

# Newsletter

## Welcome back

We are writing to you following our first few weeks back in the academy, as it is a new way of working for us all. We appreciate your patience and support as we work together to ensure the academy operates as smoothly and safely as possible.

We will be working to keep the children within their class/ year group bubbles in order to minimise mixing across the academy. Government guidance states that children do not need to socially distance, but staff should work to keep a distance as much as possible. This will be very challenging, especially with the youngest of our pupils, and whilst we will work to minimise contact to keep distance – the welfare of the children will be our priority and we will strive to keep them feeling safe and happy.

### Hygiene

Regular 20 second handwashing will happen throughout the day – children will wash hands each time they enter/ leave a room, before and after playtime and lunchtime, before and after they use the toilet, and regularly through the day.

We have appointed additional cleaners throughout the day – so handles, surfaces and toilets will be cleaned regularly. At lunchtimes, all tables and surfaces will be cleaned after each year group has eaten. Anti-bac spray/ wipes are always available within the classrooms for use by staff and children as necessary. Windows will be open to provide good ventilation through school.

### Reading Books

All reading books will be sent home with children on a Monday and should only be returned on a Friday. This is so that we can quarantine them over the weekend before being put safely back on the shelves. Parents are asked to support our reading wherever possible by sharing books with children each night.

### Breakfast and After school clubs

Due to government, guidelines there will be no after school clubs or breakfast club at least this half term. This will be reviewed as further updates are received by the DfE.



### Classroom Arrangements

Whilst it is impossible to social distance young pupils, we have put in place a variety of measures to ensure that classrooms are COVID secure. Handwashing occurs regularly and equipment will not be shared between children.

Children further up school will be seated facing the front of the classroom and group work will not take place at this time.

### Playtimes

Playtimes and lunchtimes will be staggered again so children remain in their class bubbles throughout the day.

Children will have many opportunities to socialise and make friends during the school day. However, due to social distancing rules this will be with their year group.

### Uniform

It has been lovely to see all the children in their new uniforms returning to the academy this term. May we politely remind parents of the uniform code which is as follows:

Black school shoes – NO trainers please.

Haircuts should be appropriate – no shaved heads or lines.

Simple bobbles / ribbons / slides in school colours – no large bows.

No nail varnish, hair dye, make up or spray tans.

The new tartan skirts and pinafores can be purchased from Lollipops.

## Messages to the office.

In order to minimise traffic around the academy we ask that you keep any visits to the office to a minimum. We do however understand that there may be times when you need to speak to them in person.

Please make arrangements by calling the office on 01642 210704 or email [brambles@tved.org.uk](mailto:brambles@tved.org.uk)

Thank you for your patience in this matter.



## Dropping off and picking up times/lunchtime arrangements

Times need to be staggered to allow social distancing, which we expect all adults to adhere to on academy premises. It is essential that we work together and stick tightly to the protocol. We would appreciate it if only one adult drops their child off and that you only drop your child at the allocated time so that we do not have bubbles mixing. Please remember that whilst waiting for your child/ren we encourage you to keep socially distanced. We need to ensure that we all work together to keep the children and ourselves safe. **PLEASE ENSURE YOU DROP OFF AND PICK UP AT THE TIMES BELOW.**

	Year Group	Gate	Timings
Monday	Reception	EYFS gate	8.40am-3.00pm
	KS1- Y1 and Y2	KS1 gate	Y1 8.40am-3.10pm Y2 8.30am-3.00pm
	KS2- Y3,Y4,Y5 and Y6	KS2 gate	Y4 and Y6 8.30am-3.00pm Y3 and Y5 8.40am-3.10pm
Tuesday	Reception	EYFS gate	8.40am-3.00pm
	KS1- Y1 and Y2	KS1 gate	Y1 8.40am-3.10pm Y2 8.30am-3.00pm
	KS2- Y3,Y4,Y5 and Y6	KS2 gate	Y4 and Y6 8.30am-3.00pm Y3 and Y5 8.40am-3.10pm
Wednesday	Reception	EYFS gate	8.40am-1.20pm
	KS1- Y1 and Y2	KS1 gate	Y1 8.40am-1.30pm Y2 8.30am-1.20pm
	KS2- Y3,Y4,Y5 and Y6	KS2 gate	Y3 8.40am-1.20pm Y4 8.30am- 1.30pm Y5 8.40am-1.30pm Y6 8.30am-1.40pm
Thursday	Reception	EYFS gate	8.40am-3.00pm
	KS1- Y1 and Y2	KS1 gate	Y1 8.40am-3.10pm Y2 8.30am-3.00pm
	KS2- Y3,Y4,Y5 and Y6	KS2 gate	Y4 and Y6 8.30am-3.00pm Y3 and Y5 8.40am-3.10pm
Friday	Reception	EYFS gate	8.40am-3.00pm
	KS1- Y1 and Y2	KS1 gate	Y1 8.40am-3.10pm Y2 8.30am-3.00pm
	KS2- Y3,Y4,Y5 and Y6	KS2 gate	Y4 and Y6 8.30am-3.00pm Y3 and Y5 8.40am-3.10pm



# Flowchart for parents: what to do if someone has symptoms of COVID-19

Version 1 (07 July 2020)

