

*Together we explore, discover, achieve and grow*



Heacham Infant and Nursery School

School Road

Heacham

PE317DQ

01485 570357

Dear Parents/Carers,

**8<sup>th</sup> June 2020 – School Provision**

- **Please note a change in date approved by the Trustees on the 28<sup>th</sup> May. This is to ensure that all necessary resources are in place.**

Firstly, may I apologise for this lengthy but necessary letter, written to provide you with detailed information on what school will look like from 8<sup>th</sup> June.

School will reopen to EYFS, Year one and Year six commencing the 8<sup>th</sup> June. **Year Six children to start on June 8, Year One children on June 9 and EYFS to start on June 10.** Critical worker children who have been attending school will continue to attend Heacham Infants as usual from 1<sup>st</sup> – 5<sup>th</sup> June. However from the 8<sup>th</sup> June the new year groups and key worker children will attend their usual school. Snettisham, Heacham Infant and Junior will all be open on 8<sup>th</sup> June for eligible pupils who indicated they wanted a place in our survey. These eligible pupils will receive further details next week. To this end, we have been working closely with the Trust, following government advice, adapting our sites and making changes in order to support this. As a result of the guidance and requirements, school will have amended procedures from 8<sup>th</sup> June.

Our government have asked schools to create social 'bubbles' for children and adults. This means creating groups of no more than fifteen children and a small number of adults who consistently work, play and eat together. Please be advised that, because of this, your child may not be with their usual class teacher. Once a child has been allocated a bubble, they will not work or play with children from another bubble. A small number of adults will be assigned to each bubble and as far as possible, they will not then work with other children or adults from another bubble. Each bubble will be allocated a class space, toilets and playground area. Children will eat their lunch in their class space.

**The new school day:**

*School will open from 8:30am for our Nursery children and at 9am for Reception and KS1;*

*School will end at 2:30am for Nursery and 2:50am for Reception and KS1*

*Drop in and after school clubs are cancelled.*

*Class sizes of no more than fifteen. Having conducted our own risk assessment in*

Executive Headteacher  
Ms L. Jackson

Deputy Headteacher  
Mrs E. Hunt

Assistant Headteacher  
Miss C. Bennett

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classrooms, of which all are different shapes and sizes, we have tried to keep class sizes below ten

Children need to **wear school uniform**; however, we do appreciate that there may be items which children have outgrown. In this instance, they should wear a nearest possible substitute. We ask that parents ensure children wear clean uniform every day.

### **Managing Social Distancing:**

*Each social bubble will have designated entrances, resources and outside areas for playtime and lunchtime; they will not mix with other bubbles.*

*Each class space has been organised to promote social distancing. Within each room, there will be specific allocated work spaces for children.*

*Social distancing for children could be difficult and mistakes could be made. No child will be reprimanded for making a mistake whilst they learn what is socially acceptable at this current time. Children who consciously choose to ignore requests to adhere to safe social distancing will be managed under the school behaviour policy.*

### **Arrangements for drop off and pick up:**

*Only one parent per family will be permitted on site to drop off or pick up*

*Parents are asked to adhere to social distancing guidelines.*

*Parents will not be able to approach staff.*

*All necessary communication will need to be via email or telephone.*

*The school office will not be physically accessible.*

*We fully appreciate that this could be an anxious time for your child and you, particularly if your child displays signs of distress. Our staff will be able to very positively and gently support and encourage your child, however they will not be able to take your child from you in order to adhere to social distancing guidelines.*

#### **Pick up**

*Staff will ensure children are dismissed to their parent/carer – or in the case of Year Six, we will ask for authorisation to go home on their own.*

*Parents will wait for their children on the allocated playground, following socially distancing guidance.*

### **Ensuring safety in school:**

*Additional hand washing/sanitising throughout the day.*

*Children to be allocated their own set of equipment to use. **Other than their lunch box, children are not permitted to bring any other personal belongings to school***

*Where necessary, children will be taught to walk on the left through corridors.*

*Children will eat their lunch in their own bubble in their allocated class space.*

*First Aid will continue to be administered as and when required.*

*Staff members will be wearing PPE equipment for any intimate care..*

*A dedicated room and toilet is available for any child who becomes poorly with symptoms of Covid-19, where they will be cared for whilst awaiting collection. These spaces will be deep cleaned following any use.*



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*Increased cleaning in school: all classrooms will have cleaning equipment to use throughout the day; all rooms will be thoroughly cleaned at the end of each day.*

*Whenever possible, rooms to be kept well ventilated with open doors and windows*

*Internal doors will be propped open to reduce the touching of door handles.*

*Parents who need to contact the school office need to do so via phone or email – The school building will be closed to adults and visitors*

### **Lunchtimes:**

*Children in YR- KS1 can have a free school meal each day in the usual way*

*Email the office well in advance so we can organise specific dietary needs*

*Hot food will be taken to the classrooms to be given to children*

### **Learning from home:**

*For continuity, children at school will be accessing the same learning as those at home –*

*Oak National Academy. We ask that you continue to follow these lessons if your child is learning from home.*

*Use the school website for links to other resources, including a large range of online books.*

### **Legal requirement for sending your child to school:**

*There is no legal requirement for you to send your child to school at this time.*

We know that for some, the upcoming changes may bring anxiety, as school is going to look different and feel different.

Thank you for your patience and continued support.

Best wishes,



Ms Louise Jackson  
Executive Headteacher