



Friday 22nd May 2020

Dear parent and carers,

RE: Reopening Information: Phase 1 (Reception, Year 1, Year 6 & Keyworkers)

Expectations and Groupings

Following our previous correspondence in which you were informed of our plan to reopen the school to pupils in Reception, Year 1 and Year 6 following Government advice from 1st June. Please note that reopening on 1st June is still very much dependant on the update that we are due to be given on 28th May. With this in mind, we are writing to let you know what measures will be taken following that announcement on 28th May 2020. We will ensure that the website is updated with this information following the announcement. Please ensure that you regularly refer to the website over the half term week for updates: www.johnjames.hackney.sch.uk

What happens if the Government say it is not safe to reopen on 1st June?

If the government announcement on 28th May states that it is not safe for the phased reopening of schools to go ahead, we will not be welcoming back any additional pupils from Reception, Year 1 or Year 6 on 1st June. Instead the school will continue to operate a **key worker only service** as we have done in over the past 9 weeks. Children outside of this group **will not be permitted to attend school on the 1st of June**. We will continue to follow the government advice on re-opening and will provide updates regarding this following on from any government advice that we are given.

What happens if the Government say that it is safe to reopen on 1st June?

If the government announcement on 28th May states that it is safe to reopen schools from the 1st June, we will go ahead with our plans of welcoming Reception, Year 1 and Year 6 pupils back to school. The school day hours have been amended slightly in order to avoid staff and pupils travelling home during the evening rush hour period. If you have informed us that your child will be returning on 1st June, your child has already been allocated to a bubble group. You will receive a phone call from us telling you which group they have been allocated to so that you are able to drop off and collect at the allocated times.

St John and St James Church of England Primary School

Isabella Road, London E9 6DX

Tel: 020 8985 2045 Email: office@johnjames.hackney.sch.uk

Executive Principal Sian Davies

Headteacher Jo Smith



When we do return to school the following measures will be in place and all parents, carers and pupils will be expected to follow them at all times:

- **One parent or carer to drop off and collect** from your child's designated point (Nursery, KS1 or KS2 entrances). These are detailed in the grouping section of this letter.
- Everybody is expected to **maintain a safe distance** whilst waiting to drop off or collect you child from their designated point.
- We will be operating a **drop/collect and go policy**. Parents and carers will not be allowed to wait around at the school gates as this has an impact on the arrival and departure of the previous and groups to follow.
- Parents and carers **will not be allowed to enter the school building**. Children will be collected from and brought to designated points in the mornings and afternoons.
- If you need assistance you will be asked to **call the office** to arrange a suitable telephone conversation with the relevant school adult. This extends to your child's class teacher; they will not be able to have these conversations during drop off and collection times to minimise waiting time for groups.
- It is crucial that children are **brought to and collected from school promptly** at their designated times to avoid cross contamination of groups. You may be asked to attend a formal review meeting if you are persistently late for drop off and collection times.
- Where possible, we are asking parents and pupils to **drive, walk or cycle to school** to reduce public transport use.
- Personal Protective Equipment [**PPE**] such as face masks and gloves will **not be permitted** to be worn on site. Children will not be allowed to enter the school premises wearing these and they will be asked to remove them before coming into school.
- We are happy to welcome all pupils from Reception, Year 1 and Year 6 back to school. **However you must have communicated their attendance with the school in advance**. This allows us to ensure that they are allocated to a year group bubble, you have their start and end times communicated with you and we are able to add the additional workstations to classrooms. In order to ensure consistency for the teachers in class, we will only ask additional class members to join us from Monday's to ensure that they do not miss out on any learning that has taken place already that week.



- Children from Reception, Year 1 and Year 6 will be split into two groups, containing a **maximum of 15 children** in each group. These will be referred to as year **group A** and year **group B**.
- The school will be **thoroughly cleaned each morning** between the hours of 5.00am and 8.00am where all door panels and low level walls will also be sanitised each day.
- We will have **regular cleaning** of all surfaces and key touch panels (door handles, light switches etc.) at a number of points throughout the school day to minimise the spread of any germs.
- Any child that falls unwell during the day will need to be collected from school immediately. If your child is displaying symptoms of COVID-19 you will be asked to have them tested in order to confirm this. The outcome of this test must be shared with the school so that we are able to carry out our reactive measures accordingly.
- If you, your child, a member of your household or anybody that you have come into contact with is showing signs or symptoms of COVID-19, your child must not attend school. Instead you must follow the government isolation procedures. We do ask that you inform the school of this so that we are able to keep track of possible cases and react accordingly.

What this means for the children:

- Must **bring their own labelled water bottle** to school each day
- Must **wear clean school uniform** each day
- Are **not permitted to bring any school bags** to school with them
- **Not to bring any items from the home into school** (i.e. school bag, book bag, home learning books, homework toys or other items)
- To wear **Velcro or slip on shoes** if they aren't able to tie their own laces
- Can wear their coats to school if the weather requires but will be asked to leave them at home if it is warm enough to do so. They will be asked to put their coat on the back of their chair in class as shared coat areas will be out of use.
- PE provision will be provided for all bubble groups but **children will not be asked to get changed for this**. This is to limit the amount of items that need to be brought to school.
- Will be asked to **wash their hands on arrival** to school, before they move into their bubble group.
- **Must observe social distancing measures** in school.

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- When allocating bubble groups, teachers have tried to keep children with some of their friends.
- Bubble groups will be allocated a **maximum of 15 pupils per group**. There will **be no mixing between groups** when children arrive in school and we will not be changing bubble allocations once they have been set.
- When they are in class, they will be allocated their own seat, table and resource pack to minimise cross contamination.
- We will be operating a **one way system** when moving around school. All members of the school community will be asked to adhere to the signage that is displayed around school.

What happens if I decide not to send my child to school from 1st June?

At the moment, it is not compulsory for children to return to school on 1st June and parents will not be penalised for choosing not to send their children to school. For those children who do not return to school on 1st June, teachers will continue to provide weekly maths, reading and spelling homework which will be posted each Friday on your child's class page on the schools website. Activities will be posted daily on Edmodo for the children to complete; however, teachers will be less active on here due to teaching commitments in school.

We understand that this is a really worrying time for many of us and we have really missed having our children in school over the past weeks. We are however really excited about the prospect of welcoming you back to school and we believe that we have followed the government guidelines and have taken the necessary steps to help prevent the spread of the virus as best we can. We are really looking forward to seeing some of you on the 1st of June and cannot wait to be able to welcome back our entire school community when it is safe to do so.

In the meantime, stay safe, keep positive and enjoy this extra time with your little ones.

Best wishes,

Jo Smith

Headteacher