

Friday 22 May 2020

Dear Parents and Carers,

Following the PM's announcement on 10th May that schools would be partially re-opening from 1st June, we have been working non-stop to develop a plan to enable Woodloes to meet this expectation. Government guidelines have driven the plan and we have referenced very specific safety guidelines throughout, to ensure the safety of pupils and staff is paramount at all times.

Our plan assumes that the Government will confirm that schools will re-open from the 1st June. If they tell us to 'stand down' then our plan will be implemented when required. It is worth noting that every school has very different circumstances to consider, and this is reflected in the plans that they have produced. Some schools have fewer classrooms and fewer staff and have part-time plans or rotas for pupils returning to school. Don't be surprised therefore, to hear that schools within Warwick and beyond are doing different things, I can assure you we are all still following the same DfE guidelines.

Headlines

Saplings, Reception, Year 1, Year 6, key worker pupils and vulnerable groups are scheduled to return from 1st June 2020, once confirmation is received from the government. So, at Woodloes, this will be managed as follows:

Year 6, key worker pupils and vulnerable groups will return first on Monday 1st June 2020.

Saplings, Reception and Year 1 will return to school on Tuesday 2nd June 2020.

This is to ensure that everyone can return to school safely and we believe this will be managed more effectively if we have the older children in for a day first, to establish their routines and then have the younger children in from the Tuesday, to allow us to focus very specifically on establishing safe new routines with them too. We have completed a very detailed risk assessment of this plan with Directors of the Community Academies Trust and they have agreed that this is the best approach for our school.

How will this be managed?

The children have been put into groups of 15 by their teachers. This is because we have to plan for all pupils who are eligible to return to school and they have each been assigned to a group leader. Pupils will not be taught in groups larger than 15 and they will be managed in 'bubbles' to keep them separate from other groups to reduce the risk of infection. For the younger children the groups have been allocated 2 members of staff and they will be responsible for their children at all times, to keep them safe and to manage their learning.

By restricting the group numbers to 15 or less, we are adhering strictly to the government guidelines but a consequence of this means we will have 17 separate groups around the school, each allocated to their own class base and their own equipment for use in school.

Inevitably, this means that some children will be working in different class bases than they were before and they will have a different teacher, so I hope you will be able to discuss this with your child to prepare them as well as possible for this unique situation. All our staff are qualified to teach any age group in the primary sector and I am very grateful for their amazing support and flexibility.

Saplings pupils will be located in the Saplings room and Reception base.

Year 1 will be in Year 1 and Year 2 classrooms.

The key worker groups (for pupils in Y2, 3, 4 and Y5) will be in Year 5 classrooms and the IT suite. Please note that from Tuesday 2nd June any key worker pupils in priority groups will return to their own year group and will follow these guidelines and timings.

Year 6 will be in Year 6 and the library.

The Reception pupils are the only group that needs to move from their previous classroom which has taken some time to plan and organise this week. We have tried to keep the number of moves to a minimum and reduce the number of children being displaced which we have achieved overall, but recognise that our Reception staff and children are going to need to make some adjustments.

Each group will have a specific drop off and collection time and routes into and out of school will be very clearly defined. As parents, we require you to adhere to this very specifically and we are relying on your support to maintain the safety and integrity of the site once we re-open.

Your children's groups, their class bases, teachers and drop off/collection times have been carefully planned and these detailed plans will be emailed to you early next week. Please look out for this information as a priority and check your junk mail, just in case!

Other key headlines

The school will be closed to all pupils, including key workers and vulnerable pupils every Wednesday afternoon to allow for the school to be deep cleaned. The Directors of the Community Academies Trust have instructed all their schools to put this in place from 1st June. There will be cleaning during the day, at the end of every day and a deep clean on Wednesday afternoon to ensure we maintain the highest safety standards. We appreciate this might create some issues regarding childcare on Wednesday afternoons for some families, but we also hope that you will understand why we need to close so we can continue to manage the school environment as safely as possible.

School uniform will be expected if possible, but the policy will be relaxed to ensure that children can wear clean clothes daily to maintain high standards of personal hygiene. We also recognise that the children might have grown out of their uniform and we don't expect everyone to rush out and replace it before the end of term.

If pupils or staff are ill then they must not come to school. If they become ill during the day they will need to be collected as quickly as possible. We will have an isolation room for anyone who falls ill during the day and staff will supervise wearing the correct PPE until they are collected.

Face masks and any other PPE are not to be worn in school as we are strictly following the government guidance. Any pupils wearing face masks to school will be asked to remove them and put them in a bag that they must bring with them for this specific purpose. They will then be asked to wash their hands thoroughly before entering their classroom. We appreciate that the use of face masks is a hot topic but we will be strictly adhering to the government guidelines.

The year group plans we are emailing to you next week will contain explicit instructions for parents regarding arrangements for dropping off and collecting. Some parents will need to come onto the school premises to do this but others will not. With this exception only, we are required to insist that **parents do not come on to the school premises and should communicate with school**

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over the phone or by email. We know this is counter-intuitive and goes against everything we would normally encourage but we hope you understand why this is going to be so important for us during the weeks ahead.

Teaching staff will continue to provide online learning for pupils who are not in the priority groups and for those pupils who choose not to return.

To conclude

Media speculation has been rife about whether this will go ahead or not and how schools will manage the return to school safely. We have been asked to produce a safe plan and we have. It requires for a fundamental re-think about how we operate and we have never been more dependent on your support to make this work.

Schools and families will not be held accountable for attendance figures after half term and we recognise that some families will feel more confident about returning their children to school than others. We have been able to develop a plan that meets the government's expectations and adheres explicitly with their guidelines and I hope this not only provides some clarity about how the reopening plan will work but also gives you greater confidence that will allow your children to return.

If your children are in any of the priority groups, then please read the plans we will send to you very carefully and come back to us if you have any enquiries. In the meantime, I hope you and your family continue to stay safe and well and we look forward to seeing more of you very soon.

Yours sincerely,



Andy Mitchell (Head Teacher)