



Trinity Church School

Woodborough Lane, Radstock BA3 3DE

Telephone 01761 438650

Executive Headteacher: Michelle Parsons NPQH. M.A., B.Ed(hons)

15th July 2020

Dear Parents/Carers,

Arrangements for September 2020

This letter is to confirm the school's arrangements for the beginning of the new academic year. This follows the latest government guidance and their intention that schools will fully re-open from September to all children. A copy of our Covid-19 Risk Assessment is available on our website www.trinitychurchschool.com for your information.

Summer Holiday

School will be closed during the summer holiday for **all children**.

Measures to mitigate the risk of spreading the virus

Below is a list of procedures which we will follow at school to **reduce** the risk of spreading the virus. We **cannot** entirely eliminate the risk and have used a risk-benefit approach when making our decisions.

- The school will continue to operate in *bubbles*. These will be Y5/6, Y3/4, Y2/1 and YR/N.
- Children will be in their classroom with their class teachers and TAs.
- Children will sit in rows, facing the teacher (except for Acorns Nursery and Conker Class as they will be following the Early Years curriculum). Chestnut Class will also follow aspects of the EYFS curriculum during the first term and will not be seated in rows initially.
- Children will remain in these *bubbles* throughout each school day and until further notice.
- Children in these *bubbles* will only mix with children in their group.
- Children will have some access to the usual school equipment and toys.
- Children will be given a pack of individual resources which only they will use. **No pencil cases or own stationery to be brought to school.**
- We will provide children with a school water bottle which **will remain in school** and be filled with fresh water daily. Please **do not** send your child in with their own bottle from home.
- Children will have playtimes at the usual times, within their *bubbles* – the outside area will be divided into 4 sections for the 4 *bubbles*. Children will rotate to play in a new area each day so that all have access to each area outside throughout the week.
- Children will eat packed lunches in their classrooms. Hot meals will be served in the school hall at staggered times to enable children to eat within their *bubbles*.
- Children will remain in designated areas within the school. The site will be demarcated with footprints, barriers and signage.
- Children's start and finish times will be staggered (see table below).
- Social distancing will be promoted at all times whenever possible; inside the building, the classroom and outside.
- Collective worship and class assemblies will take place in classrooms with the exception of our Friday *Celebration Assembly*. There will be a KS1 and a KS2 *Celebration Assembly* in the hall, with *bubbles* distanced from each other.
- Cleaning will be increased with regular wipe downs of tables, handles, toys etc.
- Regular hand washing will be implemented.
- PPE should not generally be worn in schools by staff or children according to the advice of the Government. We have supplies of PPE available for staff and they may choose to use this in certain situations to protect your child and themselves. In most cases, because of the arrangements that have been made, this will not be necessary.

Attendance

Attendance will be mandatory from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply (DfE, July 2020)

I understand that some children and parents will be anxious and I would ask that you contact the school as soon as possible so that we can find ways to provide support.

Tuesday 1st and Wednesday 2nd September

These two dates are INSET days and therefore the school will be closed to all children.

Thursday 3rd September

Parents should drop children off at **the times listed below**. Staff will meet children from the car if parents choose to drive in and **drop-off using our turning circle**.

Beginning and End of School Day Arrangements

Additional 'Yellow Feet' will be spray painted on pathways into school leading to pods and Nursery entrances to ensure social distancing by parents at drop-off and collection times.

There will be 2 entrances '**Nursery Gate**' and '**Side Gate**'. **ALL** pupils will be expected to arrive in school between **8.30am and 8.50am with the exception of Conker Class who will arrive between 8.50am and 9am**. 'Morning Challenges' will be set up in each classrooms ready for children on arrival in classrooms.

- Children from **Acorns** will enter through the **nursery gate**.
- Children from **Years R-6** will enter through the **side gate**.

Parents of KS2 children should drop their children off at the **main pedestrian gate** where they will be greeted by members of staff and supervised on their way to classrooms.

Parents of KS1 children will be required to take them to the **side gate** and then follow the one-way system back round to the main pedestrian gate to leave the school site.

No parents will be allowed past the nursery gate or the side gate.

Class	Cohort	Arrival	Departure
Acorns	Nursery	between 8.30am- 8.50am <i>via nursey gate</i>	End of morning session (no lunch) - 11.45am End of morning session (lunch) - 12.15pm End of day - between 3pm - 3.15pm
Conker	Reception	between 8.50am- 9am <i>via side gate</i>	2.50pm <i>(Reception class has slightly different pick-up times during the first 2 weeks - see additional new Reception class information letter).</i>
Chestnut	Year 1	between 8.30am- 8.50am <i>via side gate</i>	2.50pm
Cedar	Year 2	between 8.30am- 8.50am <i>via side gate</i>	2.50pm
Willow	Year 3	between 8.30am- 8.50am <i>via side gate</i>	3.00pm
Cherry	Year 4	between 8.30am- 8.50am <i>via side gate</i>	3.00pm
Maple	Year 5	between 8.30am- 8.50am <i>via side gate</i>	3.15pm <i>(If you wish your child to walk home by themselves you will need to complete a form by the end of week 1).</i>
Redwood	Year 6	between 8.30am- 8.50am <i>via side gate</i>	3.15pm <i>(If you wish your child to walk home by themselves you will need to complete a form by the end of week 1).</i>

If parents are collecting children from more than one year group please can I ask that you wait on the yellow footprints outside the appropriate gate **until the allocated time**. **Children will not be allowed to leave earlier or later than the allocated times**.

Home Learning

As there will be an expectation that all children will attend school from September, we will no longer be providing any home learning as we have done since lockdown. Homework will continue to be set as normal.

Behaviour

At Trinity Church School we have high expectations of children's behaviour. We will be talking to the children about their conduct from September and outlining what is expected of them. We do not envisage any issues, however, we would appreciate your continued support in ensuring that excellence of behaviour is maintained.

Breakfast Club and TASC

We will begin running Breakfast Club from 7.45am and TASC from 3.15pm on Thursday 3rd September which is our first day back in school. TASC will operate in Key Stage bubbles. The price for short TASC will remain at £2 per child per day and children MUST be collected by 4.15pm. The price for long TASC will be discounted to £5.50 per child per day – this reflects the fact that there will be NO FOOD provided. Children can bring in a packed tea if you wish, which will be stored in the TASC fridge. Long TASC will run until 6pm and children must be collected by that time. Bookings need to be made on ParentPay 48 hours in advance.

After School Clubs

At present, it is our intention to begin staff led extracurricular activities during Term 1. The clubs' letter will be sent out early in September.

School Uniform

Children will be expected to wear the usual school uniform each day. There are no additional cleaning requirements expected due to the virus. The school's usual high standards of uniform are expected and this includes sensible black shoes. No jewellery, nail varnish, or wristbands are allowed.

PE kits should be brought into school **on the first day** and will remain in school on children's peg or in lockers.

School Meals

The option to purchase a hot school dinner will be available to you from September using Parent Pay. Universal Infant Free School Meals (UIFSM) will be available to all children in Reception, Year 1 and Year 2 as well as those children in Key Stage 2 who are to receive Free School Meals (FSM).

Visitors

The Government has said it is acceptable to have visitors on school premises if they are professionals supporting children in their well-being or education. For example, social workers, educational psychologists, school nurse service, play therapy, etc. However, we are aiming to reduce the number of non-essential visitors. Therefore, if you need to make contact with the school please ring, email or contact us via Seesaw with any queries or issues you might have.

Hand washing

Keeping hands clean is one of the most important ways of preventing the spread of Covid-19. Children and adults will be expected to wash their hands or use hand sanitiser on entry to school in the morning and at other regular points during the day – break times and lunchtimes for example.

NHS Test and Trace

Parents/carers will need to be ready and willing to:

- book a test if they are displaying symptoms. Children **must not** come into school if they have symptoms, and **must** be sent home to self-isolate if they develop them in school.
- All children can be tested, including children under 5, but children aged 11 and under will need to be helped by their parents/carers if using a home testing kit.
- provide details of anyone they have been in close contact with if they were to test positive for COVID-19 or if asked by NHS Test & Trace.
- self-isolate if they have been in close contact with someone who develops COVID-19 symptoms or someone who tests positive for COVID-19.

We will ask parents/carers to inform us immediately of the results of a test:

- if someone tests negative, if they feel well and no longer have symptoms similar to coronavirus they can stop self-isolating. They could still have another virus, such as a cold or flu – in which case it is still best to avoid contact with other people until they are better. Other members of their household can stop self-isolating.
- if someone tests positive, they should follow the [‘stay at home: guidance for households with possible or confirmed coronavirus \(COVID-19\) infection’](#) and must continue to self-isolate for at least 7 days from the onset of their symptoms and then return to school only if they do not have symptoms other than cough or loss of sense of smell/taste. The 7-day period starts from the day when they first became ill. If they still have a high temperature, they should keep self-isolating until their temperature returns to normal. Other members of their household **should** continue self-isolating for the full 14 days.

Parents’ Evenings

Our Autumn Parents’ Evenings will take place remotely this year to avoid large gatherings within the school. More details will follow during Term 1.

Educational Visits and Swimming lessons

Educational visits and swimming lessons will not take place until after Christmas at the earliest.

School Website and Seesaw

We have placed all our letters and information about these arrangements on our school website. We will also share with you a short video from your child’s new teacher so that your child can feel better prepared for their return to a slightly changed environment. Teachers will have access to Seesaw for their new class over the holiday and they would love to see what the children have been doing – so please keep posting!

To help the school...

- **Please be on time to drop off and pick up your child.**
- Once you have dropped your child off, please do not congregate with other parents at the school gate.
- Please use email or Seesaw to contact the school whenever possible.
- Ensure that your child is competent in washing their hands thoroughly for 20 seconds.

Thank you for your continued support.

Yours sincerely,



Michelle Parsons
Executive Headteacher