



19th May 2020

Dear Parents/Carers,

SCHOOLS UPDATE – MAY 2020

I am writing to keep you informed of the West Norfolk Academies Trust's position regarding the Government's latest advice for schools to reopen. The Government has advised all schools to get ready to open for Nursery, Reception, Year One and Year Six children from Monday 1 June 2020 in addition to the children of critical workers and vulnerable children. We have received guidance as to what this should look like.

The Trust has been working with our schools to carry out risk assessments in line with Government advice and are currently planning to re-open for the aforementioned pupils with a staggered start commencing Monday 1 June 2020. It is our intention to allow Year Six children to start on June 1, Year One children on June 2 and EYFS to start on June 3. **The Trust will continue to review the situation and make its final decision on whether to reopen for these year groups on Thursday 28 May 2020.**

In order to adhere to the Government's guidelines, we will need to keep group numbers to no more than 15, which will be dependent on class sizes. Last week we contacted you to get an indication of numbers wishing to return to school, and our risk assessment was based on these numbers. Any further children requiring a place will be allocated on a first come, first served basis.

What precautions are we taking to keep children and adults safe?

- *Smaller class 'groups' of no more than fifteen, with two adults (taught by a teacher or qualified teaching assistant) this will mean your child may not be taught by their usual teacher*
- *Ensuring children and staff mix in a small, consistent group that stays away from other people and groups in school*
- *Children will have their own equipment to use on a daily basis – Year One and Six will have a dedicated table to use each day*
- *Cleaning hands more often than usual in addition to using hand sanitisers*
- *Removing unnecessary items, including soft furnishings from classrooms and cleaning frequently touched surfaces more often*
- *We will not allow adults, other than staff, in the school premises (including office areas)*
- *Any meetings with parents will be conducted over the phone*
- *Propping doors open, where safe, to limit use of door handles*

How are we going to minimise contact between children and adults?



- *Change the layout of classes, spacing desks out as far as possible*
- *Staggering break and lunch times*
- *Ensuring dinner is taken in the class/group room*
- *Cancelling all breakfast and after school clubs*

What will education in school look like?

- *Daily lessons from The Oak National Academy will be taught so that it follows what is being asked of home schooled children*
- *Daily PHSE activities to support children's wellbeing*

What will drop off and pick-up look like?

- *Only one adult will be allowed to bring child to school and socially distancing on the pick-up/playground area will be encouraged*
- *Handwashing on arrival*
- *School will open from 8:30am with registration at 9:00 am allowing for a phased entry – entrances for each year group are separate and will be clearly sign posted*
- *Lessons will run from 9:00 am to 3:00pm*

What if I do not want to send my child/ren to school?

- *Although the Government are encouraging children to return to school in a phased way, there is no legal requirement to send your child to school during this period.*
- *If you have requested a place and you no longer wish your child to return, please inform the school by **Friday 22 May***

Further information and guidance, including which adults will be leading the groups will be sent after **Thursday 28 May 2020**.

Best Wishes

Ms Louise Jackson
Executive Headteacher