



05/06/2020

# A letter from the Headteacher and Chair of Governors.

Dear Parents and carers,

Over the past week, the Governing Body and school leaders have met virtually on three separate occasions to discuss and review the plans to reopen the school. We believe that both the risk assessments, alongside the strategic and opening plans are robust and provide clear guidance on how the school is addressing the following factors:

- The measures that can be implemented in the school to minimise contact and mixing of pupils and staff – such as organising classes in small groups of 15 or less, maintaining space between seats and desks where possible, using the timetable and selection of classroom or other learning environment to reduce movement around the school or building (staggering the school day), parents' drop-off and pick-up

protocols, and avoiding staff working with more than one group of pupils wherever possible.

- The procedures that the school is able to put in place to ensure good hygiene practices – such as sufficient handwashing facilities, availability of hand sanitisers provided in classrooms and other learning environments, clearly communicated hygiene protocols and the support for children and staff to implement them.
- The procedures that the school is able to put in place to ensure adequate and regular cleaning – how they comply with COVID-19: cleaning of non-healthcare settings guidance, surfaces being cleaned more regularly than normal and communication with contractors and suppliers that will need to prepare to support the school's plan to increase the number of pupils.
- The measures that the school is able to take that minimise the risk of contact with anyone with COVID-19 symptoms – such as communicating with children, parents, carers and any visitors, such as suppliers, not to enter the school if they are displaying any symptoms and ensuring that transport providers do not work if they or a member of their household are displaying any symptoms of coronavirus.
- Additional measures put in place – to protect staff and pupils, including those with underlying health issues, staff who are within at risk categories, and those who are shielding.

We look forward to welcoming pupils back from the 8th June. The phased reintroduction is as follows:

- 08 June: Year 1 and Year 6 return
- 15 June: Reception pupils return
- 18 June: Nursery reopens

The opening and finishing times are as follows:

Key Worker and Vulnerable Pupil Provision: 08:30-15:20

Nursery and Reception Pupils: 08:40-15:00

Year 1 Pupils: 08:50-15:10

Year 6 Pupils: 08:50-15:20

Parents arriving via Ryefield Avenue are requested to use the two gates as specified:



Year 6 and Key Worker Provision

Entrance and Exit



EYFS and Year 1

Entrance and Exit

The school will be open to pupils in N, R Y1 and Y6 on Mondays, Tuesdays, Thursdays and Fridays. School will be CLOSED on Wednesday. Key workers and vulnerable families will have access to the site for the entire week, including Wednesdays.

The school is also aware that many children will not be able to return to school due to the fact they are either in Y2,3 4 & 5, or self-isolating due to parental concerns or pre-existing conditions. Ryefield has purchased additional English and Maths workbooks for the children whose classes cannot return to school, alongside a staggered roll-out of enhanced distance learning. This will involve the use of Google Classroom, Wonde, your child's emoji login and much, much more. Training and support materials will follow.

Both the school and the Governing Body would urge you to read the information available on the school website. For those of you returning to school we request that you discuss it with those closest to you, and follow your parental instinct.

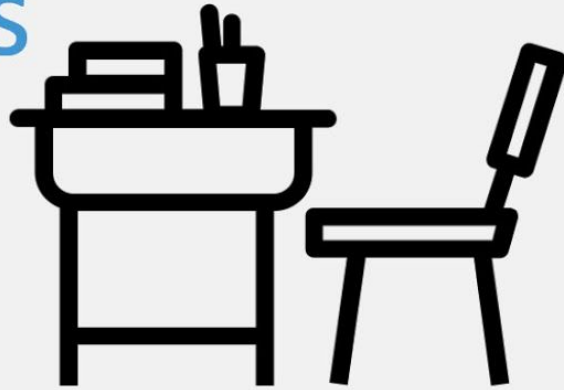
Key documents to read on the school website, the [COVID-19](#) section is found under Key Information: Reopening Plan, Risk Assessment and Strategic Plan.



Slide 1



# Class Sizes



## Core message

Ensuring class sizes are as small as possible is key to maintaining social distancing and minimising the risk of viral transmission. Rooms have been decluttered and organised to make the most of the space available.

### Ratios

Where possible the school will be implementing the following adult to pupil ratios for each phase of learning are as follows:  
EYFS = 1:13  
KS1 = 1:15  
KS2 = 1:15  
KWVP = 1:15

### Bubbles

Upon reopening the school will ensure that pupils will be in the same groups at all times. Furthermore the school will minimise the contact each group has with each other. Friendship groups have been taken into account but will not be the determining factor.

### Teachers

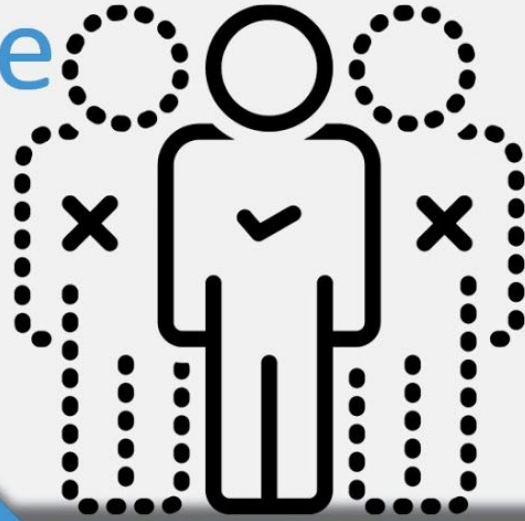
Where possible, the school will ensure that pupils will use the same classroom and have the same teacher. For some this will be their original class teacher, whilst for others it may be another member of the teaching staff.



## Slide 2



# Attendance



## Core message

No-one with COVID-19 symptoms should attend school for any reason. At this moment in time parents will not receive any punitive actions for keeping their child at home. Parents need to consider the facts and trust their instincts.

### Absence

The school will continue to follow its attendance policy. Absences will be followed up by email and we encourage parents to notify us if their child is unwell. Currently parents will not be fined for non-attendance, although we do not believe this will be the case from September.

### High Risk

If someone in your household is either clinically vulnerable, or in a high risk group then they should only attend school if you feel they will be able to stringently adhere to the social distancing guidelines. Your child will need to understand and follow the instructions.

### KWVP

The school will remain open to the children of key workers and vulnerable pupils from Monday to Friday. Leaders will monitor capacity and a cap may be introduced should demand exceed capacity. Ryefield will continue to support families who have social workers and are not attending school.



## Slide 3



# Uniform



## Core message

The rules around uniform have been relaxed to ensure that parents do not have to purchase new uniform at this time. Furthermore the school needs to ensure that children are attending school wearing clean clothes.

### Clothes

Pupils will not be required to wear school uniform. They should wear sensible clothes (no fancy dress, vests /strap tops) and sensible footwear (no sandals or open toed footwear).

No school bags allowed.

### Water

To minimise the risk of transmission, all water fountains are now out of use. Your child will need to bring a bottle of water to school each day.

This will need to be clearly named and cleaned (at home) on a daily basis.

### Pencil case

To minimise the risk of transmission pupils will not be able to share equipment. We urge all pupils to bring a stocked pencil case to school.

This will remain on site until the last day of term, whereupon it be allowed to be taken home.





# Slide 4



## Drop off & Pick up



### Core message

We have staggered the start and end times to reduce the number of people on site and make social distancing easier. It is important that parents use the correct gates as shown on the school's website.

#### EYFS

Nursery and Reception arrive at 08:40 and will need to be collected at 15:00.

Parents will need to social distance outside the classrooms and will not be allowed into the buildings.

#### KS1

Year 1 pupils will arrive at 08:50 and will need to be collected at 15:10.

Parents will need to social distance outside the classrooms and will not be allowed into the buildings.

#### KS2

Year 6 pupils will arrive at 08:50 and will need to be collected at 15:20.

Pupils in Mrs Mander's class will enter the school via the door near the bike shed.

Pupils in Mrs Dearing's class will enter the school via the door near the overhang.

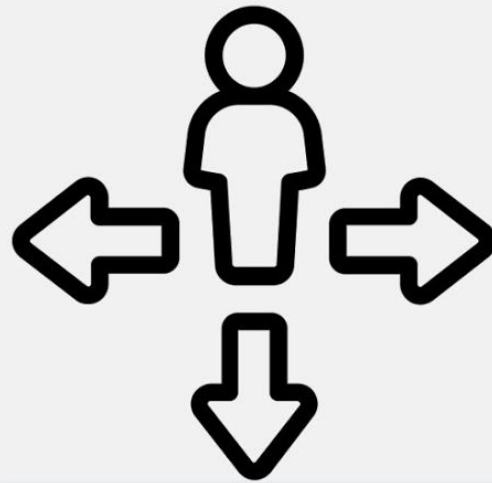




# Slide 5



## School spaces



### Core message

In order to maximise the space available to your children, pupils will be located in the following areas.

#### EYFS

The EYFS will have use of the Nursery, Sapphire class, Topaz Class, Coral class, as well the outdoor space, small field and the Forest School Area.

These areas will be timetabled to ensure each 'bubble' does not interact with each other.

#### Y1 & Y6

Y1 will have use of Amber, Amethyst, Emerald and Jade class. Y6 will have the use of Churchill, Curie, Faraday and Mandela class.

Playtimes will be scheduled to ensure 'bubbles' do not interact with each other.

#### KWVP

KWVP provision will be accessed via the Community Room and the children will be sorted by age groups. They will have access to the community room, KS1 hall, KS2 hall, middle playground and the ICT suite.



## Slide 6



# Break & Lunch



## Core message

The school kitchen will not be preparing any hot meals for the remainder of the academic year. Lunches will be ordered as normal via Parent Pay. All lunches will be eaten either in the classroom or on the school field. Rubbish will be taken home.

### EYFS

We do not recommend pupils bringing a mid-day snack as this may increase the risk of transmission.

Pupils' lunches will be eaten in their classroom.

### Y1 & Y6

As with the EYFS, lunches will be delivered and eaten in the classroom.

Y1 pupils are eligible for Universal Infant Free School Meals.

### FSM

Families who are eligible for Free School Meals will receive a packed lunch (which can be ordered via Parent Pay) in place of the voucher system. Families of FSM pupils who are not attending school will continue to receive vouchers for as long as the government scheme continues.



# Slide 7



## Curriculum



### Core message

The school will continue to deliver the core curriculum and will begin to address some of the gaps in learning. Delivery will center on phonics, reading, writing spelling, and fluency in mathematics.

#### EYFS

The EYFS will continue to look at the prime areas of learning, as well as the more specific areas of phonics, reading, writing and mathematics.

Activities will - to the best of our ability - promote social distancing.

#### KS1

The KS1 curriculum will look to support learning across the core subjects of English and Mathematics. A strong emphasis will be placed on accelerating their phonological knowledge.

#### KS2

As with KS1, Y6 will focus on recapping the skills needed to make a smooth transition to their secondary schools in September.

The Y6 curriculum will also look at ways we can use technology to recreate some of the milestones such as the end of term show.



# Slide 8



## Home Learning



### Core message

Augmented home learning will continue to be developed over the summer term. It will - to the best of our ability - be in line with the learning occurring in school. Elements of teacher led instruction will be delivered by narrated videos/PowerPoint.

EYFS

Zoom webinars do not lend themselves to best practice in the Early Years. The school will provide examples of the types of learning activities which will engage children in both the Nursery and Reception classes.

Y1 & Y6

Work will continue to be set on our existing platforms but this will be augmented by additional activities set on Google Drive's Classroom.

These resources will be accessed by their current emoji logins. Support and training will be provided.

2, 3, 4 & 5

The school has purchased additional workbooks for pupils in these year groups. They will be made available in the coming weeks. Work will continue to be set on our existing platforms but this will be augmented by additional activities set on Google Drive's Classroom.





# Slide 9



## Home/School Agreement



### Core message

In order to ensure that the school is able to operate in a safe and secure fashion, we require parents and pupils to sign and agree to upholding the new Home / School agreement.

#### School

The school agrees to work to the best of its ability to provide an environment which promotes social distancing and good hand hygiene.

Clear guidelines are in place to control the spread of infection and pupils displaying symptoms will be isolated and sent home.

#### Parent

Parents will adhere to the school's guidelines and will not send their child to school if they are unwell and display C-19 symptoms.

Parents will ensure they observe social distancing and follow the school's drop off and collection times.

#### Pupil

Pupils will follow their teacher's instructions. They will maintain social distancing rules and continue to follow good hand hygiene rules.

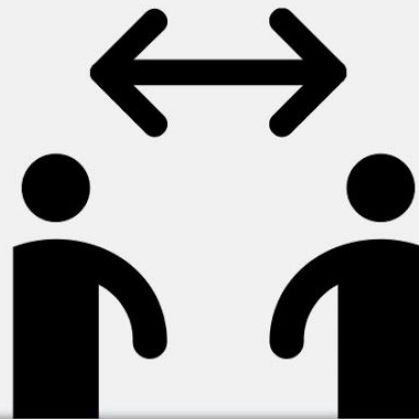
Pupils will also bring their own equipment to school which will include a pencil case, water bottle and lunchbox. No bags need to be brought to school.



# Slide 10



## Social Distancing



### Core message

The Governing Body has determined that the school's current arrangements will have -to the best of our ability - a safe level of occupation. Resources and timetables have been altered to facilitate social distancing.

#### School

The school will only take pupils from N, R Y1 & Y6, alongside KWVP, and classes have been capped at 15 pupils.

Timetables and routines have been adjusted or canceled to maintain social distancing.

#### Parent

Parents will support the school's efforts to enforce social distancing measures.

This will require parents to demonstrate that behaviour themselves, and discuss strategies with their children.

#### Pupil

Pupils will follow the school rules and maintain social distancing in school. This can be tricky for very young pupils.

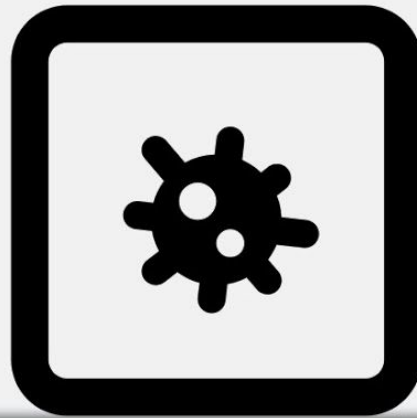
Pupils will ensure that they remain in their learning space, whether that will be a table or an activity in the EYFS.



# Slide 11



## Infection Control



### Core message

The school seeks to promote a healthy environment by establishing practices that reduce the risk of infection or accident by following standard infection control precautions (SICP).

#### School

The school's SICP include:

- Assessment for infection
- Establishing procedures and checklists
- Monitoring and Communication
- Training and Education

Please read the school's Infection Control Policy for more details.

#### Parent

Parents have a responsibility to ensure they check their children for symptoms of C-19 before sending their child to school.

They will also support the school's efforts to promote the methods being implemented to prevent the spread of C-19.

#### Pupil

Pupils will not attend school if they feel unwell and show symptoms for C-19. They will follow their teachers instructions and remain in their learning space/bubble. Pupils will wash their hands regularly and ensure - when coughing or sneezing - they 'catch it, bin it, kill it'.



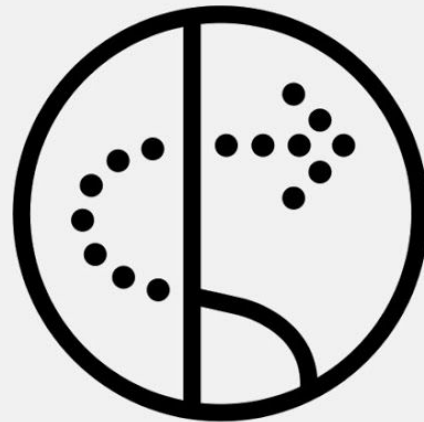




# Slide 13



## Transitions



### Core message

The school will be guided by secondary schools on the transition of pupils to Y7. Due to the disruption in their education we are aiming to provide as much continuity for children in the academic year 20/21. Webinars will be explored as an effective means of communicating with families and new pupils.

#### Reports

All formal assessment measures were cancelled and the school will base its assessments on where your child was in March 2020. It is important to remember that the disruption caused by C-19 means that significant work needs to be undertaken over the next three terms to get your child back on track.

#### Classes

The school has taken the decision that none of the classes from R-Y5 will be restructured. This will provide consistency and stability for pupils and ease the transmission of information. From September, the majority of classes will have a new teacher.

#### Pupils

Pupils will remain in their same class, and most will have a new teacher in the autumn term. Social stories will be created to ease transition and we will look into ways we can use Zoom/Google Meet to allow pupils to meet their new teacher.

