



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

Federation Advisory Head teacher: Mrs Judith Tinsley and Head of Pinvin CE First School: Mrs Emma Rose

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20th May 2020

Dear Parents and Carers,

Thank you to the parents of Years R, 1 and 6 for taking the time to complete the 'phased reopening questionnaire' that was issued last week. Since that time, school leaders across the Multi Academy Trust have been reviewing and digesting all the information from the DfE and liaising with the Local Authority to ensure we have a robust plan going forward to ensure the safety of both pupils and staff members. This letter is intended to give you an understanding of the planned process, how we will operate safely and move forward over the coming weeks and months.

In assembling this plan we have followed national guidelines and established risk assessments that identify and minimise potential risks. We have also purchased 4 non-contact temperature gauges to check children's temperatures as they arrive and if this presents as 37.8 or above you will be asked to take your child home and isolate for 7 days.

All pupils within the named year groups are encouraged to attend school (this does not include those who are clinically extremely vulnerable, or those who live with somebody who is classed as clinically extremely vulnerable as it is impossible to guarantee that 2m social distancing will be in place at all times in a school setting). However, during this phased reopening, there will be no penalties issued for non-attendance and so the return to school is **entirely parental choice**. It is important that children attending realise that school will be a very different place than it normally is.

Please e mail info@pinvinfed.co.uk if you will require provision by returning the completed form attached by Friday 4.00pm. If you wish to have a keyworker place and your child has not been coming into school throughout the closure, your child/children will be given priority and you will need to complete the keyworker form with your details also.

Tel: 01386 554196

office@pinvinfed.co.uk

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We will then plan the bubbles and allocate staff as per the places required so it is essential that you return this form if your child is coming to school. If you do not require a place currently but your circumstances change, we will need a minimum of one full weeks' notice so that we can consider numbers, groupings and staffing and confirm if there is a place available.

Planned Timeline:

This phased reopening takes into account the current government guidance and ensures the safety of pupils and staff across our schools. I can confirm that our current plan is that both schools aim to reopen with the following arrangements:

- Week 1 (week commencing Monday 1st June) – School will be open for children of key workers and vulnerable children **only**.
- Week 2 (week commencing Monday 8th June) – In addition to the above, school will hopefully also be able to re -open also to Reception children
- Week 3 (week commencing Monday 15th June) – In addition to the above, school hopefully will also be able to re- open for year 1 and Year 6 children

All of the above will be determined upon the safety of staff and children and the capacity of space and availability of staff in both schools. School is very likely to be operating on lower staffing numbers than normal for health reasons.

Other considerations:

- School will finish for all children, except those of key workers, **at lunchtime every Friday** during this phased return. This will allow teachers their mandatory PPA time, which they will then need to use to prepare learning for the children. Also the school will be deep cleaned every Friday afternoon and set up for the next week. Staffing levels mean that this cover cannot take place in the usual way.
- Children will be taught in groups of between 5 and 10 dependent upon the room size, we are calling the groups bubbles. This means that classes will need to be split and taught in different rooms. It also means that many children will not be in their normal classroom or taught by their normal teacher.

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- Children and staff will remain in their bubble group each day and if one person displays symptoms the whole group will be told to self –isolate.
- We will be operating staggered start times and finish times to minimise the risk of larger numbers and will leave via various exits. You will be allocated a drop off and pick up time which needs to be adhered to. Children must be accompanied to school by one adult and should not be allowed to walk alone. Parents will not be allowed onto the playground / into school and children must walk in independently.
- Children will be encouraged to socially distance as much as possible and will be able to talk and play with children in their ‘bubble’. We will also encourage outdoor learning where possible. Rooms will be well ventilated and hand sanitisers will be available. Children will be encouraged to regularly wash their hands.
- Children will only be allowed to go the toilet one at a time. Please reinforce personal hygiene / handwashing routines at home.
- Children will be allowed to go outside at break time and lunchtimes but will have a specific area for their bubble that they need to stay in throughout this time and playtimes will be staggered.
- Children will be allowed to bring one bag into school which needs to be kept on their chair. Pencil cases must not be brought into school or any items other than a water bottle / lunch box.
- Children eligible for free school meals will receive a packed lunch all other children will need to bring a packed lunch from home as break time snacks and meals will not be provided. If your child is in school you will no longer receive free school meal vouchers. All lunches will be eaten in the classroom within their bubble group.
- Children must not return school books and will not be allowed to bring books home to minimise risk.
- Children should wear comfortable clothing and trainers suitable for indoors and outdoors. Children will not change for PE. Clothes should be changed daily.

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Future considerations:

We will continue to monitor the guidance and situation going forward and we will continue to work with the DoWMAT and LA and as a school we will only introduce new Year groups when it is safe and practical to do so.

When we know how many key worker children we will have and then definite confirmed numbers for the other year groups, we will send you more detailed information to confirm timings and further information, including school transport.

Thank you for your continued support during these difficult times.

If your child/children is/ are in the named year groups please remember to fill in the provision form to enable us to plan effectively.

Stay safe and well.

Kind Regards

Sandra Jennings

Federation Headteacher

Claire Davies

DoWMAT CEO

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