



Federation of Pinvin C of E First School and St Nicholas C of E Middle School

Main Street, Pinvin, Worcestershire WR10 2ER

Federation Head teacher: Mrs Sandra Jennings

Together, we inspire, discover and achieve

3rd March 2021

Dear Parents/Carers

Please see information below relating to pupils returning to school next week. Year 7 children will continue to access work on Google classroom until their return date. Can I please remind all parents that the government has said attendance is compulsory unless Clinically Extremely Vulnerable or shielding and has a GP letter.

Therefore, our normal attendance policy will apply as from 8/3/21. Work for children at home can only be expected to be provided for children who are in isolation. If you wish to discuss this, please contact Mrs Jennings via the school office.

The key points remain the same with the only significant changes being that Year 7 children are now required to wear masks at all times and Year 7 children will be tested using the lateral flow devices during the first two weeks with the Governments current intention of home kits being provided after that.

Please see reminder of key points below, I am sorry this is such a long letter, however all the information is extremely important in helping keep everyone safe and it's important that we all refresh ourselves with the requirements.

Timetable for returning to school.

Reception Class Year 1 Year 2 Year 3 Year 4	Monday 8 th March	
Year 5 Year 6	Monday 8 th March	
Year 7	Class	Date children can return to school
Staggered return to ensure mass testing has been offered to all pupils. Face coverings mandatory in classrooms and on site for all year 7 pupils	Falcon – Mr Davids	Monday 8 th March
	Wren – Mrs Hooper	Tuesday 9 th March
	Kingfisher - Miss Bristoll	Wednesday 10 th March
	Hawk – Mr Hawthorn	Thursday 11 th March

Tel: 01386 554196

office@pinvinfed.co.uk

www.pinvinfed.co.uk

The Pinvin Federation of Schools is part of The Diocese of Worcester Multi Academy Trust, which is a charitable company limited by guarantee and registered in England and Wales with registered number 10390487. Its registered office is at The Old Palace, Deansway, Worcester, Worcestershire, WR1 2JE.



Reminder of Key points:

Bubbles and drop off / pick up arrangements.

- Children will remain in class bubbles.
- Parents should check their child's temperature before they come to school. A high temperature is classified as 38 degrees or above. If your child is unwell and / or has a continuous cough, high temperature and loss of taste / smell please keep your child at home and get them tested. Please remember many cases are asymptomatic and start with headache, sore throat, flu like symptoms. Children who are unwell in school will be sent home and parents asked to collect asap.
- Parents and children to ensure they social distance at drop off and pick up times. All parents must wear face coverings. One parent to drop off and pick up. Parents and carers to be prompt and ensure a swift collection. It is really important to keep to the allocated timings to ensure the opportunity for bubbles coming into contact with each other is minimal. Parents and carers to leave the school site as quickly as possible.
- Drop off times for all children 8.40-8.55am for all children. Any buses arriving before 8.40 will go to their designated area on the playground and await to be called to their classroom at 8.40am. Please remember the gates do not open until 8.30am and children should not be left unsupervised before this time.
- Reception class to enter and exit school through the main PFS door and Y1-Y4 via the PFS playground.
- SNMS children to enter through their year group entrances as done in the Autumn term.
- Collection times: 3.00pm YR, Y1, Y2 and siblings; 3.10pm Y3 and Y4. Separate collection areas for parents and carers of Y1, Y2 and Y3, Y4.
- SNMS exit times – 3.00pm Buses - PS06 and PS13 and PS15 leave, rest of buses as they arrive via main entrance or gate as called, 3.15pm – Children who walk or are collected by parent will leave via gate.
- **Please ensure you arrive only a couple of minutes before your allotted time and maintain social distance at all times. No cars to park in the turning circle.**

In school arrangements

- Staff will teach at a distance of 2 metres from the children and will be wearing masks at all times.
- Children in EYFS will continue to follow a free flow, play-based curriculum. Whole class teaching sessions will be no longer than 15 minutes. It will not be possible, nor is it required, to enforce social distancing measures with children in EYFS.

Tel: 01386 554196
office@pinvinfed.co.uk

www.pinvinfed.co.uk



- It is an expectation that all children will wear the approved school uniform. We expect our children to take great pride in their school and this is reflected in the way they dress.
- Whilst we are confident that many children will quickly 'bounce back' after the lockdown we are aware that there will be some children returning who have experienced bereavements amongst friends or family or who have experienced anxiety or stress during this time. We have looked closely at the Curriculum to ensure pupils continue to receive a broad and balanced curriculum which also incorporates appropriate PSHE activities and other activities to ensure children experience a smooth transition back into school. Teachers will also be completing assessments to identify any potential gaps in learning so that they can put a plan together to address these. We intend to continue with our full curriculum offer appropriate to each child's age and ability.
- Children will be washing and sanitising their hands regularly throughout the day.
- There will be no traditional whole school or key stage / Year group assemblies and these will be replaced by a Virtual Celebration Assembly / class worship daily.
- Communication books need to be brought into school every day. The communication books are used also to record when you hear your child read at home and also if you have any messages for your child's class teacher, you can write them in there. SNMS children should also record what / when they are reading at home.
- Reading books can still be brought home, however on their return to school, they will be placed in a box and left for 72 hours before returning to the shelves. If your child has a reading book at home, please return it on the 8th March.
- Since lockdown and opening for keyworker children, our school has had enhanced cleaning systems in place and also been regularly deep cleaned. We have adjusted our cleaning rotas with our site team to ensure that more regular cleaning goes on during the school day – with particular attention paid to those surfaces that are frequently touched like door handles. School staff not normally involved in these duties such as teachers and support staff will also be requested to keep their own classrooms clean and extra materials have been provided for this purpose. We anticipate these arrangements will stay in place until further notice.
- Windows and doors will be left open as much as possible to aid ventilation. Teachers will plan many outdoor learning activities and therefore it is essential that the children come suitably dressed for all weather possibilities.
- Wrap around childcare will be in operation from 8th March. Breakfast club will run from 7.30-8.40am and afterschool club 3.10-5.30pm. We ask parents and carers to wear masks when dropping off and picking up their children and also to ensure they are on time. Please note - Parents arriving late will be charged late collection fee.
- Parents should avoid entering the school building – communication should be via phone / email to the main office.
- Please ensure all your contact numbers are up to date with the school office to enable us to contact you promptly should it be necessary.

Tel: 01386 554196
office@pinvinfed.co.uk

www.pinvinfed.co.uk



- We are aware that for some children with additional needs, returning to school after lockdown may cause additional anxiety or stress. Children with additional needs will be supported by the school inclusion team to ensure a smooth transition when returning to school. Our Inclusion teams have been working with our families to support children in their transition back into school. Staff will continue to be responsive to the needs of individual pupils and additional support will be provided where necessary.

Behaviour

An addendum to our behaviour policy was added in April 2020 when the first groups of children returned to school. We have had to change some of our expectations around pupils' behaviour and make these clear to all. In these times of heightened risk to our health, it is important that children and staff are aware that any such behaviour which jeopardises the health of others, is taken very seriously. The behaviour policy will be strictly adhered to at all times. Our Federation values and ethos remain unchanged, and children are expected to uphold them. These will be reinforced to all on the children's return to school. In addition to our values and expectations in school, children must be aware of the new requirements in the addendum namely that they must:

- Stay at least 1+ metres apart from each other wherever possible (with a common sense approach taken to EYFS and younger pupils);
- Use their own specific equipment (including resources) and not share any of these;
- Not share any food, drinks, cups or water bottles;
- Move around school as instructed by their teacher/adult and avoiding other people
- Work, eat and play in their designated bubble areas and minimise contact with children from other groups (including in the playground, anywhere on the school site and on their way to and from school)
- Never cough, sneeze or spit towards another person; catch all coughs and sneezes in a tissue and throw it away (catch it, bin it, kill it), then wash their hands
- Wash hands frequently (including whenever asked to), with soap and water for 20 seconds (e.g. by singing Happy Birthday twice) or with hand sanitiser if soap and water are not available. It is essential that the children listen to and follow instructions at all times and adhere to the guidelines set by the government and the school. This is required inside school and outside during breaks and lunches.

Any children who are unable to do this are risking the safety of themselves, other children and staff and we will ask parents to collect them immediately. A risk assessment will then be completed to determine whether it is safe to have the child back in school. If we deem a child unsafe to have in school, we will work with parents to arrange provision the child can access safely. The health and safety of our staff and pupils is a priority at all times.

Tel: 01386 554196
office@pinvinfed.co.uk

www.pinvinfed.co.uk



School Lunches

- We intend to have a full school offer for hot lunches again with a return to the normal payment arrangements via our Parent Pay Booking System. If parents are unsure about whether they are entitled to free school meals and need to pay or not, they should contact the school office. Please ensure you book any school meal by Friday the week before for the full following week, as bookings will then close. Even if you have free School Meals or Universal Free School meals you still need to book via Parentpay by the deadline.
- We are aware that many families' situations have changed due to the COVID-19 pandemic and this may mean that you could now be entitled to free school meals and the pupil premium funding, please contact the school office and we will support you with this. Both school dinner and packed lunches will be eaten in their class bubble groups in the classroom
- Rotas have been put together so that the timings for break and lunchtimes are staggered as much as possible in either class or Year Group bubbles.

PE Days

For St Nicholas Middle, on the days your child's class has PE they should come into school in their school PE kit, where at all possible, making sure it is weather appropriate and with a change of trainers, instead of their school uniform. Please see below the days each class will have PE on.

Year 5

Osprey – Tuesday & Friday

Heron – Tuesday & Friday

Merlin – Tuesday & Thursday

Jackdaw - Monday & Tuesday

Year 6

Raven – Wednesday & Thursday

Swan – Wednesday & Thursday

Swallow – Wednesday & Thursday

Eagle - Wednesday & Thursday

Year 7

Falcon – Monday & Friday

Wren – Monday & Friday

Kingfisher – Monday & Friday

Hawk – Tuesday & Wednesday

Pinvin First School should bring in their School PE kit on Monday 8th March and leave it in school.

We are aware that guidance changes all the time and will keep you updated. Currently we expect this to meet all the guidance which is due to be reviewed on 31st March 2021.

We are very much looking forward to seeing all the children back and appreciate your continued support and all the hard work you have put in to help support the children since the start of

Tel: 01386 554196

office@pinvinfed.co.uk

www.pinvinfed.co.uk



January. It's not been easy, but hopefully we are now on track to some kind of normality if we continue to work together as a team!

Kind regards

Mrs Sandra Jennings
Federation Headteacher

Tel: 01386 554196
office@pinvinfed.co.uk

www.pinvinfed.co.uk

The Pinvin Federation of Schools is part of The Diocese of Worcester Multi Academy Trust, which is a charitable company limited by guarantee and registered in England and Wales with registered number 10390487. Its registered office is at The Old Palace, Deansway, Worcester, Worcestershire, WR1 2JE.