

14 July 2020

Dear Parents & Families,

Following the Government announcement advising that it has been deemed safe for children to return to school from September 2020, we are very much looking forward to welcoming everyone back after the summer break.

Starting School in EYFS (Reception) – September 2020

EYFS children will begin school on 7 September on a part time basis and build up to full time attendance by 16 September 2020.

- Monday 7 September to Wednesday 9 September – 9am – 11.30am
- Thursday 10 September to Tuesday 15 September - 9am – 12.30pm (lunch in school)
- Wednesday 16 September – full time 8.45am – 3.15pm

Children will be collected by their class teacher from the playground, please enter the playground via the KS1 gate from 8.55am until your child is full time. Once your child is full time please ensure that you they are in the line ready for collection by their teacher at 8.45am. The playground will be marked to show children where to line up. Parents are not permitted to accompany their child into the building. Please say goodbye to your child in the line and encourage them to follow their teacher into the building.

Collection at the end of their part time session will be from the KS2 gate. We will bring the children to the gate to meet you. Please wait outside the school grounds near the KS2 gate (marked on the map attached). Once they are full time children will be collected from their classrooms.

Reception children will not need a PE kit in school until they are attending full time.

Please read the rest of this letter for further information relevant to all year groups returning to school in September.

Year 1 to Year 6 Returning Arrangements

In order for us to support the children and welcome them back to school life safely, we are staggering their return to school for the first three days in September. This means within the first three days we will only have two year groups in the school each day in order to ensure that the children settle into our new routines, including a tour of the school to identify changes we have made. The table below sets out when each year group will be in school for the first three days:

Date	Year groups	Times
Wednesday 2 nd September	Year 5 & 6 only	8.45am – 3.15pm
Thursday 3 rd September	Year 3 & 4 only	8.45am – 3.15pm
Friday 4 th September	Year 1 & 2 only	8.45am – 3.15pm
Monday 7 th September	All year groups return	See below

We will be operating a Year Group bubble system. This means that children within each year group will be able to mix with one another during the school day and have dedicated year group staff.

Lime Academy Watergall

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Whole School Information

Attendance

The Government have advised that all shielding will pause, and therefore attendance will be compulsory for all children unless a statutory reason applies. Standard attendance procedures will resume, including schools having a responsibility to record attendance and follow up all absence.

It is considered vital for all children to return in order to support their education, wellbeing and wider development, missing out on even more time in the classroom risks children falling further behind. Those children with a higher overall absence tend to achieve less well in school, parents have a duty of care to ensure they attend.

We appreciate that you may be anxious about your child returning to school in September and hope that we can assure you that we are all working hard putting the measures in place to reduce the risk in school, as we have been throughout the whole lockdown for our vulnerable and keyworker students. If you would like to speak to someone, if you are feeling reluctant or anxious about returning to school in September, please contact the school office on 01733 264238 or email on office@limeacademywatergall.london who can put you in touch with the appropriate person to discuss your concerns.

Also, whilst we appreciate that your summer holiday may have been cancelled this year, please be aware that term time holidays will NOT be approved. Where leave of absence is taken during term time without permission you may be issued with Education Penalty Notice fines of £60 (rising to £120) per parent per child by the Local Authority.

The School Day

Drop off/collection

From 2 September 2020, all children will be welcomed back to school. Owing to the guidelines and in an effort to maintain social distancing, we will be clearly marking the playground to enable children to line up safely in a space away from other classes. We would also ask that parents are mindful of social guidelines as they move through the school site, ensuring that you maintain adequate social distancing from one another. Please take your child to the relevant line on the playground and step back into a safe space. We would encourage parents of KS2 to promptly leave the site once your child is in their line.

Please note the following:

- There is a strict one-way system – entering through the KS1 gate, moving through the playground, and exiting via the KS2 gate
- Please maintain the flow of traffic – i.e. limited opportunities to stop or stay on the playground
- There will be staff on each gate for the duration of drop-off and collection
- The same one-way system is replicated at home time
- Gate opening times – 8.30am – 8.50am and 3.10pm – 3.25pm
- Please note the KS1 gate will close promptly at 8.45am

In order to ensure we remain in line with government guidance we will continue to limit the amount of movement through the school building during the day. Therefore it is essential that all children arrive on time and through the playground in the manner outlined above. Late children will not be admitted through the school office.

Uniform and belongings

Children will return to school in September in full school uniform. They are not permitted to bring anything other than a coat, a PE kit, a water bottle and a packed lunch if necessary into school. A water bottle is essential for **every child** as we are unable to provide jugs and cups for children to drink from. Access to water will continue if water bottles need to be refilled.



Cloakrooms and toilets

Children will have access to cloakrooms and lockers however these will be named and access to them will be managed throughout the day. Lockers will be routinely emptied at the end of every week. Please ensure that PE kits are washed and returned for the following week. Cloakroom areas have been reassigned so that each group has a cloakroom for their sole use in order to prevent children from coming into areas that have been accessed by other Year Groups. Each cloakroom has several toilet cubicles and these will be assigned for either male or female use only. Staff will not allow mixed use of the toilets at any time and all use of the cloakrooms will be strictly monitored as part of our enhanced cleaning routine.

Lunch times

At lunch time midday supervisors will be assigned to specific year groups and will remain with those year groups through the lunch period. The lunch time period will be staggered across the year groups to ensure the hall is cleaned between each sitting.

EYFS	Key Stage 1		Key Stage 2	
Reception	Year 1	Year 2	Year 3 & 4	Year 5 & 6
11.30am – 12.30pm	11.45am – 12.45 pm		12pm – 1pm	12.30pm – 1.30pm

Wrap around provision (LEAP breakfast & After school + clubs)

I can confirm that LEAP club will restart in the Autumn term from the 7 September, offering both breakfast and after school club provision. Staff will be using the first three days of term (2 September to 5 September) to make the necessary adjustments to our provision in light of the current guidance. In order for us to ensure that suitable protective measures are in place for the children attending LEAP club we need to all parents who will be using the provision to provide us with your level of your need by midday on Friday 5 September at the latest. Please use the booking link sent via Parentmail or the QR code here to make us aware of your level of need with regard to wrap around care. If you have not used LEAP club before but think you may need to access childcare before or after school, please contact the school office on 01733 264238 or email at office@limeacademywatergall.london and they will assist you further.

Health & Safety

The Government has released detailed guidance for schools on the implementation of a system of controls in order to minimise the spread of the virus. In response to this, the school has put in place a number of measures, which are detailed below:

Practice good hand and respiratory hygiene

Regular hand washing will form part of the daily routines in school; children will be supervised to wash their hands with soap and water and hand sanitiser at different points throughout the day. Please ensure that children wash their hands before coming to school, and when they get home from school. The school will ensure good respiratory hygiene by adopting the 'catch it, bin it, kill it' approach, and this will be shared with the children.

Enhanced cleaning

An enhanced cleaning schedule is in place, which includes the cleaning of frequently touched surfaces throughout the day, such as door handles, switches and toilets.

Minimising contact

Children will carry out their school day as part of a Year Group bubble. The aim of this is to reduce the risk of transmission by limiting the number of pupils and staff in contact with each other. Staggered start and finish times, as well as staggered break times and lunch times will ensure that contact between Year group bubbles is limited. Large gatherings such as assemblies will be paused for the time being. Within the classroom and around the school, children and staff will be encouraged to follow social distancing measures. We know that this is not always possible, particularly with younger children, but it will be encouraged wherever possible.



Presenting with symptoms

Children, staff and other adults should not attend the school site if they have had coronavirus symptoms, or have tested positive for the virus in the previous 7 days. If anyone in school becomes unwell, they will be sent home and advised to follow the NHS guidance, including the NHS test and trace process. Other members of their household should self-isolate for 14 days from when the symptomatic person first had symptoms. If a child or member of staff was to test positive, the Year group bubble would close, and the children and staff would be advised to self-isolate for 14 days.

Communications

We will continue to communicate regularly with parents/carers and stakeholders, through the following platforms:

- a weekly Newsletter, including key messages, updates on the children's learning and important dates: this will be sent via Parentmail and uploaded to the school website
- Class Dojo will continue to be used to allow for engagement with teachers, upload work share positive progress being made by children in school
- our online learning platform Purple Mash, which will continue to be used for weekly home learning
- Parentmail, emails and letters to communicate regarding important updates or events
- the school website, which will include any important school notices

Given the guidance around minimising contact, we kindly ask that all parents contact the office via phone or email, if you have any questions or concerns.

We will continue to monitor both the health and safety conditions of our school extremely closely, along with any emerging guidance from relevant bodies over the summer break - the Department for Education, Public Health England or others. Our overarching priority is to ensure that our whole school community, our children, colleagues and families are safely able to access our school.

These remain challenging times for us all, and I thank you for your continued support and understanding - please be assured that we are doing everything possible to support the education of every one of our pupils in a safe and productive manner.

Yours sincerely

Angela Wood

Headteacher