

King Athelstan Primary School

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Headteacher: Emily Newton

4th September 2020

Dear Parents and Carers,

RETURN TO SCHOOL ARRANGEMENTS

We hope you have had a relaxing summer holiday and that you are ready for the new school year. We are really looking forward to welcoming the children back to school on Monday 7th September (and on other specified dates for children new to Reception and Nursery.) We appreciate that you have received a lot of information and so we have written this letter as "frequently asked questions" which we hope will be helpful.

Our main priority at the beginning of term is to ensure all children are happy and settle quickly back into the school routine. We know that some children will be feeling nervous or worried about returning while others will be feeling excited and confident. This is normal, and it is normal for parents and carers to experience a range of emotions, too. It is essential that if you feel concerned as a parent/carer that you do not let your child know this. Show them that you feel confident and that it will be safe and fun. Please speak to a member of the Senior Leadership or Inclusion Team if you need support in managing your own worries about the return to school.

The school organisation has been carefully planned in light of the latest advice from the DfE which you can find here: <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools>. This is in addition to as our own risk assessment that relates to our specific context. We will continue to revise this in response to any updates over the next few months.

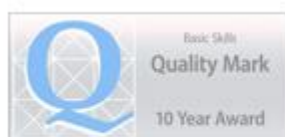
Please be patient - there will be queues! Please remain 2m away from one another. Please do not arrive earlier or later than your allotted time, as we are unable to accommodate children arriving at different times to those stated on previous letters and within these FAQs, and cannot have families congregating on site or in the street outside. We will be letting groups in from the main pedestrian gate and we are not allowed to have anyone waiting on the school site.

Thank you for your support as we start the beginning of the school year with very different school routines.

Yours sincerely,

Emily Newton

Headteacher



Frequently Asked Questions (FAQs)

Does my child have to come to school?

Yes. Returning to school is statutory and not returning could result in a referral to the Education Welfare Service.

What time does my child need to come to school, and what time will they finish?

There is a very strict schedule for arriving at school. Please do not arrive in a different time slot. Timings are as follows:

Drop off Time	Year Group	Details	Pick up time
8:30am	AM Nursery	2 year olds and all Nursery children, except those new to Nursery on their first day	11:30 am
8:40am	All Reception	Except those new to Reception on their first day	Kusama 2:55pm
			Nelson 3:00pm
8:40am	All Year 6	Year 6 must come at their allocated time of 8:40am, unless they are siblings arriving with the rest of the family;	3:05pm
8:45am	Siblings Years 1, 2, 3, 4, 5	Families with siblings: Surnames A - L ONLY Families with more than one child at the school.	3:10pm
8:50am	Siblings Years 1, 2, 3, 4, 5	Families with siblings: Surnames M - Z ONLY Families with more than one child at the school.	3:15pm
8:55am	Years 2, 4	All families with one child at the school in Years 2 and 4.	3:20pm
9.00am	Years 1, 3, 5	All families with one child at the school in Years 1,3,5.	3.25pm
12:30pm	PM Nursery	2 Year olds and all Nursery pm children	3:30pm

Please only come onto the school site when it is time to drop off or collect your child/ren. You are not allowed to "wait" on site. Please wait outside the school queueing towards the Children's Centre until your class group is called, maintaining social distance. The Senior Leadership Team will support with this at the front gate. If you arrive early, please go for a walk around the block or up to the park rather than waiting for long periods on the pavement outside.

How do I drop my child off and pick them up?

Only one parent/carer may enter the school site with each family.

Children will follow the different coloured footprints linked to their year groups to their classroom. The staff team will support with this. You will pick them up from this point, too. Every

time you enter the school, you need to enter the pedestrian gate, walk round the one-way system, and leave by the car park gate. It is the parent/carer's responsibility to ensure the person dropping off/collecting their child knows the correct times. It is also the parent/carer's responsibility to inform the school in good time via the message email (see "how do I communicate with the school" section) if someone different is collecting.

Reception and Nursery will be dropped off at the internal gate by the main noticeboard on the left as you enter the main pedestrian gate. On your child's **very first day in Reception and Nursery**, you will have been given a later time so that on this day **only**, two parents/carers can take your child to the classroom door.

Years 1-6, please enter at the allotted time via the pedestrian gate and walk round the one-way system, dropping your child in the KS1 playground.

If it is your child's **very first day at King Athelstan in Years 1-6**, please bring them to the main office door where a staff member will welcome them and take them to their class.

The idea is that parents/carers move through the school site will form a continuous 'conveyor belt,' not stopping, but moving through, dropping off and collecting children on the way. The same model will be used for collection - you will be called to walk through to collect your child/ren at the allotted time. Children will only come out for their allotted time-slot so please do not attempt to collect children at a different time.

Children will follow the colour-coded feet stickers on the ground into school, and will be lined up on the corresponding line for collection.



Year Group	Colour code	Details
Nursery	Orange footprints	EYFS gate, near main entrance: please do not congregate in this area.
Reception	Orange Footprints	EYFS gate, near main entrance.
Year 1	Red Footprints	Year 1 corridor entrances in the KS1 playground, leading to the Year 1 classrooms.
Year 2	Purple Footprints	Straight into the Year 2 classrooms through their external doors.
Year 3	Blue Footprints	Large hall door in the KS1 playground and through the hall doors on the left.
Year 4	Green Footprints	Small hall doors in the KS1 playground, then through the hall doors on the right and up the 'Hogsmill' stairs.
Year 5	Pink Footprints	'Fish Tank' doors in the KS1 playground and then up the fish tank stairs.
Year 6	Green Footprints	Small hall doors in the KS1 playground.

What does my child need to bring to school?

Your child only needs their book bag, their named water bottle and packed lunch (unless they are having a school packed lunch). Please do not bring any pencil cases or other items from home, and please remember we do not allow any rucksacks/backpacks.

What happens on PE days? (Years 1-6 only)

We are going to trial a different system until October half-term to help reduce the amount of movement around and in classrooms and the amount of belongings children need in school. **On PE days, children need to come to school in PE kit and wear it all day with their school sweatshirt.** PE uniform is plain black shorts and plain white t-shirt with plimsolls or trainers. It is also fine to wear plain black tracksuit bottoms. Planned PE days are:

	Monday	Tuesday	Wednesday	Thursday	Friday
Year 1 O'Keeffe			✓	✓	
Year 1 Van Gogh	✓	✓			
Year 2 Hockney	✓	✓			
Year 2 Matisse		✓		✓	
Year 3 Cassatt			✓	✓	
Year 3 Da Vinci	✓				✓
Year 4 Mehretu	✓				✓
Year 4 Wiley	✓		✓		
Year 5 Dali		✓		✓	
Year 5 Warhol				✓	✓
Year 6 Kahlo			✓		✓
Year 6 Riley			✓		✓

How do I communicate with school?

The school office is not open in the usual way. The school office will be closed to parents and carers except by appointment. At drop off and pick up, a member of the office team will be stationed outside the main front door where they will be able to accept medicines and welcome families who are new to the school (Years 1-6) on their first day. They will also be able to deal with other **urgent** matters. Please do not give this person general messages such as pick up arrangements/medical appointments. You can email school on messages@kingathelstan.rbksch.org or call on 020 8546 8210. Any messages about a change of pick up arrangements must be emailed by **2.15pm** on the day. The office will not be able to accept any book bags/lunches brought in late.

What will learning look like?

Classrooms in Y2-6 have been organised with all the tables facing the front. Children do not have to socially distance from each other within their year group but staff need to socially distance from children and from each other. Each child will be given their own pack of resources to use. They must not bring anything from home except their book bag, lunch box and named water bottle. In Nursery, Reception and Year 1, the classrooms will reflect Early Years practice and resources will be cleaned regularly.



Year groups will be treated as bubbles and will be able to mix across the classes. Specialist teachers (PE, Art and Music for Years 1-6, and also French from Years 3-6) will be able to teach as normal, maintaining social distance from the class.

Year groups will be allocated specific toilets to use and the school has organised additional lunchtime cleaning of toilets, handles, bannisters etc.

Windows will be open in class in all weathers so please ensure your child always has their jumper/cardigan with them. Children will also line up outside at the end of the day regardless of the weather so please ensure they have appropriate outdoor clothing for the conditions.

Do we need to supply hand sanitiser?

No. All children and staff will continue the regular hand washing routines throughout the day, using skin-sensitive anti-bacterial soap. We also have sanitising stations for adults to use. Children should not bring their own supplies.

What happens at break and lunch times?

Children will be eating lunch in their classrooms with the exception of Reception, who will eat in the main hall, and Year 1 who will eat in the small hall. Playtimes are planned on a rota basis within year groups.

How do I order school lunches?

School lunches will be packed lunch only at first. You need to order these in the usual way on ParentPay, even if your child is entitled to free school meals or universal free school meals. We hope to reinstate hot meals later in the term.

What will happen if my child gets COVID-19 symptoms?

Any child or member of staff who becomes unwell with COVID-19 symptoms will need to remain at home and take a test as soon as possible. Results should be reported to the school immediately. If someone tests positive, the school will take advice from the Health Protection Agency and follow the advice they give regarding who else needs to isolate. If a test comes back as **negative** and if your child feels well and no longer has symptoms similar to coronavirus (COVID-19), they can stop self-isolating and return to school (after 48 hours if they have a temperature). If a child tests **positive**, they need to continue to self-isolate for at least 10 days from the onset of their symptoms. They should only return to school if they do not have symptoms other than a cough or loss of sense of smell or taste (anosmia). This is because a cough or anosmia can last for several weeks once the infection has gone.

If a child becomes unwell at school, they will be isolated and supported until parents/carers can collect.

What happens if my child has to isolate for 14 days?

School will direct parents/carers to appropriate online learning.

Can children use bikes/scooters getting to and from school?

We are sorry that we are unable to store bikes and scooters on site at the current time. This is because the bike and scooter stores are an incredibly busy and congested area of the school with many people moving in different directions, touching the racks and no ability to socially distance. Using the stores would dramatically increase the risk of contact and contamination across bubbles. We ask that bikes and scooters are left at home for the time being. We realise this may be

inconvenient for you, however, ask that you support us with our decision. We hope this will be for a relatively short period of time because, as you know, we normally encourage children to scoot or cycle to school. If there is an exceptional reason that your child needs to cycle to school, please email us urgently via the school admin address and we will consider your particular circumstances. If you need your child to scoot to school, please take the scooter away with you. Please stop your child scooting well away from the school entrance and as the adult, take charge of the scooter. Please walk to school wherever possible and please leave dogs at home.

Mr Garside, our School Crossing Patrol, will be out on the crossing as usual.

First Day Checklist

- Book bag
- Named water bottle
- Lunch (unless a school lunch has been pre-ordered)
- Uniform with school shoes, and appropriate outdoor clothing for the weather conditions
- PE kit on PE days, starting on the first day of term
- Check drop -off time
- Check pick-up time
- Check which year group colour route to follow

We look forward to seeing you on Monday!