



Children classed as vulnerable and children of key worker school re-opening

20.05.2020

Dear Parents/Carers,

Following the Government's announcement asking schools to re-open for specific year groups from 1st June, we have made a plan as to how this will take place. Due to this there will be some slight changes for your children as listed below.

- The local authority has set **Monday 1st June** as an INSET Day and so school will be closed (this includes a closure to keyworker children). This will allow us to ensure our control measures are adequately in place.
- School will be closed to **Reception, Year 1 and Year 6** children **every Friday** in order for additional cleaning work to take place and to enable staff to plan home learning for all year groups.
- Your child(ren) will continue to attend **Monday – Friday** as normal.
- Children will be put into small groups known as 'bubbles'. The children will stay with their bubble throughout the day and will not mix with children from other bubbles at any times during the day, this includes, playtimes and lunchtimes.
- If your child is in Nursery or Reception, they will be with the Reception children Monday – Thursday and with the key worker children on Friday.
- If your child is in Year 1 or Year 6, they will be their own year group Monday – Thursday and with the key worker children on Friday.

We ask you to follow the following procedures:

- Adhere to the one way system when entering and leaving the school site.
- Social distance from other people on school site.
- Only one parent to bring their child/children on to the site.
- Ensure children arrive between 8.40am and 9.00am.
- Adhere to our queuing system (marked out with tape) to escort your child/children to their gate where a member of staff on duty will direct your child into the school building. If your child is in Nursery or Reception please escort to the Reception gate. If your child is in Year 1 please escort to the KS1 gate. All other children will need to go in through the KS2 gate. (On Fridays they will all need to use the KS2 gate)
- Please leave the site immediately after dropping off your child/children this will minimise the number of people on site at one time.
- 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,
- **Reception:** 2.30pm, **Year 1:** 2.45pm, **Year 6:** 3.00pm and **children classed as vulnerable and children of key workers** at 3.10pm. Please collect from the same gates you dropped them off at in the morning and queue on the social distancing tape. Your child will be brought to you. (If your child is in Nursery, Reception, Year 1 and Year 6, they can either go home with their year group or you can collect at 3.10pm. Just let us know which suits you best)
- Do not enter main reception unless necessary – only one person allowed at a time, please queue up on the tape.

- School meals will be provided as normal but children can bring a packed lunch if they prefer.
- The Sandwell Road gate will be closed between 9.00am and 2.25pm in order to minimise the number of people on the school premises.

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.
- 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.
- Children will be socially distanced and have their own work station and resource packs in the classroom.
- Any resources used will be cleaned after use.
- Classroom door handles will be cleaned at the end of each lesson.
- 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 they have a clean uniform every day. Children to wear their PE tops. No school tie.
- Sending your child(ren) in shoes suitable for outdoor PE and activities.
- Not sending children in with any resources from home (No book bags or reading books)
- 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 and social distancing.
- Not sending your child(ren) to school if they are unwell or displaying any symptoms of Covid-19.

We will not send out any paper letters, all communication will be done through Marvellous Me, Facebook, Twitter and the school website. If you wish to communicate with us, we would prefer you to do via phone or email if possible rather than face to face meetings.

We will not be accepting any cash so ask that 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 can contact you immediately if your child is unwell so please ensure we have your current phone numbers and emergency contact numbers.

This plan may be subject to change if we are asked to take more year groups. If there are any changes, we will inform you as soon as possible.

As there will be more children in school, it is vital that you inform school which days you wish your child(ren) to attend at least a week in advance and please only send them when necessary. If children turn up who are not booked in, we may have to turn them away if we do not have the staff or space to accommodate them.

School will be closed during May half term so if you have any questions or need any points clarifying please email during the week or contact school on Monday 1st June.

Yours sincerely,

Mrs Horton
Headteacher