



21st August 2020

Dear Parent/Carer,

As we approach September and the full opening of school, I would like to give you guidance on how school will function sharing key information you will need to know as well as adhere to for the safety of your child and the safety of all at St Andrew's. We are desperate for all the children to be back in school and despite media and government activity that is what we will endeavour to do.

Firstly, it is important to say as a school we cannot eradicate the risk of the Coronavirus, but we can manage and reduce the risk with the measures we will put in place. These have been guided by the Government Guidance and then agreed by the school Governing Body.

All children from Year 1 to Year 6 will commence school on September 3rd (EYFS will have a slightly different start to term which has already been communicated). In order to start the academic year positively we expect the children to:

- Attend school in full school uniform (including school shoes).
- On arrival, they will need a packed lunch, water bottle and their schoolbook bag. There will be no need for pencil cases or any other equipment.
- They will not need to bring PE kits as under our guidance the children will have PE days when they come in their PE kit for the whole day (details of which days TBC).

Children will be grouped into 'bubbles' – meaning they will be in a group with other children in their year and sometimes with one other class. The bubbles will comprise of their class teacher, teaching assistants and a constant dinner supervisor. The class teacher will only be in one 'bubble' and the 'bubbles' cannot mix. In this definition, we can guarantee social distancing between bubbles but not within the bubble. This is necessary so that any outbreak of the virus can be tracked and traced and those people who have been in the affected 'bubble' can isolate and be tested. We will have a protocol and safe room for any children showing symptoms where they will be looked after until parents are contacted and signposted to testing.

The bubbles are as below:

- EYFS and Year 1- **Bubble 1**
- Year 2-**Bubble 2**
- Year 3 & 4 – **Bubble 3**
- Year 5 & 6 - **Bubble 4**

Why these bubbles?

- All children will be able to be considered for catch-up interventions now that teaching support can work across phases. There would not be enough adults to support individual class bubbles.
- Our curriculum structure is based on year groups and the sharing of resources and equipment to facilitate this. There would not be enough resources to support a broad curriculum if we used individual class bubbles.
- Staggered entry/exit times and break/lunch times can be managed more effectively in phase bubbles rather than having 7 individual start/finish times. This measure would reduce that to 4 start/finish times.



School Start and Finish Times

The children will have a staggered start and finish time, but we have minimised this by using different entrances and exits to school. The start and end time of school will vary for each phase bubble:

- Reception/Year 1 - 8.50 am – 3.10pm (**Reception** School Gate) (**Year 1** leave Front Office pm)
- Year 2: 8.45 am – 3.20 pm (Office entry)
- Lower Key Stage 2 (Y3/4): 8.50 am – 3.25pm (Top Gates then side green gate)
- Upper Key Stage 2 (Y5/6): 8.40 am – 3.30pm (Top Gate then across field)

It is vitally important for the safety and efficient running of the school that these times are adhered to and that children enter the correct entrance. There will be staff supervising these points in the morning and when we are releasing children. We would encourage the older children (Year 5 & 6) to walk home or to a pickup point rather having to wait at the gate for an adult: if you would like to do this please inform us by email or letter. Please follow the signage and be aware of instructions on the posters displayed.

School will be different to normal with teachers and staff unavailable for face to face chats and the office also not be used. We would ask that communication is either done through a phone call or email to head@st-andrews.lincs.sch.uk.

The children will not have collective worships in the hall some activities will have to be adapted such as music. We have challenges to yet solve such as 'Meet n Greet', Parents Evenings and school events such as Harvest and MacMillan Coffee Morning but we are working on these. At present after school activity clubs will not go ahead. However, both Andrew's Angels and Woodside Nursery will be offering before and after school care.

Lunch and playtimes will be staggered to enable bubble to be kept separate and at present lunches will all be packed. Children who are free school meals or Infant free school meals will still be provided with a lunch. We do hope to introduce hot meals back by November if this is possible to do so safely.

The key for all staff and children is regular washing and sanitising hands. Over the day there will be a routine of when this is done. Each classroom, office school entrance and staffroom have hand sanitising dispensers installed and these will supplement the use of class and toilet sinks. In September there will be a rigorous campaign for all the children to stick to these key routines.

Finally, it is the expectation from the Government and school that all children should attend from September 3rd fulltime. We will not fine children who do not attend but would want to discuss the reasons for not attending and work with families to overcome any concerns or barriers.



I appreciate there is a lot to take in and I am sure you may have questions again use the email address head@st-andrews.lincs.sch.uk if you want any clarification. This is an unprecedented and ever-changing time for all of us and we want to work with you for the health and safety of all our school community.

Yours sincerely

Mr D W Hodgson

