



EDITH CAVELL PRIMARY SCHOOL

Ambitious, Achieving and Nurturing

Manton Lane, Bedford. MK41 7NH

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Friday 4th September 2020

Dear parents

As the start of the new school term approaches, I wanted to remind parents and children of some of the arrangements that have been put in place to support the safe full reopening of the school to all pupils.

For children in Years 1, 2, 3, 4, 5 and 6 the first day of the new term is Monday 7th September 2020.

ALL children in these year groups should return to school on this date.

No child should attend school if they are displaying any of the symptoms of Covid 19 which are:-

- **high temperature** – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- **new, continuous cough** – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than usual)
- **loss or change to your sense of smell or taste** – this means you've noticed you cannot smell or taste anything, or things smell or taste different to normal

If your child starts to display these symptoms, we ask that you inform the school why your child is not in school and obtain a test for Covid 19. Once the results of the test are obtained, we ask that you communicate this to the school. Attached to this letter is a flow chart produced by Bedford Borough to show the actions if your child or a member of your household is showing symptoms of Coronavirus.

The DfE have stated:-

School **attendance will be mandatory** again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

A **staggered start** to the school day is in place. Taking in to account the movement of children into their new classes, they should arrive at school as close to this time as possible to avoid congregating on the playgrounds or outside classrooms. **We ask that only one parent/carer accompanies children to or collects from school** so that we can limit the number of people accessing the site at any one time.

KS1	Start of day	End of day		KS2	Start of day	End of day
Nursery	12.30pm	3.30pm		Garnet	9.00am	3.30pm
Reception	8.45am	3.15pm		Aquamarine	8.30am	3.00pm
Emerald	8.30am	3.00pm		Sapphire	8.45am	3.15pm
Jade	9.00 am	3.30pm		Pearl	8.45am	3.30pm
Ruby	8.30am	3.00pm		Opal	8.30am	3.15pm
				Quartz	8.55am	3.40pm

On the first day of term, **Monday 7th September**, we ask that parents and children go to the outside door of their child's new classroom. Please could children for Sapphire and Aquamarine classes wait on the KS2 playground. The children will enter the building via the outside classroom door and will be shown how the one way systems will work from their new classrooms.

For some parents who were unable to collect their child's end of year report before the end of the summer term and are not aware of which new class their child is in, we ask that you arrive at school for 8.45am and speak to one of the members of staff on the playgrounds who will have lists and will be able to tell you which class, start and finish time to observe going forward.

We will be **maintaining the one-way systems around the outside and inside of the school**. This will again help to maintain social distancing and prevent certain areas becoming pinch points. While school staff will continue to be a visible presence at the start and end of the school day, we ask that parents respect this one-way system and follow it even if school staff are not present.

From the start of the Autumn Term on Monday 7th September, children may bring their book bag or school bag to school and we ask that children:-

- return to wearing full school uniform, including school shoes.
- bring a named water bottle to school each day
- bring packed lunches in named packed lunch boxes or bags
- bring a healthy snack in a **small** bag or box
- resume homework tasks and reading at home

Further more detailed information about PE and PE kits will be distributed early next week.

We will resume sending **reading books home** for parents to support the development of reading skills. When the reading books are returned to school they will be stored and unused for 72 hours prior to them being returned to use for another child to access. This is in line with the guidance on use of shared resources.

Inside the classrooms we will be following the Government guidance and each phase, KS1, LKS2 and UKS2, Reception and Nursery will form operating 'bubbles'. This means that each operating bubble, will have playtime together, eat lunch together and staff will move between them where necessary. We will also be following the government advice that we reduce the amount of time that children sit face to face. Consequently, classrooms will be laid out differently and tables will be facing the front and children sitting side by side rather than facing each other across tables. Each child will continue to be provided with their own set of stationary to avoid sharing resources. Therefore, children **should not** bring into school their own pencil cases or stationary. Any shared resources will be limited, but items such as computers or laptops will be disinfected before and after use.

This table formation will continue in to the dining hall and we will significantly reduce the seating capacity of the dining hall through sitting children at just one side of the tables. They will therefore be side by side and not facing each other across the tables. Each operating bubble will be allocated a separate time in the dining hall.

The children will be asked to wash their hands as they come in to school and repeatedly through the day. Hand sanitiser is also available in all classrooms and shared areas around school.

If your child is wearing a **face covering** on the way to school, please ensure that they are able to remove this safely following government guidelines, that they have a sealed bag to store a reusable mask or know how to safely dispose of a single use mask.

Breakfast Club and After School Club will resume from Monday 7th September. Places **must** be pre-booked and paid for via the Parent Pay portal prior to the date on which wrap around care is required.

School dinners should be paid for in the usual way, via the Parent Pay portal. If you wish your child to have daily school milk, this can be paid for via the **Cool Milk** link on the school web site.

The advice is that we do not yet start to hold whole school assemblies to avoid having large numbers of children together at one time and the operating bubbles do not mix. To this end, **we will not be planning** any class assemblies, Christmas productions or birthday assemblies for parents to attend.

If you need to communicate with the school office, we would prefer if this could be done via phone or email and as this would be preferable to physically visiting the office. Class email addresses for your child's new class teacher are listed below and can be used to communicate with class teachers as face to face meetings are highly discouraged. A phone call can also be made by a class teacher after the end of the school day. office@ecls.org.uk

Class	Email address		
Opal	opal@ecls.org.uk	Emerald	emerald@ecls.org.uk
Quartz	quartz@ecls.org.uk	Jade	jade@ecls.org.uk
Pearl	pearl@ecls.org.uk	Amber	amber@ecls.org.uk
Aquamarines	aqua@ecls.org.uk	Little Treasures	treasures@ecls.org.uk
Sapphire	sapphire@ecls.org.uk		
Garnet	garnet@ecls.org.uk		
Ruby	ruby@ecls.org.uk		

If you have any questions about any of this information, or this information has not answered a question that you did have, please email the question to the school email address – office@ecls.org.uk and we will try to answer your question as quickly as possible.

We look forward to seeing you all on Monday 7th September.

Yours sincerely

H. L Cooke

