance and our own assessment of the on-going situation.

We appreciate that you will have many questions and you may be feeling anxious but we want to reassure you that we are implementing every possible measure to keep the children and staff **as safe as possible**. School will be very different and I want to be as transparent as possible to enable you to make an informed decision. Please forgive me if I have missed something which is personal to you and be assured that I will try to answer any other questions you may have.

We will endeavour to accommodate all requests for places, but I cannot guarantee this due to the building capacity, staffing levels and risk assessments. Our phased approach will allow the careful introduction of the new procedures and the change of environment to the children and allow them to feel as secure as possible. Below are the key points of extending our provision:

Classes

- The groups designated to return to school have been chosen by the government.
- It will **not be possible** to guarantee that your child will be taught by their class teacher, however we will at all times try to ensure that the member of staff is known to your child. Some staff will not be teaching due to underlying health conditions.
- Children will remain within one teaching group all day with staggered breaks and lunches to keep cross contamination to a minimum.
- Reception, Y1/2, Y3/4 and Y5/6 (Key Workers) will be split or be in a group that is no larger than 7.
- Children will be sorted into what the government is calling 'bubbles' – meaning your child will be with up to 6 other children and at least one other adult (this number may increase according to risk assessment and guidance).
- The class teacher and support staff can only be in one 'bubble' and the 'bubbles' cannot mix at all.
- Once a class 'bubble' reaches capacity a new class 'bubble' will open **if we have capacity to do so**.
- Not all children will be with their friends and in any case they will have to try to remain at least two metres from others at all times.
- Children will have to remain at their desks and keep to their own equipment at all times.
- Resources including play equipment will be very restricted and classrooms will look very different to keep children and staff 2m apart.
- The youngest children may find this all very difficult.

On return, we **will not** be using the Church Hall in order that we can meet requirements and guidance - this will be reviewed as required.

Times of school day/drop off and collection:

- The school day will start at 8:45am and end at 3:15pm Monday to Thursday for KS2 – Years 3-6 (see table below)
- The school day will start at 9:00am and end at 3:00pm for KS1 and Reception. (see table below)
- **We will close at 12:30/12:45pm on Fridays so that school can be deep cleaned**
- Start and end times will be staggered for different 'bubbles'.
- If you have 2 or more children in school their collection will be coordinated- then we ask you to drop off at the latest time and collect at the earliest time, this will avoid children being in class by themselves without their peers.
- Only **one** parent or family member drops their child off at school. Notice for a change to this must be given to school in 'good time'.
- You aim to time your arrival to your designated drop off time and that you **do not** congregate on the playground.
- You should keep a 2m distance from other parents, observe the entrance and exit system and ensure that your child stays with you whilst approaching and in the school grounds.
- We ask they you observe the 2m distance from each other whilst in the school grounds (using the markers) and keep your children with you at all times - they are **not** to run around and play with other children whilst waiting to enter the grounds or in the grounds.
- We ask that you observe the entrance and exit system.
- We ask that parents leave the school grounds as soon as you have dropped off your child and observe social distancing in and around the school grounds.

Drop Off and Pick Up:

In order to reduce the number of people on the playground children will have a specified time to be dropped off and collected.

Year Group	From Date:	Gate to enter and exit grounds.	Door to drop off and pick up at.	Drop-off time	Pick-up time	Pick-up time Friday
Y5/6	03.06.2020	Rear Gate (Carpark)	Blue EYFS doors	8:45am	3:15pm	12:45pm
Y3/4	03.06.2020	Top, black gate to enter. Small gate next to church hall to exit.	Porch/Y3/4 cloakroom door – next to school bell.	8:45am	3:15pm	12:45pm
Y1/2	08.06.2020	Top, black gate to enter. Small gate next to church hall to exit.	Staff member waiting	9:00am	3:00pm	12:30pm
Reception GROUP A	08.06.2020	Rear Gate (Carpark)	Blue EYFS doors	9:00am	3:00pm	12:30pm
Reception GROUP B	15.06.2020	Rear Gate (Carpark)	Blue EYFS doors	9:00am	3:00pm	12:30pm

Routines:

- Your child should wear school uniform and not bring any belongings from home. This includes school bags and PE kits.
- In a plastic bag, children should only bring in:

- A coat,
- A water bottle,
- two healthy snacks
- A packed lunch (if not in receipt of Free School Meals),
- Hat
- Hand-santiser (if desired)

- In order to reduce risk, **your child's clothes should be washed daily.**
- We will not be sending home reading books.
- A Packed School Lunch will be provided for all Infant children and Junior children who are in receipt of Free School Meals. **The menu will be packed lunches and children will eat in their 'bubble'**
- To increase ventilation, windows will be open so children **WILL** need their school cardigans or jumpers.
- As we try to limit contact between adults, we ask that if you need to speak to a member of staff, you ring the school office rather than speaking to them on the door or coming into the office area.

Illness:

- I cannot guarantee or be responsible for families who choose not to inform school if family members or children have symptoms of COVID-19. However we will follow government advice in place if a child or member of staff display symptoms of COVID-19 and /or test positive. For further clarity, follow <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance> and the link above.
- Until further notice, we will be unable to administer medication in school. If your child requires medication e.g. antibiotics, we ask that they stay at home until the medication is no longer required.
- If your child shows symptoms of COVID -19 in school, we will call you to collect them. Your child will be isolated with a member of staff in the TreeHouse. The member of staff waiting with the child will wear PPE.
- If your child requires an inhaler, it is parents' responsibility to ensure that an in-date inhaler is in school.
- **Anybody with any kind of illness should not be in school e.g. coughs, colds, rash, upset tummy, headache etc.** If your child displays any of these symptoms, we will ask you to come and collect your child.
- If your child is displaying any of these symptoms at home, please check with school before sending in.
- If your child tests positive for COVID-19, you must let school know as soon as possible so school can advise staff and the parents of children they have had contact with. School will notify and follow Public Health England latest advice at the time.
- Please note that at any time a class 'bubble' may have to close due to a variety of reasons e.g. staff availability, illness.
- If your child becomes unwell or a member of your household becomes unwell, you should seek the advice from your G.P. or ring NHS 111 and follow the advice from Public Health England.

Cleaning & PPE:

- **There will be increased cleaning routines and hours throughout the day and a deep clean on Fridays.**
- Staff may choose to wear items of PPE when they are with children and will wear PPE when administering First Aid.
- Staff **must** wear PPE when dealing with any child who is presenting symptoms of COVID-19.
- Staff **must** wear PPE if it is part of normal practise for a particular routine.



Before & After School Club:

This is currently **CLOSED**. We will review this regularly until such times guidance is relaxed or changed.

Provision for Home Learning

We will continue to provide our learning for children through the school website and Seesaw. The activities for maths and English will continue to be provided for access from home and children will also use these, teacher led, in school.

The comments we have been receiving from parents about the level of communication and interaction with staff members has been overwhelming. All staff are going to be utilised to facilitate the number of 'bubbles' required and Mrs. Sharp will be managing our continued on-line learning alongside the teaching staff. Teaching staff are being provided with time every day in order that they can set and respond to the children's activities. Whilst some schools may decide to suspend Remote Learning and sign post parents to the DfE approved platforms – BBC Daily Bitesize and Oak National Academy - staff at Rivington are committed to continue to deliver Remote Learning in the best way possible.

We will continue monitor the level of Remote Learning interaction and make adjustments as and when necessary.

Children of Key Workers:

Children of Key Workers will be placed into bubbles for their own year groups. **We will require attendance for everyday of the school week (half-day Friday)**. Please contact school if this will be an issue.

Nursery:

Whilst the government has advised which classes to prioritise for returning, it is up to schools to decide what is safe and manageable. Our nursery functions alongside Reception class and - because the difficulties surrounding our youngest children e.g. maintaining social distancing; sitting at a table for long periods of time aswell as having to prioritise the rooms and staffing at our disposal (to maintain remote learning) - we have decided at this stage of the phased reintroduction of classes **not to extend this to Nursery Class**.

We have not taken this decision lightly and the children will continue to access remote learning in the normal way.

Attendance:

Government guidance states that parents **will not be** issued with fines if their child does not attend school.

Supporting your child in school:

We know that this has been a difficult time for many children and our first aim is to support them in coming back to school and adjusting to new routines. Although things will be different, we will try to make the days as relaxed, normal and fun as possible. We will talk to the children about the changes, put their minds at rest and be here to help them with anything they need.



Regardless what one may think, there is no such thing as social distancing in a school – we can try but we certainly cannot guarantee it. It does not exist and never would exist. The reasons childhood illnesses spread in a school is because we are all in contact with each other! We can put two children in a class, at opposite ends of the room, and they will still get chicken pox because that is how it is in a school.

We ask that parents emphasise and support your child's understanding of social distancing prior to coming back to school and discuss with them how different things will be. **We will be sending pictures of classrooms to give you a clear idea of what school will look like. We will do our very best to ensure that children follow our social distancing routines but we cannot provide any guarantees.**

Once again, thank you for your patience and support. I hope I have given you enough information to help you make an informed choice. School will be a very different place – certainly this side of the summer holidays.

If you have any further concerns, please do not hesitate to get in touch via the school office: 01204 696951.

We look forward to welcoming some of our children back to Rivington. Please can I now ask you to carefully consider the options and take the decision whether or not to **definitely** send your child back to school. May I ask that you email school with your final decision on the attached form to – bursar@rivington.lans.sch.uk

On the form, please state your child/rens full name, class, packed lunch or school packed lunch requirement, medical information, emergency contact name & number. We appreciate that grandparents may no longer be the emergency contact in the current circumstances.

We kindly request **ALL** parents of children sent this letter reply even if your choice at this time is no, you will not be sending your child back to school at present.

Please can this email response be sent to school by no later than 3pm on Tuesday 26th May 2020.
Thank you.

If numbers of responses are significantly different from last week's survey, school may have to once again reconsider and look to an alternative option of altering the phased approach and reduce classes being open. Whilst this is not our preferred approach, we are always guided by the evolving situation. I thank you in advance for your co-operation.

Once again, thank you for your patience and support. I hope I have provided you with enough information and that you are able to read it in order to make an informed decision.

The most up to date government advice can be found at the following link.

<https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>

Stay safe. Keep well.

Sarah Annette

Headteacher