



Dear Parents/Carers,

25.02.2021

The government have announced that all children are expected to return to school from Monday 8th March. We will follow normal absence procedures with any families who do not send their children. If for any reason you feel you are unable to send your child(ren) please contact school.

We wanted to remind you about the organisation of the school day, this will be the same as the Autumn Term.

Bubbles

Each year group will form a bubble, Reception and Nursery will form one EYFS bubble. Throughout their time in school, children will only mix with children within their own year group bubble. They will not be expected to social distance from each other but staff will continue to social distance from each other and the children. In order to keep the bubbles separate, we will have staggered break, lunchtime and end of day finish times. Children will remain at the same workstation throughout the day. They will be provided with their own set of resources and other equipment will only be used within the bubble ie. PE equipment.

When you come on to school site we ask that you:

- Wear a face covering at all times
- Adhere to the one-way system when entering and leaving the school site.
- Social distance from other people
- Only one parent to bring their child/children
- Adhere to our queuing system to escort your child/children to their usual gate where a member of staff on duty will direct your child into the school building.
- Please leave the site immediately after dropping off your child/children this will minimise the number of people on site at one time.
- Do not enter main reception unless necessary – only one person allowed at a time, please queue up outside by the sign.

Beginning and end of the day

- At the beginning of the day, we will have a flexible start time. Please ensure your children arrive between 8.30am and 8.50am. Do not come onto site before 8.30am. Children to enter through the usual gates.
- At the end of the day there will be staggered finish times as follows. To minimise the number of people on site, please ensure you collect your child/children at the specified times:
Nursery: 3.20pm, **Reception:** 3.00pm, **Year 1:** 3.00pm, **Year 2:** 3.10pm, **Year 3:** 3.00pm, **Year 4:** 3.10pm, **Year 5:** 3.00pm and **Year 6:** 3.10pm.
- Parents collecting children from Nursery are asked to stand outside the main Nursery entrance and your child will be brought out to you.
- Reception, Year 1 and Year 2 parents will be allowed to collect their children from the classrooms doors. We ask that you social distance from others when waiting to collect your children.
- Years 3 – 6 will be brought down to the gate for you to collect or walk home on their own. We ask that you observe social distancing and do not crowd around the gate.



Rakegate Primary School

Rakegate Close, Wolverhampton, WV10 6US

Phone: 01902 558608

Email: rakegate.primary@wolverhampton.gov.uk

Website: www.rakegateprimary.co.uk

Headteacher: Mrs S L Horton

Sandwell Road entrance

For health and safety reasons, we are minimising the number of people on the school premises. Therefore, Sandwell Road gate will be closed between 9.00am and 2.55pm. If you need to come onto premises between these times you will have to use the Rakegate Close entrance.

Lunchtimes

We will be offering hot dinners as normal or children can bring a packed lunch if they prefer. To make it easier to plan, we ask that children do not swap choices throughout the week.

Lunchtimes will be staggered to ensure the bubbles do not mix. Children will have their dinner at the times stated below:

Reception: 11.30am, **Year 1:** 11.45am, **Year 2:** 12.00pm, **Year 3:** 12.20pm, **Year 4:** 12.45pm, **Year 5:** 12.30pm and **Year 6:** 12.55pm.

In order to keep everyone safe:

- A Covid-19 Risk Assessment has been put in place to protect the pupils, parents and staff of Rakegate. This is available to view on the school website.
- Staff are undertaking lateral flow testing twice weekly.
- Children and staff will wash their hands regularly throughout the day and especially: on arrival at school, after going outside, after using the toilet, before and after eating, after coughing or sneezing.
- Hand sanitiser and soap will be readily available in each room and tissues will be available for all.
- Children will be kept in their bubble and will not mix with children out of their bubble.
- If a child becomes ill, they will be immediately isolated from the rest of the bubble until a parent can be contacted to collect them.
- Regular cleaning will take place every day.

We ask that you support us with keeping children safe by:

- Ensuring that children have clean uniform. Children to wear PE kits on their PE days.
- Ensuring children wash their hands for 20 seconds before coming to school and when they get home.
- Only allowing children to bring in essential resources: Book bags and reading books and packed lunchboxes.
- Send in a filled water bottle for them to drink from throughout the day. This will be sent home each night for cleaning.
- Reinforcing with them the importance of regular handwashing.
- Not sending your child(ren) to school if they are unwell or displaying any symptoms of Covid-19. Please ensure you contact school by 9.00am on the first day of absence stating the reason for this.

Communication

Unless a letter requires signature consent, we will not send out any paper letters. All communication will be done through Marvellous Me, Facebook, Twitter and the school website. Please contact the office if you do not have a Marvellous Me code.



'Working together to achieve our best.'

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If you wish to communicate with us, we would prefer you to do via phone or school/year group emails if possible rather than face to face meetings. If possible we ask that you avoid cash payments and all payments are done: through Sims pay, over the phone by card or through card or contactless at the office.

It is vital that we have your current phone numbers and emergency contact numbers so that we can contact you immediately if your child is unwell.

Thank you for your continued support in this extremely difficult time. Sending best wishes to all of our families and we look forward to welcoming all the children back on 8th March.

Yours sincerely,

Mrs Horton
Headteacher

