



Headteacher:  
Mrs Katie Turner

# CHILTON FOLIAT PRIMARY SCHOOL

Church of England, Voluntary Aided  
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Friday 19<sup>th</sup> June 2020

Dear Parents and Carers of Year 3 children

**Further information regarding wider school reopening for Year 3 children on Tuesday 23<sup>rd</sup> to Thursday 25<sup>th</sup> June 2020**

I hope you are all safe and well.

Following our letter to all parents (18.06.2020) about the government's latest guidance relating to the wider reopening of schools and the letter I sent out earlier today regarding our final school wider reopening plans for Term 6.

This letter contains the important practicalities and procedures that will need to be followed implicitly by each family.

These changes and any other changes that we are making across the school, will in no way compromise the existing protective measures and risk assessment that we have in place. The health, safety and well-being of all our children and staff, remains our utmost priority.

Once you have read the information I am providing today, I will ask you to confirm whether you will be sending your child back to school on Tuesday 23<sup>rd</sup> June by emailing to [admin@chiltonfoliat.wilts.sch.uk](mailto:admin@chiltonfoliat.wilts.sch.uk) by the end of the day, Saturday 20<sup>th</sup> June 2020. Could you all also confirm your most up to date emergency contact details.

I would also draw your attention to a useful set of extra guidance published by Wiltshire council. Please see the link. [www.wiltshire.gov.uk/downloads/22821](http://www.wiltshire.gov.uk/downloads/22821)

If you have any questions, please do not hesitate to call the office today or on Monday – the admin team and I will be more than happy to respond to any outstanding queries you may have.

With best wishes

Katie Turner

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Headteacher

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## School day organisation

We will be inviting all of our Year 3 children (who aren't currently part of our Key Worker Club) into school on the following 3 dates before the summer holidays.

The school will be closed each **Friday** to allow time for teaching staff to continue to plan and prepare for home learning for all children who are not attending school and for deep cleaning.

On this basis, it is anticipated that the school days will look like this for our Year 3 children.

Date	Group/ Bubble	Venue and staff	School Day	Drop off 9.45am and Pick up 2.00pm
<b>Tuesday 23<sup>rd</sup> June 2020</b>	Year 3	Muntjac Classroom <ul style="list-style-type: none"><li>• <b>Mr. Hughes</b></li></ul>	10.00am to 2.00pm	Double gate at bottom of playground
<b>Wednesday 24<sup>th</sup> June 2020</b>	Year 3	Outside play area and Marquee <ul style="list-style-type: none"><li>• <b>Mr Hughes and Innova8 Sportz</b></li></ul>	10.00am to 2.00pm <b>Children to arrive and leave in full PE kit please.</b>	Double gate at bottom of playground
<b>Thursday 25<sup>th</sup> June 2020</b>	Year 3	Muntjac Classroom <ul style="list-style-type: none"><li>• <b>Mr. Hughes</b></li></ul>	10.00am to 2.00pm	Double gate at bottom of playground

## General organisation

- For the above 3 dates, the Year 3 group will form a 'bubble' and it will contain no more than 15 pupils.
- The Year 3 bubble will be cared for and taught by the above teaching professionals.
- The Year 3 bubble will operate as an individual unit at all times, and must not mix with any other bubbles.
- Each bubble will work in their own classroom and outside space these areas will not be shared with any other bubbles.
- Any unnecessary items have been removed from classrooms.
- All soft toys and furnishings have been removed.
- Every class has hand sanitisers and children will wash their hands regularly throughout the day with free flowing water and soap. Disposable hand towels will be used to dry hands.
- Staff will be cleaning the regularly touched surfaces in their classroom e.g. door handles, light switches, sinks etc. throughout the day, including more thorough cleaning at the end of the day from Rapid Clean, our contract cleaning company.
- Children will only use the toilets allocated to their 'bubble', be used one at a time and be cleaned regularly.

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- If a child needs to use a tissue, these will be thrown into a lidded bin.
- Children will be reminded not to touch their nose, eyes or mouth.
- Gentle reminders for social distancing will be given throughout the day and at no point will any child be told off if they forget to social distance from another child or member of staff.
- Where possible, rooms will be well ventilated and doors left open.
- Each pupil will be allocated a desk and equipment for their own use. Desks will be separated as much as the space allows. Children will be expected to remain at their desks during time inside the classroom without moving around the space.

### Teaching and learning

- All education settings have the flexibility to provide support and education to children attending school in a way they see fit during this time.
- We will use our best endeavours to support pupils attending, as well as those remaining at home, making use of the remote education support already online.
- At the forefront of our approach to welcoming children back to school will be their mental health and well-being and promoting positive transitions during and after the COVID-19 crisis.

### Equipment and uniform

- As part of the measures to protect our children and staff, all children are asked **to wear clean school uniform on Tuesday 23<sup>rd</sup> June and Thursday 25<sup>th</sup> June - with trainers**, not school shoes. This is to avoid pupils bringing in additional items to school, to allow for pupils to take part in physical exercise (and pupil's fee will have grown!). Please ensure you're your child's school uniform, other clothes worn to school or PE Kit is washed daily. We appreciate that some of your children may have grown out of some of their uniform, and in this case we ask you to provide the most suitable "school uniform" appropriate substitutes. Other PE kit is not required on these 2 dates.
- **On Wednesday 24<sup>th</sup> June – all Year 3 children should arrive at school wearing full PE kit and trainers**, ready to take part in a full day of outside PE activities with Innov8 Sportz. Children will wear their PE kit all day and will not be required to change or bring school uniform with them.
- Please provide a packed lunch for your Year 3 child every day.
- Please check the weather forecast each day and apply sun-screen before school if appropriate.
- Please send your children into school with the bare minimum, their packed lunch, a sun hat, coat, drinks bottle and snack. All stationery will be allocated individually and kept just for the use of that child.

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## **Break times and lunch times**

- Each bubble will eat their lunch in their classroom – or outside in their allocated space on the field or playground.
- Break and lunch times may be staggered so bubbles do not mix.
- During break and lunch times, each bubble will not be able share play equipment or use the larger fixed play equipment.

## **Who should attend school?**

- Any pupil that is classed as 'clinically extremely vulnerable' must stay at home.
- Any pupil is classed as 'clinically vulnerable' should follow advice from their GP or medical team.
- Any pupil who is invited to attend and wishing to but is living with someone classed as 'clinically extremely vulnerable' should only attend school if strict social distancing can be achieved.
- Any pupil invited to attend and wishing to but who is living with someone classed as 'clinically vulnerable' should attend school.

## **Hygiene and Health**

- Please do not send your child into school if they are unwell in anyway, including showing signs of Coronavirus.
- If your child shows symptoms of the virus, we have been asked to remove them to a well ventilated and un-sued room and to phone you to come and collect immediately. Please may we ask that all parents keep a close eye on their emergency contact details during school hours in case we are trying to contact you.
- In the event of a suspected case of Coronavirus, the school will follow guidance as stated by South West PHE and will communicate this advice to parents accordingly.
- Respiratory hygiene must be followed at all times, by everyone on site (including children); this includes using a tissue to catch coughs or sneezes (and disposing of that tissue in the lidded bins provided) or using the crook of your elbow if you do not have a tissue.
- Hand washing is essential to prevent the spread of Coronavirus. Staff and pupils must wash their hands for 20 seconds using soap and water (or an alcohol gel if soap and water is unavailable).
  - On arrival in school / leaving school
  - Going inside or outside the classroom
  - After using the toilet
  - Before eating
  - And otherwise at hourly intervals.

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## Pick-up and Drop-offs

- We ask that only **one** parent drops off their child and that **no parent should come into the school building**. In addition, all parents must observe the social distancing rules in the car park and when children are dropped off and picked up. Siblings need to do the same and not be allowed away from their parent while waiting.
- Each parent will be given a 10-minute time slot to drop-off / pick-up their children (see school day organization table) and they must adhere to it **strictly**.
- **Drop-off** - At 9.45am, the parents and carers of Year 3 bubble will wait with their children at 2 metre intervals on the path leading to the bottom playground gate, standing 2 metres away from the gate. A member of staff will greet your child and escort them to Muntjac classroom each day.
- **Drop-off** - Parents and carers will immediately leave the school site (and observe social distancing) once their child has entered the school grounds.
- **Pick-up** - At 2pm, parents and carers are to wait on the path leading to the bottom playground gate, ensuring social distancing at all times (no gathering please).
- There will be no breakfast or after school clubs, as bubbles of pupils cannot be mixed.

## Additional Points

- Staff may have their mobile phone with them for use in case of emergency and to support in school communication, and to facilitate future track and trace apps. This is a temporary change to our policy and procedure and has been agreed across Wiltshire Local Authority.
- There will be no assemblies.
- Any pupil that presents a health and safety risk as result of their behaviour will be sent home and will not be allowed to attend school for a set period of time.
- Some pupils with an identified need will have individual risk assessments based on their individual circumstances.
- Sending your child back to school during this time is a decision for you and your family.
- If you decide not to send your child back at the current time, you will not be fined for absence and the school will not be held accountable for levels of attendance.

## What can you do?

Please could you talk to your child about the fact that school **will look and feel different**. We will aim to give our children the highest level of care, kindness and support that we always do but it is not going to be the same school environment your child left in March. The guidance provided by Wiltshire Council (see link) will also help you prepare your child for their return to school.

If you need to speak to Mrs Turner or a class teacher, please send your email to [admin@chiltonfoliat.wilts.sch.uk](mailto:admin@chiltonfoliat.wilts.sch.uk) or [talktomrsturner@chiltonfoliat.wilts.sch.uk](mailto:talktomrsturner@chiltonfoliat.wilts.sch.uk)

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