



Dear Parents/Carers,

25.08.2020

Welcome back to the new term! We are really looking forward to seeing you all again and beginning to return to some sort of normality.

Below are the arrangements for how school will operate. All of the arrangements have been put together using the government guidance and through consultation with the Local Authority. As and when we are able to reduce the measures, we will inform you.

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. Children 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 their bubble ie. PE equipment.

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

- 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.
- 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.
- From the 14th September, we are happy to be offering each child a bagel breakfast through the 'Magic Breakfast' initiative which will be served to them in their classroom. This should not replace their breakfast at home.
- 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, the Sandwell Road entrance 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. The cost of school meals are £2.50 per day (£12.50 per week). Please ensure this is paid regularly, you can pay by debit or credit card or through Sims Pay. (Please note Year 3 children will now be charged for a school meal unless they are entitled to Free School Meals. Contact the school office for information regarding Free School Meal eligibility checking)

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:** 12.30pm, **Year 4:** 12.50pm, **Year 5:** 12.30pm and **Year 6:** 12.50pm. (Some KS2 children will eat in their classrooms due to limited space in the dining room)

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.
- 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.
- 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, PE kits 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.
- Dropping off and collecting your children on time.

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. 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. 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.



Emergency Contact Form

These will be sent home on 2nd September. Please ensure that you complete and return as soon as possible. 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. Please update us if your contact details change. You will see on the back that there are a number of consent statements, these are due to the data protection regulations.

Breakfast and After School Club

Unfortunately, at the moment, we are unable to open the Breakfast and After School club. We will contact you when we know more about how and when we can start to operate. We apologise for any inconvenience this may cause but please bear with us and we will do our best to get it up and running as soon as possible.

Attendance

The government have announced that all children are expected to return to school and that we should 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. For safeguarding reasons, you must inform school on the first day of your child's absence, if we do not receive a message or cannot contact you, you may receive a visit from the Educational Welfare Officer. If you wish to apply for a leave of absence, you must complete a form from the office at least 4 weeks prior to the commencement of the absence. Rakegate Primary School will not authorise any leave of absence. Any leave of absence 5 days or over will result in a fixed penalty notice being issued, irrespective of the child's current attendance.

Homework/Home learning

As we are minimising the transfer of paper and resources between home and school, we will not be sending out homework during the Autumn Term. Spellings will be uploaded to the home learning section of the website and there are also links to other online resources. In the event of having to lockdown a bubble or a local authority lockdown, teachers will upload home learning to the website as we did during the lockdown. If your child(ren) is having to shield or self-isolate, please contact school and we can organise home learning for them. We can provide you with any relevant resources, textbooks and printed home learning if you require it.

Visits/After School Clubs

During the Autumn Term there will be no off-site visits and staff will not be running any after school clubs.

Uniform

We ask that all children wear the correct uniform and shoes. Please ensure all the children's uniform is clearly labelled to minimise the risk of items getting lost. In the interest of safety, jewellery is not permitted, with the exception of stud earrings and watches. We ask that consideration of appropriate hair styles is given by parents/carers and children, long hair should be tied up but we would prefer it if large hair bows were not worn. Make-up and nail varnish are not permitted.

PE/Games

Children will need kit in school on the following days:

Rec – Thursday	Year 1 – Tuesday & Friday	Year 2 – Tuesday & Thursday
Year 3 - Monday & Friday	Year 4 - Wednesday & Thursday	
Year 5 - Thursday & Friday	Year 6 - Wednesday & Friday	

Children need to wear a Rakegate polo-shirt for PE lessons, these can be purchased from the school office at a cost of £6.00 for ages 3 -11 and £7.00 for ages 12 – 13+.



'Working together to achieve our best'

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Y1, Y2, Y4 and Y6 Tests

As you know all children are assessed during the school year, however Y1, Y2, Y4 and Y6 have to undertake specific national government assessments in the summer term. It is vitally important that children are in school for these. Next year's dates are:

Year 1 Phonic Screening – the week of 7th June 2021

Year 2 SATs during May 2021

Year 4 Multiplication Checks – the weeks of 7th & 14th June 2021

Year 6 SATs – the week beginning 10th May 2021

School Crossing Patrol

We have been informed by Wolverhampton City Council that there will not be any School Crossing Patrol Wardens in operation for the foreseeable future.

Calendar Dates

Please see the Calendar on the school website for dates for this academic year. Dates for this term are:

- 01.09.2020 INSET Day for staff (closed to children)
- 02.09.2020 Children start (Years 1 – 6)
- 03.09.2020 Reception Parent meetings 9.30am/2.00pm
- 04.09.2020 Reception Parent meeting 9.30am
- 08.10.2020 School photographs
- 23.10.2020 Last day of term – Non-uniform day
- 26 – 30.10.2020 Half term
- 02.11.2020 INSET Day School closed to children
- 03.11.2020 Children start
- 16.11.2020 Parent Consultation Week (more details to follow)
- 18.11.2020 Flu Spray Vaccines (all year groups)
- 09.12.2020 Reception Christmas sing-along 2.30pm
- 10.12.2020 Reception Christmas sing-along 9.30am
- 11.12.2020 Christmas Jumper day
- 15.12.2020 Year 4 Carol Concert 2.00pm
- 16.12.2020 Year 4 Carol Concert 9.30am, EYFS/KS1 Christmas Parties
- 17.12.2020 KS2 Christmas Parties
- 18.12.2020 Last day of term – Non-uniform day

Thank you for your continued support in this extremely difficult time and as ever if you have any concerns please contact us. Let us hope this school year will be less eventful than the last one!

Yours sincerely,

Mrs Horton
Headteacher

