



**'All Moving Forward
Together'**

7th September 2020

Dear Parents and Carers

It has been wonderful spending time in school today with the team making all the final preparations for the children returning this week. This letter is just to remind everyone of the start and finish arrangements for each class and provide you with some updates to safety measures in place alongside those outlined in the last letter (This letter is still available to read on the website.)

Start and Finish Times

To reduce the number of people on the school grounds at any one time staggered start and finish times have been allocated to each class. Please follow these and the social distancing signage/indicators to ensure the safety of everyone.

- **Ladybirds (Mrs Theakston)**
 - 8.50am to 3pm (from 15th September) – Please use the Southfield Road gate and the children will enter and leave through the doors near the gazebo. (9.15am to 2.45pm 8th to 14th September inclusive)
Places to wait will be marked on the path near the gazebo to support social distancing.
- **Butterflies (Mrs Buckton/Miss Kelly)**
 - 9am to 3.10pm (from 15th September) – Please use the Allotment Lane gate and the children will enter and leave through the Foundation Stage cloakroom door to the rear of the school. (9.30am to 3pm 8th September to 14th September inclusive) Please wait on the crossed marked on the path to support social distancing.
- **Bumblebees (Miss Dean)**
 - 8.50am to 3pm – Please use the Allotment Lane gate. The children will enter and leave through the Key Stage 1 cloakroom door. Parents/carers should wait at the top of the steps but please follow social distancing signage to form two lines. Staff will call for the children to enter and send each child out from the cloakroom to you at the end of the day.
- **Caterpillars (Miss Tate)**
 - 9am to 3.10pm - Please use the Southfield Road gate and the children will enter and leave through the doors near the gazebo.
Places to wait will be marked on the path near the gazebo to support social distancing.
- **Dragonflies (Mrs Baarda)**
 - 9.10am to 3.20pm – Please use the Southfield Road gate and wait on the right-hand side of the playground towards the edge on the crossed marked on the ground. Children will be met on the playground in the morning and brought out to the playground at the end of the day.
- **Grasshoppers (Miss Yorke)**
 - 9.10am to 3.20pm – Please use the Allotment Lane gate and wait on the left-hand side of the playground towards the edge on the crosses marked on the ground. Children will be met on the playground in the morning and brought out to the playground at the end of the day.

Please note: *Children **must** remain with their parent/carer at all times on the playground and will not be able to play on the playground or equipment at the beginning and end of the day. The gates will not be opened until 8.45am and all adults should leave the school grounds once their child has entered school or been met by their teacher. This is to meet social distancing regulations. Also, please can any communication required with teachers at the beginning or end of the day be done via a written note or phone call to the office. Teachers will then contact you as soon as possible.*

As families will be arriving and leaving at different times please walk to school if at all possible, to reduce traffic congestion on the roads around the school. Additional scooter racks will be available near both the office and Allotment Lane gates.

We appreciate siblings may have different start and finish times. To help with this and avoid having to wait on the playground please bring your children at the earliest allocated time. Other siblings should then enter through the office door and be escorted to wait with their year group bubble in the hall. Staff will also make arrangements for siblings to leave at the earliest time from the same door. Please let us know if we can help with this.

Communication with Staff

As we are working hard to implement social distancing and reducing the amount of contact between adults please note that staff will not be available to speak with parents and carers on the playground at the beginning and end of the day. Please contact us by telephone or email and we will help you as soon as possible and/or make an arrangement for staff to speak with you as soon as possible.

Due to the nature of our office entrance we will be restricting access to this area. The office staff and I will be available on the playground and at the entrance to help with anything at the beginning and end of the day. Book bags and water bottles will also be available outside the office in the mornings but please bring the correct change if you need to purchase them.

Face Coverings

You will be aware that there have been changes in guidance over the summer regarding the use of face coverings. Current guidance states that face coverings are not recommended in primary schools and classrooms for either children or adults. Therefore your child will not require one in school and if you do choose for your child to wear one on the way to school this should be removed and taken home by parents/carers before entering school. Staff will not be wearing face coverings when working with children but will have these available for use when with other adults and unable to remain within 2m social distancing. If you are invited into school to meet with staff we would please ask that a face covering is worn. There is not a requirement for adults to wear face coverings when outside on the school grounds.

Illness

We have received clear guidance for the Local Authority and Public Health England as to the procedures we must follow in the case of a child, staff member or family member has symptoms or tests positive for COVID 19. This includes:

- **No one should attend school or enter the school grounds if they are feeling unwell and have suspected symptoms of Covid 19. Please contact us if you are unsure before leaving home and entering the school grounds**
- **Parents and carers must follow Test and Tack advice including family members isolating for 14 days if someone in their household tests positive for Covid 19.**
- **The school will seek advice and contact parents if they are concerned about a child and any signs of illness.**

As we enter the winter illness period it is important that everyone is vigilant and do everything we can to reduce the spread of any illness and infection. Please speak to us if you are unsure at any time.

We really are looking forward to getting all the children back in school and although some things will be a little different we will soon adapt to these new routines and be back having fun learning as always.

Please do not hesitate to contact us if you have any questions or queries and we look forward to seeing you soon.

Yours sincerely

Mrs Sam Woolhouse
Headteacher



www.driffieldnorthfieldinfants.co.uk