



Wivelsfield Primary School
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Headteacher: Mrs H Smith BA Hons NPQH

30th June, 2020

Dear Parents and Carers,

End of school term arrangements for the whole school

We have managed to organise the opportunity for all members of Years 2,3,4 and 5 to spend a day in school before the end of term. We hope that this will give the children the chance to renew friendships in school, enjoy some fun activities with their peers and be able to meet up again with their current class teacher and other adults in their class.

To safely enable this, and ensure we are in line with existing government guidance, each class will be split into 2 groups of approximately 15 and be supervised by the same two or three adults all day. The exception to this is that we hope to be able to organise for the children to meet with their class teacher for next year for 15 – 30 minutes, ideally outside, or in the school hall where a good distance can be maintained. One alteration to this is that Miss Griffith will visit the children moving to Hedgehogs on Tuesday 14th July.

To enable these additional year groups to enjoy a day in school, the current arrangements for Reception, Year One, Year Six and our groups of key worker and vulnerable children will end on Friday 17th July.

Arrangements for 20th, 21st, 22nd July

- **Monday 20th July: Group A Reception to Year Six**
- **Tuesday 21st July: Group B Reception to Year Six**
- **Wednesday 22nd July: school closed for all children**

All children, including those in the priority groups, will be allocated either Group A or Group B in their respective year groups. This means provision for key workers will be within year group bubbles on either 20th or 21st July (not both), and there will be no key worker provision for the last day of term. This is because it would necessitate children mixing with peers who have been in other groups during the previous 2 days, without the recommended time interval.

There will be no change of group for Robins, Hedgehogs or Owls. These will remain as they are now and we will make every effort to ensure siblings are allocated either Group A or B in their year

groups, so they can attend school on the same day. If you have a child in year 2,3,4 or 5, you will be notified of their group soon and by **Friday 10th July** at the latest.

Drop off and Collection Arrangements

Drop off and collection arrangements will be similar to the ones we have in place at the moment.

The car park gates will be closed at 8.30am and 2.40pm each day, and the pedestrian gate will be opened at 8.30 each morning. Please ensure you arrive just before the time shown for your child and wait with your child, at least 1m+ apart from other families, in the relevant car park area. So the pavement outside is not congested and a nuisance to the public, please do not wait there. There is plenty of safe space in the car park.

We will call your child's group to stand in an individual marked square ready for temperature checks and to be admitted to school at the relevant time. You are welcome to stand with your child if you want to and, even for older pupils, please do not leave the school site until we have checked your child's temperature.

To enable this system to work smoothly, please ensure you arrive by the given time as shown below. This may be slightly different for some groups from the current arrangements.

		Drop – off	Collection
Owls	KS2 gate	8.40 am	3.15 pm
Badgers	KS2 gate	8.45am	3.10pm
Otters	KS2 gate	8.50 am	3.05 pm
Foxes	KS2 gate	8.55 am	3.00 pm
Rabbits	Main entrance	8.45 am	3.15 pm
Hedgehogs	Main entrance	8.50 am	3.10 pm
Robins	Main entrance	8.55am	3.05 pm

For those parents who have a child in two groups, please may I ask that you wait to leave the school site until the child with the latest drop off time has had their temperature checked and been admitted.

Please may I also politely ask, to avoid any risk of contamination, that parents do not sit on the seats by the main entrance, and leave the school as soon as your child has been admitted to school.

Other points:

- No child displaying symptoms of Covid-19, or where it is known that a family member has such symptoms, will be permitted into school.
- Children do not need to wear their full school uniform. Children should wear suitable clothes for an active school day, with a cardigan, jumper or coat as needed. There should be no flip-flops or open toed sandals and jewellery limited to one pair of studs, or a single stud, per child. Make up will not be permitted.
- If it is sunny, a hat is essential and sun cream should be applied pre-school. Staff will not be able to apply sun cream during the day.

- If the weather is warm and dry, the children will be spending a lot of the day outside in their group's designated zone.
- Children will be washing their hands regularly throughout the day.
- School meals can be ordered in the usual way.
- To minimise any risk of transmission from the school environment, surfaces will be disinfected during the day and the school will be cleaned thoroughly at the end of the day on Monday.
- Children who come to school will be able to take work home from earlier in the year. To avoid any transference of the virus, this will have been sorted, then stored away by the class teacher the previous week. Please do not send a carrier bag in from home.

It is not compulsory that your child attends school this term: it is parental choice.

In making the decision whether or not to send your child on 20th or 21st please note:

- **Most teachers and TAs will have been with a different group until Thursday or Friday of the previous week**
- **For those pupils coming to school on Tuesday 21st, their teacher and TA will have been with a different group the previous day.**
- **Children who have been in the 'priority group' until 17th July will be joining a class group on 20th or 21st July.**

Please be aware that If the local or national situation changes due to a rise in covid19 cases, or there is any other change in government guidance, we may withdraw these plans at short notice.

Thank you for your ongoing support throughout these past 3 or 4 months. It will be lovely to see more of your children with us before the summer break, even if only for one day.

We are waiting for government guidance surrounding school arrangements for September and will be in touch once we have any firm and significant news about this.

Kind regards,

Helen M. Smith

Helen Smith
Headteacher