



Wednesday 20 May 2020

Dear Parents / Carers,

Term 6 2020 Arrangements

I hope you are all keeping well. As I'm sure you can imagine, this has been an incredibly busy time preparing for school to open from Monday 1st June. Thank you to everyone who completed the online questionnaire, this has helped tremendously with the planning for re-opening. The children are at the centre of everything we do at Poplar Farm, and we are desperate for our school family to be back together again. However, health, safety and safeguarding are always our priority and with these factors in mind, we need to manage the risk for the children and staff.

With all of this in mind, the first children to come back to school will be those in Reception. We hope to enable Y1 children to come back to school a few weeks later. Although the guidance states bubbles are limited to 15 children, our classrooms only allow for up to 9 children at a time. Hopefully the following information will give you all of the details you need about what is happening and when.

General information

- The children have been organised into small 'bubble' groups. The children will remain with their bubble group all day, including break times and lunchtimes. They will not be able to mix with other bubbles.
- The classrooms have been organised to ensure all individual work stations are 2m apart to promote social distancing, however please bear in mind that we cannot guarantee social distancing.
- The children will not be permitted to work in pairs or small groups and will not share any resources.
- Children will have a tray on their workstation for their work to be stored.
- Children will self-mark any work completed and work will be sent home at the end of the day.
- The children will not be required to wear school uniform. All clothes worn to school must be washed before being worn again.
- Please ensure you inform school if you or a household member displays Coronavirus symptoms.
- Bubbles will close if a staff member is unwell or if there is a confirmed case.
- Staff will wear face masks and have access to gloves and aprons. Children are not expected to wear face masks.
- The groups have been arranged following information from parents. We will not be using weekly booking forms, those who have said 'yes' to school have been allocated a group.
- If anyone who has said 'no' but then changes their mind, please send an email to enquiries@poplarfarmsch-cit.co.uk to let us know they will be attending the following week. We will then inform you which group your child is in, and which days they can attend school.
- The school kitchen will provide hot lunches to the children in school, please do not send any packed lunches.

IF YOU REQUIRE ANY LETTERS TRANSLATING, PLEASE CONTACT THE SCHOOL

Poplar Farm Primary School, Helmsley Road, Grantham, NG31 8XF. Telephone 01476 850680

enquiries@poplarfarmsch-cit.co.uk

www.poplarfarmsch-cit.co.uk/website



- Children eligible for free school meals, but not in school can collect a packed lunch from school everyday from 11.30am onwards. This will consist of a sandwich, a piece of fruit, a packet of crisps and a cake.
- The Edenred vouchers will no longer be issued.

What are the timings of the school day and where do we drop-off and collect our children?

- The school day will be 10am-2pm.
- Your child will attend either Monday and Tuesday or Thursday and Friday.
- Children should arrive for 10am and be collected promptly at 2pm.
- You will be informed which days your child is in school on ParentHub.
- Only 1 parent is to come to school to drop-off and collect.
- Parents and children to arrive through main gate near the staff car park.
- A queuing system is in place along the green fence to allow for 2m distance between family groups.
- The children will walk into school through the hall door near the studio, and parents will walk down the footpath alongside of the hall to ensure no contact with other families.
- Parents will not be permitted to come in to school.
- Children will leave school through the same door at the end of the day. Please wait for the teacher to call you over before you walk towards the hall door.

What does my child need to bring to school?

- Every child in school will need to bring their own stationery pack - pencil, crayons, pencil sharpener. Your child will not be permitted to use stationery from other children.
- The children will need to bring a water bottle to remain hydrated during the day.
- Please ensure sun lotion is applied at home before coming in to school. Children will not be able to bring sun lotion in to school.

What routines will be in place for safety during the school day?

- Class bubbles will have their own toilets to use. These will be cleaned at regular intervals during the day.
- Children will stay in their bubbles all day, and will not be able to mix with children from other bubbles.
- Lunch will be brought from the kitchen to the classrooms, where the children will eat at their individual work stations.
- Bubble groups have allocated spaces outside to play to ensure bubbles remain separate from others.
- Children will wash their hands at regular times during the day, and they will use hand gel after: sneezing; blowing their nose; touching resources etc.

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How will I be supported with learning at home if my child is not in school?

- Teachers will post a weekly overview on Class Dojo on a Monday.
- Teachers will not be able to respond to posts or messages as quickly as you might have become used to, as they will be teaching during the day.

What happens with my child's attendance record?

- Many of you have decided that you will not be sending your child in to school due to safety and changing messages from the government, and that is absolutely fine.
- If your child does not attend school fines will not be issued, and the absence will not be recorded as unauthorised.

Key Worker Children

- The childcare provision will still be in place for children of Key Workers from 8.50am-3.15pm.
- The booking form will continue to be sent home weekly.
- If you originally registered as a key worker with the school your child will automatically be grouped with other children of key workers.
- Children in childcare have been placed in class 'bubbles' together to ensure they are not mixing with children in other bubbles.
- If you are not at work, and your child is not due in school, the advice is for your child to stay at home with you.

Thank you for the time you have taken to read this lengthy letter. We will be in touch to inform you about the groups the Reception children are in, and will be in touch with Y1 parents again a few weeks after half term.

If you have any questions, please send a message on Class Dojo or email us at enquiries@poplarfarmsch-cit.co.uk.

I hope you all have a safe half term.

Kind regards,

Mrs Hodson
Head Teacher

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