



Norton Hill

Primary School

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Executive Headteacher: Kerrie Courtier

Tuesday 3rd November

Dear Parents and Carers,

We hope this letter finds you all safe and well, and that you have managed to have an enjoyable half term break. We have now welcomed all our children back in school with us and it has been encouraging to see their enthusiasm on their return and we have missed their smiling faces.

Due to the recent changes announced by the Government we have had to make some minor changes to our risk assessment. Mr Williams (Trust CEO) has also written to you regarding changes that may occur if Covid-19 continues to increase in this area. Please keep this letter safe as we may continue to refer to its content over the coming weeks.

It is important that we continue to keep our school community as healthy and happy as possible, during what is a very challenging time for us all. I know you will agree with us that we really want to keep our school open. It is vitally important for pupils to learn, socialise with friends and continue with their education. The routine and familiarity of school is very reassuring for pupils, and we will continue to minimise risk to all. We do, however, need to make additional changes requiring your support, to try and keep staff and their families well too.

Masks/face coverings:

Thank you so much to all the parents who have helped us to feel and stay safe by wearing masks, socially distancing and helping children understand all the key messages that help keep themselves and their friends well. Moving forward, masks/face coverings will be mandatory if you wish to enter the school site or be around the school gate on both drop off and pick up times. Please remind children that at this moment only adults are required to wear masks, but staff will be wearing them more during this time, even when socially distancing.

Drop off:

Timings will remain the same, 8.45 drop off and 2.45 pick up to ensure that we are keeping our families safe. Please continue to be punctual, and leave the site as soon as your child is on their way to class. Please be aware that gatherings by gates or on the pavement can make it tricky for others to navigate as we are using a side entrance to Longvernal site.

Collection:

Please wait in the area to the left of the side gate until we call your child forward, we will continue to gather the children next to this area in the covered seating area. Please wait to enter until a member of staff calls you over to collect. If you are collecting siblings, please remain outside of this area until all are with you and then leave site as promptly as you can.

Classrooms:

Following government guidance, windows will need to be open to ensure all rooms are fully ventilated. As it gets chillier, children are welcome to wear an additional jumper/cardigan to keep themselves warm in class.

End of the day:

Please be aware that we will be asking all staff to leave the premises as soon as possible at the end of the school day. This will mean that the best way to communicate with teachers is through the school office email or the SeeSaw App when a follow up phone call/video call can be arranged. Any messages will be passed on, but to minimise risk and disruption, we continue to ask that you respect the teacher's time and space by avoiding face to face meetings as much as possible. We continue to look forward to the day when it will be safe to welcome you back into the classroom and our school.

Once again, we thank you for your continued support and ask that you remain patient as we navigate our way, as safely and effectively as we can, through the pandemic.

Yours sincerely

The Norton Hill Primary Team