



Headteacher: Mrs C Fulstow  
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4<sup>th</sup> November 2020

Dear Parent/Carer

Due to the increase in the number of positive test results for COVID 19 in our school community, and the subsequent bubble closures, we have once again undertaken a thorough review of all our systems and procedures. Whilst we appreciate the impact bubble closures have on family life, and understand the concerns some parents may have, we do have a duty of care to the whole school community and must follow Public Health England's advice in each and every case.

Since September, we have endeavoured to do our very best and will continue to do our utmost to minimise risks in school to keep the children and staff safe. Decisions to undertake partial closures are not taken lightly however we do want to reduce the number of pupils who are impacted when a positive case occurs in our community.

The following protective measures have been in place since school fully re-opened this term:

- Organised pupils into phase bubbles, with separate playtimes and lunchtimes for each phase.
- Introduced staggered start and finish times for each bubble with three different entry/exit points.
- Children required to enter and exit classrooms via the external doors.
- Parents asked to keep drop off/pick up as swift as possible (recognising the need for some parents to wait for siblings) and not arrive too early.
- Encouraged parents of older children to allow their child to walk to school without an adult or to leave their child at the gate.
- Asked only one parent to enter the playground and socially distance when on the playground.
- Introduced a 'keep left' system in school with restricted movement around school for pupils including avoidance of corridors and communal areas where possible.
- The majority of teaching and support staff have remained in their allocated bubble.
- Introduced a 'social distancing' protocol for the small number of staff who teach children in different bubbles e.g. sports coach, supply or music teacher.
- All PE lessons held outside.
- Increased the amount of outdoor learning.
- Staff required to wear masks at all times except when teaching or eating.
- Ensured frequent hand washing for children on arrival, before and after play/lunch, after using the toilet etc.
- Increased the amount of cleaning staff.
- Cleaned classroom tables and resources at regular intervals throughout the day.
- Kept windows and doors open for good ventilation.
- Stopped access to the play equipment before and after school.
- Controlled access to the toilets.  
N.B. We only have three blocks of toilets (EYFS & nursery/ Key Stage 1 and Key Stage 2) and so not enough for one set per bubble. We have however increased the frequency of cleaning of all the toilets during the day.
- Only allowed essential visitors into school.
- Conducted meetings with parents, and all external agencies, virtually or via telephone.
- Held all staff meetings and training conducted virtually.
- Reduced the numbers attending Before/After School Club and children separated into their respective bubbles.
- Postponed all educational visits (other than local walks) for the term.

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- Cancelled all our usual annual school events for parents.
- Reduced the number of staff allowed in any one room at any one time.

In addition, we are now making some further changes to further reduce risk:

- Organising the children in EYFS/Nursery and Key Stage 2 into smaller bubbles for learning, playing and eating until DfE guidance and restrictions change. (See details below).
- Re-organising lunchtimes so some bubbles eat lunch in their classrooms. (both hot and cold meals will still be provided).
- Further restrictions for staff accessing communal areas, so staff work and eat within their own bubbles.
- Requesting parents/carers/grandparents wear masks at all times whilst on the school site.
- Redeployed a cleaner to work throughout the entire day to clean toilets and all touch points around school.

### **Our Revised Bubbles**

#### **.Early Years**

- Nursery (Mrs Callaghan)
- Reception (Mrs Brammall/Mrs Hannah and Mrs Godfrey)

#### **Key Stage One**

- Year 1 (Mrs Shaw and Mrs Fairbank/Mrs McKiernan)
- Year 2 (Mrs Stillings/Mrs Mattocks and Mrs Hurwood)

At this stage we have retained year group bubbles in Key Stage One due to shared access to the cloakrooms, the outdoor areas along with the need to maintain high quality teaching of phonics and early literacy skills in ability groups.

#### **Key Stage Two**

- Year 3 (Mrs Bennett)
- Year 3 (Miss Smith)
- Year 4 (Mrs Cope/Miss Brewster and Mrs Littlewood)
- Year 5/6 (Miss Johnston)
- Year 5/6 (Mrs Woodend)
- Year 5/6 (Miss Partridge)

We will be contacting parents in Year 3/4 regarding their child's allocated class teacher in due course.

Once again, I thank you for your patience and understanding in these challenging times. Our overriding priority remains the care of all our school community and we are doing our utmost to manage the risks in accordance with all Health and Safety policies and safeguarding procedures. Everyone, every day, has to manage risk in their own lives to protect themselves and their loved ones. This is the reality of life now and will remain so until a vaccine is found.

As always, keep safe and well.

Yours sincerely



Mrs Fulstow  
Headteacher