



Collingwood Primary School

Friday 5th June 2020

Dear Collingwood Family member,

Collingwood welcomed back about half of pupils in Year 1 and most pupils in Year 6 this week for 2 days each along with our existing and some new Key Worker and vulnerable children. This week we had "bubbles" of 3-15 children in any room with at least 1 teacher and 1 other adult with them for both days.

I am really grateful as staff have changed their hours and days in order for us to be able to manage this. Following many positive messages from parents, I would very much like to join you in thanking staff who were on site this week, for making school a fun and welcoming place for pupils despite the restrictive measures in place. Our plan is to keep staffing the same each week but this will not be possible if unwell or if numbers increase so please continue to bear with us. As you know, this is not what any of us consider to be good teaching! In fact, it goes against everything we believe about making children independent, curious learners who enjoy school but it is the best we can offer in line with the guidance we must follow.

We appreciate how hard it is to make the decision about your child returning to school. If you decide not to, please let us know, **each Monday**, using the normal absence procedures as we will contact you if we have not heard from you. The guidance makes it clear that it is not compulsory for parents to send their children to school at this time and there will be no penalties if you choose to keep your child(ren) at home. If you change your mind please contact us on 01245 322258 or via admin@collingwood.essex.sch.uk We will only be accepting new returners on the Monday or Thursday of each week so **you will need to let us know by the Thursday of the week before.**

What's new this week:

Pupils in school: Working in such small groups is very intensive so, if work is complete and children are tired, we may let pupils watch a film, "play" or do artwork in the afternoons. On day one, children were asking "Is it lunchtime yet?" at 9:10am and on day two it was as late as 9:45am so it is fair to say that we are all out of routine! Beware, your child is likely to be tired and grumpy when you get them home! They might also tell you about the strange lady who keeps waving at them through windows and shouting "hello" from a distance...don't worry, it is me!

Free school meals: Collingwood has been using the government Voucher Scheme. As pupils return to school this will cease and school meals will be provided by us for the days pupils are in school and a pack for the remaining 3 days can be sent home with your child. If your circumstances have changed and you wish to apply for free school meals, please see <https://www.gov.uk/apply-free-school-meals>. Please contact us if you have any questions about free school meals, vouchers or the food bank on 01245 322258.

Be aware of scam emails: Never give out your personal details to anyone claiming to be from school. If your child has already started with us, we already have that information.

Home Learning: We will continue to provide home learning resources for children in all year groups but will no longer be able to provide the same level of teacher contact with pupils who are not in school in EYFS, Year 1 and Year 6 as so many staff are now on site. We are not expecting pupils in these year groups to submit work to teachers for the same reason. Questions about the curriculum can still be directed to teachers via email but please do not be surprised if they are passed on to other staff to respond. Most of your other questions can now be answered by staff on site so please ring 01245 322258.

Safeguarding: As always, please contact Mrs Buckland-Garnett, Mrs Minister as Designated Safeguarding Leads, or any teacher if you are concerned about a child's safety. Please see our updated Safeguarding and Child Protection policies on the school website. www.collingwoodschool.net

Reminders about how school looks this term:

Who should not attend school:

- Any child or adult who is "clinically extremely vulnerable", even to drop off or collect. If someone in your household is 'extremely clinically vulnerable' (shielded), the DfE guidance states that pupils should only attend school if stringent social distancing can be adhered to. It may be possible for a Year 6 child to attend in these circumstances but this would be highly unlikely for a Year 1 or Reception child would be able to.
- Any child, parent or member of staff displaying symptoms or anyone living with another person showing symptoms.
- Anyone who has been contacted by Track and Trace.

If a child or adult shows symptoms:

- Anyone can now be tested. <https://www.nhs.uk/conditions/coronavirus-covid-19/>
- Any child or adult displaying symptoms whilst at school, will be isolated in a separate office and the adult treating them will put on a face mask and gloves. Parents will be called to collect them immediately. We will inform parents individually of all pupils who we think may have had contact with a diagnosed person and then inform parents generally.

Social Distancing at School:

- The government acknowledges it might not be possible to keep young children apart, but says schools can mitigate the risk with "frequent hand cleaning", "regular cleaning" of classes and "minimising contact and mixing".
- Staff will try to maintain safe distancing in school but note that, a member of staff may choose to get closer to comfort your child if they become distressed and that, although it will be discouraged, pupils may automatically touch someone to try to get their attention.
- In Yr 1 and Yr 6 each child, will be sat at their own desk with their own set of school equipment/pencils etc Desks will be spaced apart, with up to 9 pupils in each room (15 in the EYFS and Yr 6 double classrooms) EYFS pupils will not be sat at desks all day and whilst sharing is limited, it is impossible to enforce.

- Children will be discouraged from leaving their classroom other than to go outside for adult led activities
- Please do not arrive early as the gate will be locked. Whilst waiting, please ensure that you socially distance.

Adaptation to our Behaviour Policy:

We are fully aware that most children are likely to forget to socially distance at some point. If children INTENTIONALLY do not adhere to social distancing, we will continue to use our yellow, orange card system as children already understand this. We will follow this procedure:

1. remind your child this is a rule to keep everyone safe.
2. speak to you in front of your child
3. issue a yellow card (Your child will lose 2 privileges at school - please show your disappointment)
4. issue an orange card (Your child will lose 4 privileges at school - please show your disappointment)
5. Your offer of on-site schooling will be withdrawn due to unsafe behaviour towards others.

PPE:

- Staff will not routinely wear face coverings, unless someone displays symptoms.
- Regular hand washing will be encouraged for children throughout the day.
- Children will be reminded to "catch it, bin it, kill it," in our new lidded bins.
- Children will be encouraged to share their fears about the virus and experiences during lockdown.

Cleaning:

- On Wednesday, school will be shut to all but Key worker children as the rest of the building will be thoroughly cleaned. We will do the same on Friday/Saturday.
- Staff wipe surfaces, handles, light switches etc regularly and each night cleaners will clean each room.

What we are currently able to offer under the government guidelines:

- In Year 6 and EYFS larger classrooms, it is possible to accommodate up to 15 pupils, however, in Yr 1 a maximum of 8 pupils will fit in a room. With additional key worker groups, all of our classrooms are therefore being used which is why we cannot offer more than 2 days to pupils.
- Adults cannot be with different "bubbles" so the adults onsite on Mon-Tues will be different to those here on Thurs- Fri other than sports coaches, office staff and myself. Children will not be able to swap groups or days.
- Key worker children remain together in their own "bubbles". We will not merge these children in their peer groups as they are likely to attend on different days.
- Year 6 enter and leave via the car park gate, Year 1 enter and leave via the Collingwood Road gate, (not the main gate). E.Y.F.S. enter and leave via the main entrance gate, turn left and enter via the EYFS classroom door. Preschool use the side gate, on the playground, at the top of Benbow Drive.
- Children should bring as little into school as possible, a full, named water bottle which will stay on their own desk and be taken home for cleaning and a packed lunch in disposable bags is all

they need. Trainers can be worn so that there is no need to bring PE bags into school. Uniform should be anything white and navy (no ties). Ideally, we would like children to wear a clean set of clothes each day.

- Cover your child in "once a day" sun cream, they will go outside every day for short periods of adult led Physical activity and we cannot apply it for them.
- 7 'til 7 Club is currently closed until "bubbles" are able to mix. We have made no announcements about September...I believe there is something on Facebook... please ask who told them it would not re-open and let me know their answer!

Support:

If you are struggling at home as a family, this resource hub for parents might help

<https://essexfamilywellbeing.co.uk/covid-19-pandemic-resource-hub/>

If you are struggling with home learning, need help with a topic or subject, creating a routine, dealing with behaviour or managing the learning of several children this national parent helpline is open six days a week and covers all areas of the curriculum across all phases of education. 0330 313 9162 (calls charged at local rate).

Compass 24/7 Domestic Abuse helpline - 0330 333 7 444 providing information, advice and guidance to anyone who has concerns about family, friends or themselves who may be victims of Domestic Abuse

Educational Psychology Service Parent Helpline (Essex) 01245 433293 Mondays and Wednesday 1pm - 5pm (during term time)

All arrangements are subject to change at short notice if staffing becomes a challenge or if an adult or child is diagnosed with Covid 19. If advice from government changes we will review our risk assessment and let you know of any changes. Keep safe, keep smiling, watch the national briefing on May 28th, when we think the final decision will be announced and hopefully, we will see you soon.

Mrs Buckland-Garnett