



Knowles Primary School
Queensway
Bletchley
Milton Keynes MK2 2HB

Tel: 01908 373588
Web: www.knowlesprimaryschool.org.uk

Headteacher: Mrs Sarah Rice

Dear Parents and Carers,

Reopening plan for all children from 7th September 2020

The government's aim is that schools are expected to open fully to all children from September 2020.

The Government advises that circumstances have changed. The prevalence of coronavirus (COVID-19) has decreased, our NHS Test and Trace system is up and running, and we are clear about the measures that need to be in place to create safer environments within schools.

Given the improved position, the balance of risk is now overwhelmingly in favour of children returning to school. For the vast majority of children, the benefits of being back in school far outweigh the very low risk from coronavirus (COVID-19), and Government guidance explains the steps schools need to take to reduce risks still further. As a result, we can plan for all children to return and start to reverse the enormous costs of missed education. This will be an important move back towards normal life for many children and families.

Your child's welfare and safety is our priority, as well as that of the staff. We appreciate that some of you may be reluctant or anxious about your children returning to school. We have followed [Government guidance](#) and Public Health advice to minimise risk in school by putting the following measures and controls in place:

Minimise contact with individuals who are unwell by ensuring that those who have coronavirus (COVID-19) symptoms, or who have someone in their household who does, do not attend school

- Pupils, staff and other adults cannot come into school if they have coronavirus (COVID-19) symptoms (including a new, continuous cough or a high temperature, or has a loss of, or change in, their normal sense of taste or smell).
- Anyone who is displaying Covid 19 symptoms must get tested and isolate until the test results are returned.
- You must inform school as soon as your test result is back.
- If the test comes back positive, then anyone in the same household or school bubble will need to self isolate for 14 days. You will be informed by the school if your child needs to self isolate.
- If a test comes back negative, the pupil, staff or other adults can return.
- If anyone develops coronavirus symptoms during the school day, they will be sent home immediately to self isolate. A test must then be arranged to see if they have coronavirus.
- If staffing is too low due to illness the school may have to close for certain classes or year groups. A message will be sent home to you to inform you if this happens via text / email.
- In the event of a local lockdown we will continue with online learning to ensure continuity in your child's education.
- **All parents need to sign up to 'School Communications' an instant messaging system, you must ensure the school office has your most up to date mobile number and email address. You must check your mobile phone every morning for messages from school.**



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Clean hands thoroughly more often than usual and ensure good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach

- We will ensure that pupils clean their hands regularly, including when they arrive at school, when they return from breaks, if they change rooms and before and after eating.
- We will ensure that pupils use the 'catch it, bin it, kill it' approach.
- We will ensure each class / area has enough tissues and bins available to support pupils and staff to follow this routine.

Maintain enhanced cleaning routines

- Frequent cleaning of rooms.
- Frequently touched surfaces cleaned more often than normal.

Classes

- Children will be taught in separate classes of 30, with their same class teacher and teaching assistant.
- Children will be separated into year group 'bubbles'. This means that children will only mix with other children and adults of the same year group.
- Classrooms have been organised to support social distancing and keep children and staff safe. Tables will be in pairs or rows, with pupils sitting side by side, facing forwards.
- Children will keep their own desk space and their own personal equipment throughout the day.
- Windows and doors will be kept open to keep spaces ventilated.

Lunch Times and Break Times

- Year groups will be separated at break times and lunch times, each with their own time and space to eat lunch and play outside.
- Children will have designated play equipment only available to their class 'bubbles'.

Breakfast Club

- Breakfast club will start again from 7th September.
- Children must wash or sanitise their hands upon arrival and before they leave the breakfast club.
- Children will be expected to stay in their year groups whilst in the hall.
- Each year group will have their own equipment and resources.
- Staff will socially distance.
- All children will be offered a breakfast of cereal and bagels when they arrive in class.

Start and end of the school day

- The start and end of the school day will be staggered to ensure that social distancing can take place as much as possible. There will be a **one way system** in place for parents and carers dropping off and picking up children. Parents will enter the playground through the main gates (as normal) but after dropping off their children will exit via the gate down by the school field and Nursery school. Staff will be outside to direct you. All parents must follow social distancing guidelines and only one parent or carer per family will be allowed on the school premises to drop off children.



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- All families will be informed via a telephone call and letter with the time you must drop off and pick up your child. Start times and finish times will be staggered and will not be usual times. **Please do not arrive on the school grounds before your allocated time. It is very important that you stick to these times.**
- Parents and carers will not be permitted into the school building but must drop off children in the playground.
- Teachers will greet children at the outside classroom doors. **Parents must remain 2 metres away from the classroom doors (areas will be marked on the floors).** If parents or carers need to speak to their child's class teacher they should ring the school. This will need to be at the end of the school day when they are not teaching. Conversations will need to be had over the telephone.

Lateness

- We will no longer have the facility to look after children who arrive late to school in the Orchard hall because we cannot mix children from different year groups.
- If your child is late you will have to queue (2 metres apart) outside the main reception door. An adult will come and receive children who are late from 9.00am. You will be asked to sign them in on the late register and an adult will escort them to their class. You will have to wait with your child until an adult is free to register your child and take them to their class.
- If your child is continually late you will need to attend an appointment with our attendance officer to see how we can resolve this.
- If you are late collecting your child at the end of the day, you will have to queue (2 metres apart) outside the main reception door. An adult will greet you after the gates are closed, go and collect your child for you whilst you wait and ask you to sign the late register.
- If you are continually late you will need to attend an appointment with our attendance officer to see how we can resolve this.

Attendance

- **School attendance will be mandatory again from the beginning of the Autumn term (7th September 2020)**
- Government attendance rules will apply:
 - The school will follow up on all absences.
 - **Holidays will not be authorised and will be subject to a fine.**

Uniform

- **All children are expected to wear full school uniform from 7th September 2020**
- Uniforms do not need to be cleaned any more often than usual.

Hot Dinners

- All children will have the opportunity to purchase school dinners again. **If you would like to order school dinners for September these need to be ordered by 1st September. If you normally order school dinners you will receive the new menu this week by post. When you have completed your order, please return to the main office with payment by 24th July 2020.** If you do not normally have school dinners but would like to, please come to the main reception to pick up a menu and order form.



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Equipment from home

- All children must bring in their own named water bottle from home and take it home each night.
- Book bags will be allowed back in school and children will take home a reading book each week on a Monday to be returned on a Friday.
- All children will be allowed to bring their own lunch boxes, coats and mobile phones (which will have to be handed to the class teacher) but no other items from home will be allowed in school i.e. pencil cases, toys etc.

Learning in School

- To support your child in returning back to school, they will receive the full curriculum throughout the day.
- We recognise that some children may need additional support to catch up.

No visitors will be permitted to enter the school building unless in the case of an emergency. The school will continue to work with outside agencies via prior appropriate.

We look forward to welcoming you all back, and although we have many changes in place, our priorities still remain; the well-being, safety and education of your children. Over the last few months during lockdown we have seen more and more children successfully return and it has been so great to see children happily playing with their friends again and enjoying learning once more. We look forward to a new start in September and welcoming you all back.

Best wishes
Sarah Rice