

Oak View Primary and Nursery School

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Headteacher: Yvonne Davis

16th July 2020

Dear Parents/Carers

This letter is to provide you with information on what school will look like from September and what measures we will be putting in place to protect students, staff and all families in our community. This may be a lengthy document, but I wanted to ensure you were provided with all the information that we currently have available.

When students come back to school, we will be focused upon a positive and safe environment. As well as continuing with the academic curriculum as best as possible from home, young people have learned much about the importance of friends and family, the crucial role of key workers in society and that it is possible to change the world for the better in terms of the environment, charitable giving and confronting racism. Certainly, there will be learning gaps and students who will benefit from additional pastoral and academic support. I trust my teachers and staff to look after the needs of every child on their return.

We have looked in detail at the guidance from the Department for Education that was published on 2nd July and have looked at the instructions around public health and safety that are mandatory, versus the instructions around curriculum and timetable organisation which need to be adapted to each school's individual context. Provisions need to be balanced and our risk assessment conducted with the following three principles in mind:

1. To keep students and staff safe by reducing students mixing across year groups as far as possible
2. A broad and balanced curriculum with subjects being able to offer rich learning experiences
3. A return for all students on a full-time basis with no reduction in classroom time

Safely delivering the curriculum

In terms of the school curriculum, we intend to offer **the usual full range of subjects** and to teach practical subjects such as Science, Design Technology, Music, Drama and Art. There will need to be adjustments (e.g. no contact sports in PE, limits on choirs in Music), but our teachers are adapting their plans accordingly.



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Pastoral care and support

We fully appreciate that your child may have had some adverse experiences during the lockdown period and may be anxious. Likewise, returning to a structured school routine may present challenges in terms of behaviour or engagement. We will be considerate and I would ask that you contact your child's teacher if you feel that they need additional support for their transition back to school. The school's SEND coordinator will be contacting some families to look at extra provision required for some pupils return.

September arrangements

Please note that the Department for Education is due to review the guidance to schools in mid-August so it is possible that some of this plan may change before September. If it does, we will communicate with you and also publish our full risk assessment based upon the situation at that time.

Our arrangements for a return to school are as follows:

- Wednesday 2nd September: Staff training day
- Thursday 3rd September: Staff training day
- Friday 4th September: Year group induction sessions
- Monday 7th September: School opens as normal for Years 1 - 6 (staggered start / finish)
- Monday 7th September and Tuesday 8th September: Reception transition visits (separate letter to be sent to parent)
- Friday 11th September: Nursery transition visits (separate letter to be sent to parent)

Friday 4th September

Due to the length of time pupils have been away from the school environment, we have decided to have an introduction session on this day, so each child and parent get to meet their new teacher, see their new classroom, understand the new school systems and meet me for the first time.

This will be held in year group bubbles for a session of 1hr 15 minutes. Children will be met by their new class teacher before being taken to their classroom.

While pupils have a session with their new teacher, I will lead a 20 minute introduction session to introduce myself, but also reassure you and explain the new systems and procedures the school has undertaken to ensure your child's safety, wellbeing and educational standards on their return to Oak View. I hope you can attend this meeting, but if you are unable to, we will send the pack home and upload key information on the school website.



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Friday 4th September

Timetable

9.00am - 10.15am	Year 6 Miss Stuart and Mrs Wan/Mrs Bishop
9.45am - 11.00am	Year 1 Miss Haig and Miss Richards
10.30am - 11.45am	Year 3 Mrs Riaz and Miss Risley
11.15am - 12.30pm	Year 2 Mrs Taylor and Mrs Wombwell
1.00pm - 2.15pm	Year 4 Mr Cahill and Miss Joseph
2.00pm - 3.15pm	Year 5 Miss Hall and Mrs Lupo-Gunn

Monday 7th September

- School opens as normal for Years 1 to 6
- Classes will have staggered start and finish times to reduce volume of traffic on the school grounds

Start Times / Collecting Times

8.30am - 2.30pm	-	Year 6
8.30am - 2.30pm	-	Year 1
8.40am - 2.40pm	-	Year 5
8.40am - 2.40pm	-	Year 4
8.50am - 2.50pm	-	Year 3
8.50am - 2.50pm	-	Year 2

Key Information

(will be further discussed within the parent meetings on 4th September and transition meetings)

- All pupils are expected to return to school in school uniform. Please try to ensure this is clean each day.
- On days, your child has PE or Forest school they **MUST** come to school in sports clothes for the whole day. This is to reduce pupils changing clothes in the classroom.
- Children will continue to wash their hands regularly during the day and will follow the 'catch it, bin it, kill it' approach for respiratory hygiene.
- **All timetables will be shared with Year 1-6 pupils and parents on Friday 4th September.**
- Please note that **we will not be offering hot school lunches** for the first half term and ask that all children have packed lunch each day. Children will eat their lunches in their classrooms, so community spaces like the hall and lunch areas are not used by different bubbles. You can either provide a packed lunch from home (please ensure that the lunch box is taken home each day and washed in soapy water) or order one from the school kitchen. If your child is in receipt of Free School Meals, they will be provided with a school packed lunch each day. This system will run until Autumn half term unless guidelines change from the Government, which we will then act in accordance with and communicate with parents.
- We will send information regarding ordering School milk as we return in September.
- Walk to school if you can, travel lightly and keep your distance



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- The school will have a **one-way** system at **ALL** times, with children being dropped off and collected from their designated areas. Please enter from the Woods Avenue front entrance and exit by the public car park exit. Look out for signage at the gates and markings along the pathway.
- Please do not arrive before or after the time slot given and continue to social distance. If you are late arriving with your child and the gate is closed then you will need to telephone the school and wait until a member of staff is available to admit you.
- Only one parent will be allowed access on to the school site.
- We request that Year 5 and Year 6 children are left at the school gate to make their way to their classroom.
- Classes will be ready to accept children from 8.30am to accommodate those families who have multiple drop off times.
- There will be no clubs on offer for this first half term - Breakfast Club / After School clubs / School Council. This will be reviewed at Autumn half term.
- The school office and front of house will continue to be a parent free zone and any questions or enquires can be asked at the school gate to a senior member of staff or telephoned / emailed to the school admin team.
- Children will need to bring their water bottle labelled and return home with it each day to be cleaned and refilled
- Children who are feeling sick must stay at home. Children should also stay home if someone in their household is showing Covid-19 symptoms. If you suspect they may have the virus contact 111 immediately to access testing. Please inform the school office.
- If your child should become sick in school, we have earmarked an isolation room with the appropriate resources to support them until your arrival. A phone call will be made immediately for you to collect your child.
- If a child or staff member is tested positive for Covid-19, we will follow the current public health advice and will share that information with the school community.
- All parents will receive a 'Return to School' information pack on Friday 4th September as part of the induction meeting with myself. I hope you can all attend while your child visits their new classroom and meets their new teacher.

Attendance

The Government has made it very clear that all children will return to school in September. This is vital to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development. Therefore attendance will be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

If you think that your child needs to shield or self isolate, then please contact us to discuss this.



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Please be assured that we have your child's best interests at heart and we will continue to work with you to meet the needs of your child educationally, socially and emotionally.

We are a strong school community, and by working together, we can move forward from the pandemic and focus on your child's education and wellbeing. As a father myself I know it is a worrying time but please don't hesitate to contact me/school with any questions. I am looking forward to meeting you all and getting to know your children, you and the community.

Yours faithfully

Neil Richardson
Headteacher - September 2020



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