



Widecombe-in-the-Moor Primary School

Widecombe-in-the-Moor, Newton Abbot, Devon. TQ13 7TB

Tel: 01364 621261

Email: adminwidecombe@thelink.academy



School re-opening on 1st June 2020

Monday 18th May

Dear parents and carers,

You might want to pull up a chair and get a cup of tea! The following letter contains **important information** about Widecombe-in-the-Moor Primary School re-opening on 1st June 2020 for a phased return following closure due to the Covid-19 pandemic. Please read the letter carefully so that you understand what this means for you and your family.

At the time of writing, this letter is accurate with regard to the most up-to-date government advice that has been published for schools. Advice has also been produced for parents, which can be found here: <https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-andcarers/reopening-schools-and-other-educational-settings-from-1-june> If this advice, or the date of re-opening, changes, I will communicate any amendments to you via letter and the school website.

Who can return to school and when?

School will be open from Monday 1st June 2020 onwards. The groups of children who may attend are:

- Children who currently have an assigned social worker (defined as vulnerable by the government);
- Children with an Education Health Care Plan (EHCP);
- Children who have a parent who is defined as a critical worker under current government guidelines;
- Children who are on roll in **Reception, Year 1 and Year 6**.

Unfortunately, any children who do not meet these criteria cannot attend school at this point, even if their sibling is in one of the key year groups outlined above.

What measures have the school put in place?

The following measures that have been put in place are led by current Department for Education (DfE) guidance and take into account our school's location, layout and facilities. They are based around four key principals: **good hygiene practices (handwashing and respiratory hygiene);**

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regular cleaning; minimising contact and mixing and avoiding contact with anyone with symptoms.

Good hygiene practices (handwashing and respiratory hygiene)

These are the measures school will be taking to ensure good hygiene for all those who attend (children and staff):

- Regular, explicit teaching on hand-washing and respiratory hygiene (catch it, bin it, kill it)
- Expectation of regular hand-washing – before entry and exit to the building; before and after eating; after toileting and at other key points during the day
- Staff will monitor handwashing to ensure good practice
- Hand-washing stations are set up in Webburn and Upper Dart classrooms
- Posters will be placed around school to remind children of hand-washing expectations
- Tissues will be readily available in school. Where this is not possible coughing/sneezing into an elbow will be encouraged
- Staff will follow the same principles to model good practice to the children and to protect themselves.

I strongly encourage all parents to teach and support good hygiene practices at home now, regardless of when your child returns to school. Excellent resources to help you can be found on the e-bug website (<https://www.e-bug.eu/>) or from Public Health England (PHE) (<https://campaignresources.phe.gov.uk/schools>).

Regular cleaning:

A thorough deep clean of the school has already taken place during closure and, on return, an enhanced schedule of cleaning is arranged. This includes:

- A cleaning schedule, maintained by staff, throughout the school day. This includes cleaning and sanitizing often-used surfaces (e.g. door handles)
- Any equipment used by a group of children will be sanitised before another group uses it (e.g. laptops, sports equipment)
- The school and classrooms will be kept clear, tidy and clutter-free to allow for thorough cleaning after school
- An enhanced clean will take place each day after school. This will include cleaning and disinfecting all surfaces and commonly touched items (e.g. door handles, hand rails) and ensuring any waste is removed, amongst other measures.

Minimising contact and mixing:

The majority of parents will be familiar with our school, including classroom sizes and the space we have available. In the official guidance, the government has identified that it will be impossible to keep children, particularly young children, two metres apart at all times. However, these are the measures that we will take to minimise the amount of contact between people:

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- Children will be placed in two groups (Webburn and Year 6). Wherever possible, your child will be taught by their usual teacher in their usual classroom. These groups will have set staff with them and each group will not mix. This means they will not play closely, learn with, share an indoor space with, or share unsanitised resources, with another group.
- We will also encourage social distancing of 2 metres between pupils within each group but recognise that this will be challenging, particularly for young children. Staff will not plan for activities that require close contact, e.g. building something in a pair.
- Each group will have their own classroom space that will not be shared. Classrooms will be set up with desks / spaces as far apart as possible. Where possible, we will be learning outdoors, either on site or across the road in the field.
- We have re-arranged our timetable so that break and lunch times are staggered so children in different groups are not using the same spaces at the same time.
- There is a one-way system in place around the school for children to follow.
- We have amended our drop-off and collection procedures to allow for social distancing – there is more information on this later in the letter.

Further to this, we are not allowing any visitors, which includes all parents, into any of the school buildings. This includes the reception area. The only exception to this is the foyer at the main entrance where our administrator can take deliveries. Any parent entering the school building will be politely asked to leave immediately.

Avoiding contact with anyone with symptoms:

There is clear guidance for what to do if anyone in our school community is displaying symptoms of the virus, which is a high temperature or a new, continuous cough.

- If you, your child or a family member you live with has symptoms of the virus, you must not send your child into school **under any circumstances** until the 14 day isolation period has passed. The same procedure applies to staff members.
- If a child or a staff member becomes ill while they are in school, we will follow this procedure:
 - They will be immediately isolated from their group to an outdoor space or the hall.
 - Staff will supervise a child wearing full PPE at a distance of 2m.
 - Office staff will call parents immediately – you or a family member must make yourselves available to collect the child as soon as is possible. Parents must also ensure that the office holds the most up-to-date contact number for you, as well as emergency contact details. If you are unsure that we have these, please email your details to adminwidecombe@thelink.academy
- Procedures are also prepared and in place for if any child or staff member tests positive for Covid-19.

What do parents need to do?

Dropping off and collecting children:

We have amended our drop-off and collection procedures. I need your support in following these procedures closely so that we can keep each other safe.

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Dropping your child off to school:

- The drop-off times are as follows- Year 6 from **8.45 - 9.00 am** and Webburn from **9.00 - 9.15 am**
- If you feel your child is responsible enough, we encourage you to drop them at the school gate where they should walk directly to their classroom.
- If your child needs to be accompanied, a member of staff will meet you at the gate.
- Staff will ask children to wash their hands as soon as they enter the classroom
- Please be courteous and respectful of other parents and observe the 2 metre social distancing rule when dropping off your child

As mentioned previously in my letter, no parents should enter the school site for any reason whatsoever unless this has been authorised by me. We know that many parents, particularly of younger children, like to help their children to hang up their belongings on pegs; please do not enter the building to do this- staff will do this for you.

Collection from school:

- The pick-up times are as follows- Webburn from **3.00 – 3.15 pm** and Year 6 from **3.15 – 3.30 pm**. Children will be delivered to their parents in the school field which will be opened at 2.30pm. Parents are encouraged to park here.
- Please do not come earlier, unless this has been arranged with the school office.
- If your Year 6 child usually walks home, we will let them leave the school field at 3.15.
- We ask that you leave the field carefully as soon as you have collected your child.

Parent communication and catch-ups:

Often, parents and staff communicate face-to-face at the start or end of the day about children and their needs. This will not be possible in the same way as before. To support continued good communication between staff and parents, we are asking that you do the following:

- Email the office with any pertinent information about your child. This information will be passed to the class teacher.
- If you wish to speak directly to your child's teacher, staff will be more than happy to speak to you via the phone. Please contact the office if you wish to arrange this.

What will children need to bring to school?

- Children should wear **school uniform**. We appreciate children may have grown out of their school shoes so they are allowed to wear trainers or other shoes if this is the case.
- Please be aware that the children will be doing a lot of learning outside so please make sure that you send them with **adequate clothing** (either warm clothes/waterproof and/or a sun hat/cap). We will not be able to apply suntan cream to children, so please apply this in the morning before

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school. Children are allowed to bring a bottle of sun tan cream in but they must be able to apply this themselves.

- Children **should not wear face coverings** to school.
- Please do not let your children bring in their own books, pencil cases or stationery- this will be provided by the school.
- Each child needs their **own, labelled water bottle**.
- Please pack everything in to one backpack or bag (there is no need for book bags at this time) to minimise the amount of items brought in to school.

School dinners:

Our kitchen is open as usual. Parents can order (and pay if the child is not eligible for free school meals) for lunches through ParentPay as usual. Children may bring a packed lunch if they wish. If you are currently in receipt of income-based free school meals and your child will not be attending school, you will still be eligible for vouchers.

Lessons and time tables:

Lessons will be approached flexibly, however, in Reception and Year One, staff will focus some of the time on ensuring the skills of early reading, phonics and maths continue to be taught. In year 6 the focus will be on preparing the children for their transition to secondary school. All classes will have an emphasis on Personal Social Health Education (PSHE) to support children's mental health and well-being, as well as supporting their feelings and response to what has happened.

Guidance for children not attending school:

Home learning:

For those children not attending school, we will still be setting home learning and we would like you to do your best to complete this. Parents and children should expect to see a more open-ended approach to tasks and, in some cases, less feedback as teaching staff will also be teaching children in school.

How can parents support the school during this difficult time?

Parents can support in many ways. Above all else, I ask that all parents adhere to the current government guidance on practicing social distancing measures; I have asked all staff to do the same. This not only keeps you safe, but everyone else with whom you come into contact including our school community: staff, other parents, and most importantly, children. Paula and I anticipate that the office will be incredibly busy. If we do not answer phone calls or emails straight away, please be patient.

How can the school support you and your child/ren?

Our staff understand that this situation will have affected everyone in different ways and we will use our experience and all resources available to supporting the emotional well-being of our pupils.

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Attendance:

“Is it safe to send my child in to school?” is the question that I imagine is causing you the most anxiety right now and it is a question that I cannot answer. All I can tell you are the following facts:

- We are taking all of the measures set out in this letter to make the school as safe as we can make it, following the guidance we have from the DfE.
- Robust risk assessments have been conducted and measures put in place to minimise the risks identified. These have been approved by the Trust.
- Our school will be open for children who meet any of the criteria outlined on the first page of this letter. You will not be penalised if you chose not to send your child to school and the school will not be held to account for attendance figures.

One thing that will be helpful to the school is knowing whether families are likely to be sending their child to school on 1st June. Parents of children in Reception, Year 1 and Year 6 should have received a survey form today, please return this by Tuesday 19th May so that we can best prepare the school for June 1st 2020.

Finally, I would like to say that, regardless of whether or not you send your child back on June 1st, you are all still part of our wonderful school community. Whether we get to see your children virtually or physically, we will still be thinking about them, supporting them, helping them to learn and caring about them very much.

With very best wishes,

Des Stokes

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