

Dear Parents,

We are delighted to be able to welcome back all children this term. The staff team have been working extremely hard to prepare for the new school year. As I am sure you are aware, government guidance changes frequently and often with no warning. Please make sure that you read emails/newsletters from school to keep up to date with any changes.

In order to effectively manage the risks that remain due to the coronavirus, things will be a bit different when children return to school for the new academic year. Here is some guidance about what to expect in the Autumn Term.

School Leadership

Unfortunately, I have to follow instructions from my doctors which mean that I will have to continue to work from home for the time being. I am very well and ready for the new term but the risk of very serious consequences for me, should I contract Covid 19, are currently deemed too high. I will be in constant contact with school and working full time – just in a different way. My position as Headteacher is unchanged, but my working practices will look different. As last term, I will be conducting either phone or online meetings with the staff team and outside agencies. As I am not going to be physically in school, my interactions with you and your children will need to work in a different way. The children will see me leading worship online and I will be able to speak to them during the school day, if needed, on the telephone. Any conversations that you, as parents, would have had with me as headteacher can still take place. You will need to email me on head@nutleyce.e-sussex.sch.uk and then I can email you back to arrange a call. This email can also be used if your child wants to update me about new puppies, new cousins, birthdays, achievements etc. In short, I am here for you and your children. If you or your child is feeling wobbly about returning to school, please let me know and I can arrange a call. In the light of this unusual situation, County have agreed to provide us with some additional support. Julie Knock, an experienced headteacher, will be in school on Mondays and Wednesdays. She will support me by being my eyes and ears on the ground. However, as previously outlined, any interactions with you as parents and carers will go through me.

Mrs Robinson is acting deputy head. She will only be out of Badger Class one day each week (usually a Tuesday) and will not be acting as headteacher. She will be out on the gate most mornings to welcome everyone in. She will then be back in class for the start of lessons at 9am. Other members of staff will supervise Badgers until Mrs Robinson comes in from the gate. Mrs Marshall will also be on gate duty. Mrs Robinson, and the other teachers, will be available at the end of the school day for any quick conversations. I would ask that you email or ring the office to make a telephone appointment with the class teacher if a more in-depth conversation is required. As previously, the class teacher is the person to talk to with enquires about reading books, homework, friendships, progress etc.

Please contact the school office via phone or email for general enquires (uniform, lunches etc.) or passing on messages about changes to pick up for your child. If you need to come into the school office, please ensure that you maintain social distancing and wear a face covering.

Fox class

The arrangements for the first two weeks of term will be slightly different. Mrs Milne will be teaching the whole of week one and then Monday and Tuesday of week two. Mrs Heggie will then teach Wednesday, Thursday and Friday of that week.

How parents and carers can help make our school as safe as possible

- if your child, or someone in your household, has symptoms of coronavirus, you should not send them to school
- engage with the NHS Test and Trace process - this means if your child develops symptoms, you should arrange for them to get a test and you should inform the school office of the results of that test

How we will make our school as safe as possible

- manage confirmed cases of coronavirus in the school, in line with current public health guidance - this means your child may be asked to self-isolate for 14 days (based on advice from our local health protection team) if they have been in close, face-to-face contact with someone who has tested positive for the virus
- ensure everyone at the school cleans their hands more often than usual, including when they arrive at school, when they return from breaks, and before and after eating - this can be done with soap and running water or hand sanitiser
- ensure good respiratory hygiene, by promoting the 'catch it, bin it, kill it' approach
- enhanced cleaning, including cleaning frequently touched surfaces more often
- minimising contact and maintaining distance, as far as possible - this will involve asking children to stay within specified separate groups (or bubbles), and through maintaining distance between adults.

Arriving and leaving school

We are staggering start and finish times as this helps keep groups apart as much as possible, as they arrive and leave the premises. Please help the school to keep safe by social distancing outside the school gates.

Arrival

Years 3, 4, 5 and 6 (Badger and Fox classes) will arrive between 8.40 – 8.50 am and enter through the side gate.

Reception class and Years 1 and 2 will arrive between 8.50 – 9.00 am and enter through the side gate. *Please note: Reception class (Rabbits) will enter through the main front door for the first two weeks of school.*

Please also note: Parents of children with siblings, are to drop all their children off at the youngest sibling's time slot.

Leaving

Reception class (Rabbits) are to be collected from the main front door at 3 pm.

Years 1 and 2 (Hedgehogs) are to be collected from the side gate at 3 pm.
Years 3 and 4 (Foxes) are to be collected from the side gate at 3.10 pm.
Year 5 and 6 (Badgers) are to be collected from the side gate at 3.20 pm.

Please note: Parents with siblings will need to wait until older children are released.

If your child has been wearing a face covering before arriving at school, it will be important that they understand how to remove it. Children must dispose of any temporary face coverings they may have been wearing in a covered bin, or place reusable face coverings in a plastic bag they can take home with them. Public Health England does not currently recommend the use of face coverings for children in primary schools.

Attendance

It is vital that children and young people return to school - for their educational progress, for their wellbeing, and for their wider development. School attendance will again be mandatory from the beginning of this new academic year. For parents and carers of children of compulsory school age, this means that the legal duty on you as a parent to send your child to school regularly will apply.

If your child is unable to attend school because they are self-isolating and have had symptoms or a positive test result themselves, or because they are a close contact of someone who has coronavirus, you should talk to us about what support is in place in terms of remote education.

Curriculum

We will continue to provide an ambitious and broad curriculum in all subjects.

There may need to be changes to some subjects - such as music - to ensure they can be delivered as safely as possible.

We also have plans for the provision of remote education where needed, to ensure that the small number of children that need to be educated at home, for example, due to self-isolation, are given the support they need to continue learning.

Uniform

Children will be expected to wear full school uniform and have a complete PE kit in school every day, as well as an art overall or old oversized t shirt for art lessons. All items should be named. Uniforms do not need to be cleaned any more often than usual, or in any different way to normal due to coronavirus.

Water bottle

Important: Please make sure that your child has a water bottle in school every day. They will be able to re-fill it at the tap in their classroom. This is because the water fountains are not currently in use due to Covid 19. It is unsafe for teachers to provide cups in class due to the risk of transmitting the virus.

School lunch

The school kitchen will be fully open from the start of the autumn term, and it will provide free school meals and universal infant free school meals as usual for those who are eligible. In Term 1 there will only be a cold option – a baguette (filled with cheese, tuna or ham), fruit and vegetables and a biscuit or cake.

Packed lunch

Please ensure that your child's packed lunch is **nut free** because we do have children in school with severe nut allergies. If your child is in Badger or Fox class, they will be eating their packed lunch in the classroom and it is important that you make sure they have any cutlery that they need in their lunch box. It is unsafe for teachers to provide cutlery in the classrooms due to the potential risk of spreading the virus.

Birthdays

Due to the increased hygiene requirements due to Covid 19, we are no longer able to receive cakes or sweets to hand out when a child has their birthday. Instead they will be allowed to wear their home clothes (or dress up!) and a birthday badge and we will sing Happy Birthday to them (outside) to value their special day. If their birthday falls on a weekend, they can choose to celebrate either on the Friday before or the Monday afterwards.

After school clubs

We will not be able to run after school clubs at Nutley CE Primary for the time being.

Clubs attended by your child outside school: In order to minimise risks, you should consider sending your child to the same setting consistently and limit the number of different providers you access. Where you choose to use childcare providers or out-of-school activities for your children, you will want to assure yourself that the providers are carefully considering their own protective measures, and only use those providers that can demonstrate this.

Process in the event of outbreaks

If Nutley CE Primary school experiences an outbreak, either because we have 2 or more confirmed cases of coronavirus (COVID-19) among pupils or staff in our setting within 14 days, or we see an increase in pupil or staff absence rates due to suspected or confirmed cases of coronavirus (COVID-19), we will need to contact our local health protection team. This team will advise if additional action is required, such as closing the whole school.

Where an outbreak in our school is confirmed, a mobile testing unit may be dispatched to test others who may have been in contact with the person who has tested positive. Testing will first focus on the person's class, followed by their year group, then the whole school, if necessary.

If our local area sees a spike in infection rates that is resulting in localised community spread, decisions will be made on what measures to implement to help contain the spread. The government will be involved in decisions and will support our individual school to follow the health advice.

In all cases, where groups of pupils need to self-isolate or where a larger restriction of attendance at school is needed, we will ensure children's education can continue remotely.