



Be the Best You Can,
Guided by God

BOLNEY C.E.P. SCHOOL

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27th August 2020

Dear Bolney School families

Please find below the key details for the full opening of school in September, this is an updated version of the letter sent in July. These arrangements are in place to reduce the risk of any infection spread to enable all children to return to school. Please help us to keep the school fully open by following the arrangements we have in place.

Staying Well

Follow the 'Return To School Agreement'. Only send your child to school if they are well. If they are unwell, please seek advice from a health professional. If you are unsure please phone us.

Class bubbles in September

The children will be in class 'bubbles' with mixing kept to a minimum. Staff can work across the class bubbles though we will keep that to a minimum too.

Year groups	Classroom	Teacher	Teaching Assistants
YR and Y1	Willow	Mrs Cheney, Mrs Harvey (p/t)	Mrs Swain
Y2	Beech	Mrs James	Mrs Bohm
Y3 and Y4	Holly	Mrs Burton	Mrs Bridger (p/t) Mrs Green (p/t) Mrs Bohm
Y5 and Y6	Silver Birch	Mr Pitt	Mrs Wood, Mrs Browning (1:1)

Mrs Halliwell will be working across the school and Mrs Bohm will be working across two classes. YR and Y1 will be together at the start of the year with some of Y1 joining Y2 later on.

Visiting teachers and sports coaches are allowed, so French teaching from Warden Park will start again for KS2 along with the Rising Stars coaches for PE.

Social distancing

Children will be expected to maintain distance from others as much as possible with no contact sports or play. Adults will maintain a 2 metre distance from anyone, wherever possible, avoiding close face to face contact and will minimise time spent within 1 metre of anyone.

In classrooms

Desks will all face the front in classrooms, with children sat side by side, except for Willow class where the environment will be more flexible. There will be a focus on individual work and activities outside where possible.

Increased handwashing, respiratory hygiene and cleaning

Children will wash their hands on arrival and before leaving school with additional handwashing during the day. Moisturiser will be available in each classroom. Tissues will be available in classrooms and all children will be regularly reminded about good handwashing techniques and promote good respiratory hygiene including the 'catch it, bin it, kill it', approach. Additional cleaning will also take place especially of frequently touched surfaces.

Please ensure your child washes their hands before leaving home and when they arrive back at home after school.

Face masks

Face masks do not need to be worn in schools for lessons. If your child needs to wear a mask to travel to and from school please speak with me. Face masks will need to be worn if adults in school need to meet with parents or other visitors in an enclosed space.

Reducing mixing between bubbles

We are still required to stagger movement; this includes, arrival, leaving the site, and break and lunch times. Each bubble will have an allocated toilet and will not mix at break times or lunchtime. Only one child will be able to use the toilet at a time (except Willow, this will be two children). The allocated toilets will also be used for handwashing when two children can use the two sinks in the toilet, children who share a table can use these together.

Staggered start and end of the day

Families of children whose surname starts with letters A to K are to arrive at school between 8.30 and 8.45 and will leave school at 3pm.

Families of children whose surname starts with letters L to Z are to arrive at school between 8.45 and 9.00 and will leave school at 3.15pm.

Please arrive during your allotted time in the morning and as close to the leaving time as possible.

Please can only one parent drop off/pick up and do not bring siblings unless they cannot be cared for safely at home. **Please maintain your distance while you wait for your child and leave as soon as your child has come into school and you have collected them at the end of the day to enable everything to run smoothly.** We are sorry parents cannot accompany their child into school unless with prior agreement.

If you need to use the car park please ensure you leave as quickly as possible.

Willow and Beech classes to use the top gate (by the office).

Holly and Silver Birch classes to use the bottom gate (by the church).

Curriculum and support for children

We will return to teaching the full curriculum, assessing where the children are and planning our teaching accordingly. We will also provide support for the children's emotional and mental well-being, including maintaining friendships and how to improve well-being. As we may need to provide some children with additional support we may need to adjust the timetable accordingly, with some of the foundation subjects taught in a block later in the year. We will share the assessment and additional support plans with you once the term has started.

Break times and lunch times

Each class bubble will have break times on their own, they will alternate between the front playground and back playground each week, with KS2 and KS1 having different break times. Y2-Y6 will eat their lunch in their classrooms; Willow class will use the hall. KS2 will play outside while KS1 eat lunch and then they will swap. Hot school dinners are available and will be taken, on a tray, to the classrooms. Please can lunchboxes and bags be thoroughly washed each day.

Uniform and PE kits

Children are to wear full uniform. To reduce movement around school children are to come to school in their PE kits on PE days, including the first day of term.

Class	PE days
Willow YR and Y1	Wednesday Friday
Beech Y2	Wednesday Friday

Class	PE days
Holly Y3 and Y4	Tuesday Thursday
Silver Birch Y5 and Y6	Tuesday Thursday

Resources

We will continue to restrict the equipment we can use to items that can be easily cleaned or quarantined between use (eg books). Soft toys and soft furnishings are not yet permitted.

Assembly/worship

We will hold daily acts of worship through virtual live assemblies using Microsoft Teams; the children will remain in their classrooms for these. Sadly we cannot yet invite families to celebration assembly though we will still hold these for the children.

Music and singing

There are some restrictions to singing and playing wind instruments (like recorders). Whole class singing cannot take place but small group singing where children are physically distanced is possible. We will use glockenspiels and not recorders to teach musical notation.

Bringing items to school

We are allowed to share items between home and school from September, but only if they have an educational value. Therefore, please ensure children only bring in a lunchbox, water bottle, and a book bag containing reading books/home learning. Backpacks **only** for KS2 please, as we do not have space to store them safely at this time. Y5/6 can bring in a mobile phone, if absolutely necessary, this is to be left with the class teacher.

Sun Cream

If you can, please apply once a day sun cream before school, if necessary, as children will be busy handwashing and will not want to waste their break applying sun cream too! If this is impossible, children will need to keep sun cream in their book bag.

Visitors in school

As we still need to limit access to the building, please continue to contact the office by email or phone. Entry to the school will be by appointment only. Face masks will need to be worn when meeting with school staff.

After school clubs

We will discuss plans with our after school club providers to ensure a safe environment and will evaluate if they can start during autumn half term.

If you have any questions please contact us by email – office@bolneyprimary.school or by phone from September 2nd.

We look forward to seeing you in September.

Yours faithfully,

Lorraine Kenny