



Bicton C of E Primary School and Nursery

Bicton Lane, Bicton, Shrewsbury, Shropshire. SY3 8EH

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Website: www.bictonschool.org.uk

Head teacher: Mrs Natalie Johnson BA (Hons)



Friday 14th August 2020

Dear Parents and Carers,

We hope that you and your family are well and continuing to stay safe in these difficult times.

Full opening on Wednesday 2nd September 2020

When we wrote to you at the end of the summer term, the Government's intentions were that **all** pupils would return to school in September. This expectation has not changed and we can now therefore confirm our plans. We are delighted to be able to welcome back all pupils on Wednesday 2nd September 2020.

This letter contains a lot of detail about September so we ask that you read it carefully and we thank you in advance for doing so.

We have carefully considered all of the guidance provided from the DfE, the Trade Unions and the Local Authority, and have used this guidance to inform our Risk Assessments, and subsequent plans, to make our school site as safe as possible for our children, parents and staff when we fully open on Wednesday 2nd September. Our Risk Assessment will be reviewed weekly in the light of additional advice we receive from the Government, DfE and the Local Authority, and we will keep you informed as necessary.

Attendance at School

The Government have made it clear that **ALL** pupils are expected to return to school – attendance will be compulsory from Wednesday 2nd September.

Any absence must be reported by telephoning the school office on 01743 850212 by 9:30 am on the morning of the first day of absence. All absences will be monitored by the Local Authority and unauthorised absences may result in action being taken by the Local Authority.

Class Structure

We will return to our normal 6 class structure (including Nursery) and details about which class your child will be in from September were sent out at the end of the summer term.

Risk Assessment & Safety Measures

As we have done throughout the COVID-19 pandemic, we will continue to implement extensive safety measures when we fully open from Wednesday 2nd September. This is in order to reduce the risk of infection for the health and safety of our pupils, parents and staff.

All safety measures will be reviewed weekly, in line with DfE or Local Authority guidance.

Groupings/Bubbles

Schools have been instructed to do what they can to *'minimise contacts and mixing while delivering a broad and balanced curriculum'*.

Children in each class will form a 'bubble' to reduce the risk of transmission and to minimise mixing between classes where it is possible to do so.

However, other 'bubbles' can be formed to allow for specialist teaching, transport arrangements, before and after school clubs / extra-curricular provision, and peripatetic music lessons, which may mean that your child could belong to multiple 'bubbles'. This enables contact tracing to be undertaken whilst enabling the continuation of provision at our school with as little disruption as possible.

Staff can also move between classes in order to deliver our school timetable but staff will maintain distance from pupils and other staff where possible.

Registers will be kept of each 'bubble' for test and trace purposes, in order to quickly identify the contacts made between children or members of staff if there is a positive coronavirus test. In this instance, the local Health Protection Teams will instruct the school of the actions to be taken. (See 'Test and Trace' section below).

Changes to the School Day

To minimise contact between individuals and classes throughout the school day, the DfE guidance recommends that we stagger the times for drop-off, play times, lunchtime and collection.

Drop-off and collection

Parents / carers will not be able to enter the school playground and will be expected to leave their child / children at the entry / exit point shown below.

- We must ask you to adhere to the drop off and collection times shown and not arrive too early or late, as we need to be strict with timings and avoid large gatherings.
- If you have children in multiple classes, we are currently looking at how this can be effectively managed and you will be contacted accordingly.
- Adults are asked to stay with their child on site until they have seen a staff member admit their child through the door / gate.
- If you are running late, you should accompany your child to the main entrance door and ring the doorbell.
- As per DfE guidance, parents should not loiter on the car park and we ask that you maintain 1-2m social distancing to keep you and others safe.
- Only one adult should come on to the site to minimise contact with others.

Class	Drop-off	Entry/exit Location	Collection	These arrangements will be kept under constant review and changed as necessary.
Nursery	8:50	Nursery metal gate	2:50	
Reception	9:00 – 9:05	Nursery metal gate	3:00	
Year 1 & 2	9:00 – 9:05	Blue wooden gate	3:05	
Year 3 & 4 (both classes)	8:45 – 8:55	Hall door	3:15	
Year 5 & 6	8:45 – 8:55	Blue wooden gate	3:15	

Playtime and Lunchtime

Classes will have designated times for morning / afternoon play and lunch, as well as designated areas for these times to minimise mixing of classes wherever possible.

Breakfast Club and After School Club

We are pleased to be able to operate Breakfast Club and After School Club under the new DfE guidance and this provision will return from 2nd September. We will mitigate the risk of mixing groups where possible, but we are not able to eradicate these risks entirely. We are also very aware that many parents rely on wraparound care so we want to be able to open this service to you.

However, as we explained in our letter in July, After School Club will only run until 4:30 pm in the first instance and will not restart until Monday 7th September. As soon as we are able to, we will restart football and other extra-curricular sport clubs – details will follow in the Autumn term.

Parents will need to book a place for their child at Clubs by completing an online form by the Friday of the week beforehand – a link to this will be put on the website each week. There will be a strict 30 pupil limit for both Breakfast Club and After School Club and bookings will therefore be on a ‘first come, first served’ basis. **We cannot guarantee there being places available for your child to attend either of these childcare provisions if you have not completed the online form before the week commences.**

In order for us to manage the restrictions and measures that we need to implement, and to meet increased costs of staffing and provisions, the new charges for Clubs from September 2nd are as follows:

Breakfast Club	7:45 am – 8:45 am	£3.25
8:30 Club	8:30 am – 8:45 am	50p
After School Club	End of school day – 4:30 pm prompt	£3.25 Late collection charges will apply

Cashless System

In the Autumn term, we will be introducing **sQuid** – an online cashless payment system. A separate letter will be sent out about this in September. In the meantime, cash or cheques for Clubs or school dinners should be sealed in a clearly labelled envelope and sent into school / nursery with your child.

School Office & Appointments

Parents / carers will need to contact the school office by phone or email if they need to arrange to speak to their child’s class teacher or another member of staff.

Classrooms

To reduce the risk of spreading the virus, classrooms have been arranged so that children will be sitting side by side and facing forwards.

Clear A4-sized wallets will be provided for Year 1 to Year 6 so that children in these year groups each have their own set of everyday stationery items. This will reduce the risk of spreading the virus by limiting classroom items from being shared. Children must not bring pencil cases / stationery in from home.

Arrangements are different in our Nursery and Reception classes where the furniture, equipment and resources have been set up to facilitate the delivery of the EYFS curriculum.

Uniform

School uniform, in line with our uniform policy, must be worn from 2nd September.

Children need to come into school in their PE kit on the day/s they are due to have PE. (The days will be confirmed by teaching staff during the first week back. No-one will need to wear PE kit on the first day.)

We do not expect parents to buy a Bicton PE t-shirt but children are expected to wear a plain blue or white t-shirt (school polo shirt is suitable) and dark-coloured shorts/leggings/tracksuit or jogging bottoms. Children can also wear their school sweatshirt over their t-shirt on PE days.

Any parents facing financial difficulties in buying uniform should contact Mrs Johnson in confidence.

Other equipment/resources from home

To reduce risk, items brought in from home must be limited. Therefore, only the following essential items can be brought in: **packed lunch box, hat, coat, reading book, reading record / home-link book** (provided by school) and **water bottle**. The water fountains will have been removed and replaced with additional handwashing sinks so children should bring in a filled water bottle – they will be able to refill water bottles during the day.

We ask that children only bring in a **school book bag or small bag / rucksack**. **No toys are allowed to be brought in.**

School Meals

The school kitchen will continue to serve hot food and Shire Services have carried out a detailed risk assessment in conjunction with the school. Some classes will have their school dinner in their classroom, to reduce the amount of children passing through the Hall. Children eating their lunch in the Hall will sit in zoned areas to avoid classes from mixing. If your child wants to bring a packed lunch, they will eat their lunch with the rest of their class. Children in Reception, Year 1 and Year 2 will receive a free hot lunch, as part of the Government's UIFSM scheme, as will children eligible for free school meals.

Shropshire Music Service:

In the Autumn term, lessons with the peripatetic music teachers will continue to be delivered remotely. For children whose parents have opted for the lessons to take place during school hours, children will receive their online tuition in the Music Room and will be supervised by an adult.

Test & Trace and Local Lockdowns

It is essential that parents / carers arrange a test for their child if they display Covid-19 symptoms and communicate the results with the school as soon as they receive them.

We will be heavily guided by the PHE Health Protection Team if there is a confirmed positive test associated with the school / nursery. This may mean that all pupils and members of staff within a 'bubble' of the pupil or member of staff who tested positive will have to isolate as per the guidance at that time.

Instructions provided to schools by PHE will provide very short notice for parents. It would therefore be helpful if parents could consider their own contingency plans should the school close to certain groups.

In the event of a local lockdown, we will communicate to all parents the actions that will need to be taken.

Home-learning

In the event of entire Classes/'Bubbles' having to isolate, or in the event of a national or local lockdown, we will provide Home-learning and details of how we will do this will be shared when we return in September.

Important reminders

- If your child feels unwell before coming to school or nursery, please do not send them in.
- Regular hand washing and use of the '*catch it, bin it, kill it*' will be in place and emphasised.
- Cleaning arrangements remain at an enhanced level and there will be an additional clean of the toilets at lunchtimes.
- All of the school community must engage actively with NHS test and trace – this includes parents.
- If we call you saying your child is ill, we need you to come and collect them immediately. There will be a separate designated area in school for them to wait, as per Government guidance. If they are unwell with a new, continuous cough or a high temperature or have a loss of or change in their normal sense of taste or smell they will be sent home and advised to follow the latest guidance
<https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>

And finally

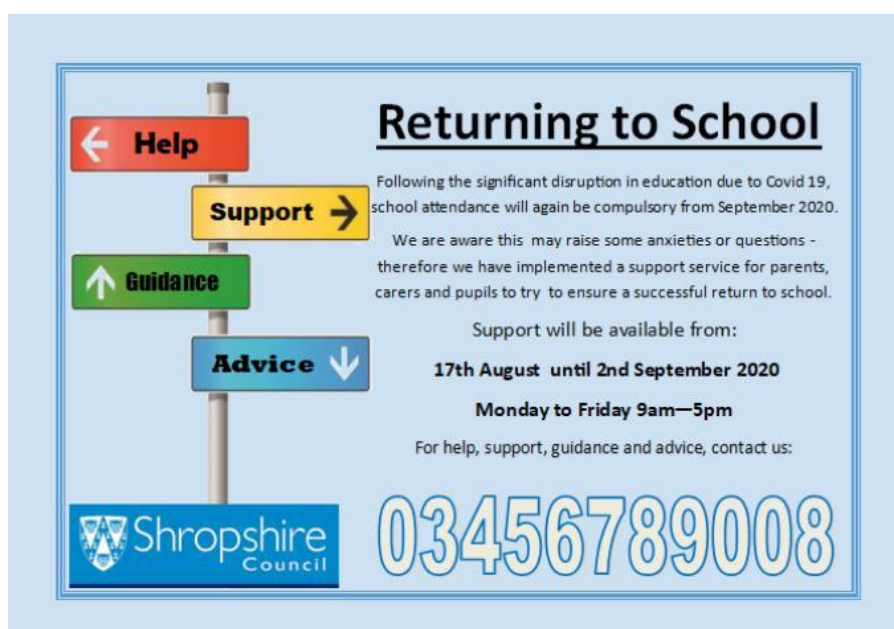
We hope this goes some way to reassure you that Bicton will be a safe environment for your child in September and we are really looking forward to welcoming you back and getting to know the new families joining us.

We know you have all faced your own challenges since March. If you feel that there have been any specific incidents or events in relation to COVID, family or close friends' health etc. which staff should be aware of in order to support your child in September, please email Mrs Johnson before we return at head@bicton.shropshire.sch.uk.

We would like to thank you again for your support last term and hope you enjoy the rest of the holidays.

Take care and stay safe

Mrs Johnson and staff



Returning to School

Following the significant disruption in education due to Covid 19, school attendance will again be compulsory from September 2020.

We are aware this may raise some anxieties or questions - therefore we have implemented a support service for parents, carers and pupils to try to ensure a successful return to school.

Support will be available from:
17th August until 2nd September 2020
Monday to Friday 9am—5pm

For help, support, guidance and advice, contact us:

03456789008

Shropshire Council

The poster features a central wooden signpost with four directional signs: a red sign pointing left for 'Help', a yellow sign pointing right for 'Support', a green sign pointing up for 'Guidance', and a blue sign pointing down for 'Advice'. The Shropshire Council logo is at the bottom left, and the phone number 03456789008 is displayed in large, stylized blue numbers at the bottom right.