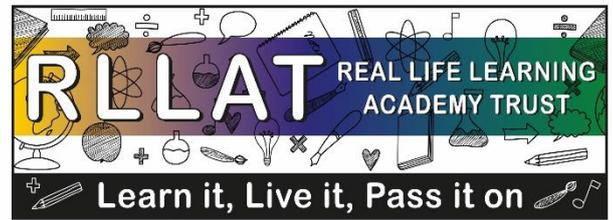


Real Life Learning Academy Trust
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Headteacher: Mrs Beverley Dolman BA (Hons) QTS, MA Ed Man, NPQH

Friday 17th July 2020

Dear Parents/carers,

Re-opening of schools from September

You will no doubt be aware that schools are expected to open fully from September 2020. The new guidelines for schools to be adopted from September allow for some relaxing of the current restrictions, meaning that children will be in their normal classes with their own teacher. However, there will still be some limitation on movement within and around the building and on interactions between groups of children. We will be maintaining increased levels of cleaning throughout the day and the focus on hand washing and general hygiene will remain a priority.

We are planning to take 3 Inset Days at the beginning of the school year. Two days are already planned for staff training, but we are scheduling one of our further days to be taken at the start of the new academic year. The purpose for this is to allow staff to respond to any possible changes in guidance or local R rates throughout the holiday period. This means **school will open for all of our pupils on Friday 4th September**. Please note this day will be instead of the Inset Day planned for the 22nd February 2021. The February Inset will no longer take place. The extra day also allows us to make any amendments to our plans following a day of trialling our systems and risk assessments. As you can appreciate, our top priority is to keep everyone safe whilst ensuring the smooth operations of our school.

We have reviewed our procedures and wish to advise you of a number of aspects.

Dropping off and Collection

Year 6 and Year 4 - Arrival 8.30am - Departure 3.15pm

Year 5 and Year 3 - Arrival 8.45am – Departure 3.30pm

Year 2 and Year 1 - Arrival 9.00am – Departure 3.30pm

Reception Arrival 9.15am – Departure 3.45pm

All siblings are asked to arrive at school at the time of the oldest sibling's class so for example a sibling in Y1 would arrive with their sibling in Y6 at 8.30am. When departing, siblings will leave school with the time of the youngest siblings, so for example the Y6 sibling would leave school at the time of the Y1 class. The older children will be brought outside onto the Infant Playground so it is easy for the parent to collect.

Parents/ carers are asked to park in the village car park. Parents must observe the 2m taped lines at the start of entering the school site, through the little black gate. There will be a drop off zone outside of the main entrance where parents will pass their children over to a member of staff. Parents must leave the school via the electric gates and back out to the pavement, following the one-way system.

On collection, parents must again walk onto the playground following the 2m tape. Once at the drop zone, parents must wait in line. Children will be passed to their parents and then all families must leave via the electric gates once again using the one-way system. Under no circumstances should parents enter the building or gather at the school gates and doors.

Children accessing Local Authority Transport

Parents of pupils who access Local Authority (LA) transport will be contacted by the LA directly. Schools will be notified of arrival and drop off times during August. As a school we appreciate the challenge facing the LA and will work around these timings.

After School Club and Breakfast Club

Breakfast and After School Club must be booked at least 1 week in advance. There will be no ad hoc bookings allowed. Breakfast and After school Club will operate out of the hall. You are asked to use the hand sanitiser and then ring the bell at the old front door. This is the procedure for both Breakfast and After School Club.

When accessing this provision, children will be grouped in their classes and will only be permitted to play with other children from their class to avoid cross contamination.

Uniform/PE kit and other belongings

All children will be expected to wear school uniform from September. Children will also be expected to fetch in their PE kits and these will stay in school, unless there is an absolute need for it to be sent home, for example sweaty bodies or PE kit gets wet.

With regards to other items being brought into school, children should only fetch in a water bottle, lunch box and coat. There will not be any hot snacks at the start of the term, so please feel free to send a small, healthy snack with your child each day. Hot snacks will resume at an appropriate point and we will advise you of this nearer the time. Children can fetch in a small school bag also. All other resources will be provided by school. Please do not send in any other items.

Responding to a symptomatic child

When a child or staff member develops symptoms compatible with coronavirus (COVID-19), they will be sent home and told to book to have a test to see if they have COVID-19. School are being sent some test kits so staff or children may be sent home with a test to speed up the process. Tests can be booked by visiting NHS.UK or by contacting NHS 119 via telephone.

Up until the results of the test are known the child or adult presenting with symptoms should self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. Where the child or staff member tests negative they can then return to school and other household members can end their self-isolation.

Where the child tests positive, the rest of their class will be sent home and advised to self-isolate for 14 days. The other household members of the class do not need to self-isolate unless their child then develops symptoms. As part of the national test and trace programme, if other cases are detected within the school, Public Health England's local health protection teams will conduct a rapid investigation and will liaise with the Head of School or Executive Headteacher and advise the

school on the most appropriate action to take. In some cases, a larger number of other children may be asked to self-isolate at home as a precautionary measure.

Under no circumstances should you send any child with the following symptoms into school:

- A continuous cough
- A high temperature
- A loss of smell or taste

If your child presents with any of these symptoms, please book a test immediately and notify the school as soon as the result is known.

Hygiene and Hand Washing

One of the best ways to mitigate against the contraction of Covid 19 is through increased hand washing. Children will be encouraged to wash their hands frequently for 20 seconds under running water at set points throughout the day. Increased cleaning will obviously be taking place and the school will be using a fogger at the end of week to kill any lingering germs before the start of a new week. Children will also be encouraged to follow "catch it, bin it, kill it" approach. There will be tissues, sanitisation points and wipes available in all classrooms.

Social Distancing

Although there has been a relaxation of social distancing in classes, social distancing elsewhere around school will remain in place. We will be encouraging children to observe these rules when necessary, although there will be limited movement around school. Any child who **deliberately** breaks any of the new routines and measures will be at risk of exclusion from school. The measures are in place to keep all of our school community safe. Please see the addendum to our behaviour policy on the school website.

School Attendance

It is a well known fact that children who attend school daily have fewer gaps in learning and make more progress than those children whose attendance is irregular. In light of the absence from school for the past 6 months, it is all the more important that children attend daily from the 4th September in order to make up lost learning. We are very keen to work with any of our families who may be feeling nervous about sending their children back to school as can be expected. We will endeavour to support you, however if in the event any of our families fail to accept the help and support we will offer, we will be left with no option other than to issue a fine as per the Government's request. We are fully understanding of the issues and as I said are keen to help so please let us know if you feel this may be something you need help with and we can start to put some pathways into place.

School Curriculum

In readiness for the children's arrival, we have considered and modified the curriculum offer that will be presented from September 2020. Following 6 months of absence from school, it is inevitable children will have gaps in learning and these will be varied in each class of children. With this in mind, we will be suspending the teaching of some subjects in the Autumn Term in order to focus on basic skills and gaps in knowledge in reading, writing and maths and prioritise well-being sessions. All year groups will be accessing the essential knowledge from the previous year before moving onto their current year's work. By providing some additional time, we are confident by the end of the year our children will be back on track with their learning.

It is also our intention to introduce some well being sessions for our children called "A time to talk". These sessions may be presented as circle time discussions or art therapy sessions to name

a few examples. The purpose of these sessions is to support any children with bereavement, socialisation/friendship issues, safeguarding issues and fear and anxiety of being back in school. This will also allow us to provide any additional support that may be required for any of our pupils.

The guidance from the DfE does provide some flexibility to schools to set an appropriate recovery curriculum. For Acton, the curriculum offer will be: English, Maths, Science, PE, RE, Computing, Active 30 and A time to talk. From January the full complement of subjects will be reintroduced and all topics delivered as usual, whilst maintaining a heavy focus on reading and vocabulary acquisition.

Remote Learning

During the lockdown period there has been great variability of provision nationally for remote learning. This is in part due to limited guidance for schools to provide this alongside a limited experience of providing this sort of provision previously. Additionally, no two schools are alike, some larger schools have had more staff available to support the remote learning offer, other schools have had a much better offer in terms of the technology available to them for example. One major concern for Headteachers however has been the safety of the use of online platforms.

In response to this and with the existent possibility of further lockdowns, be it locally or nationally, as a school we have been looking at what the offer could be moving forward to benefit all of our pupils. One consideration has been the adoption of one of the two online platforms which have been deemed safe for schools to use. In response to this, we successfully applied for funding from the DfE to set up Google Suite so it can now be accessed by all of our pupils. The set up has been completed and we are now awaiting the staff training.

In order to facilitate this change, the Directors and myself are currently investigating opportunities for every child in the school from Reception through to Year 6 to have a Chromebook. During the Autumn Term, all children will be taught how to access Google Suite and use the functions of this platform. I will write again with further information on our return in September.

Information and reminders:

- Do not enter the school building without prior approval by the HOS or EHT.
- Please communicate with school via email or telephone.
- If in the event a class needs to isolate we will send a text to inform all parents of the situation and it is expected you collect your child promptly following the collection process.

Please note, this letter reflects the current guidance which has been prepared for school opening in September. If in the event of any changes during the holiday period, I will write to you again to advise you of such changes. In the meantime, please do not hesitate to contact me if you have any further questions regarding the re-opening of school.

I will be sending a booklet for all pupils at the end of August to prepare our children for attendance back into school.

I do wish to take this opportunity to thank you all for your patience and support at this difficult time and hope you are all able to enjoy the Summer break.

Kindest regards,

Beverley Dolman

Beverley Dolman
Executive Headteacher