



Knowleswood
Primary School

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20th May 2020

Dear Parents/Carers

Phased re-opening of school for Nursery, Reception, Year 1 and Year 6.

At the start of the week we wrote to parents/carers in Nursery, Reception, Year 1 and Year 6 asking them to complete a survey with their intentions about sending their children to school. The majority of families completed this, providing the school with clear numbers of pupils planning to return before the summer. We made it very clear in that letter that it was the parents/carers decision whether to send their children back to school and that there will be no fines for parents/carers who decide not to send their children.

The survey that you completed has allowed us to form groups of children in school; **if you did not indicate that your child will be returning to school they cannot come to school. Should you wish for your child to return in the future you need to contact the school office and we will make suitable arrangements and contact you back.**

We are opening school for Reception, Year 1 and Year 6 pupils who have requested a place on Wednesday 3rd June 2020 and for Nursery on Monday 8th June 2020 with the following arrangements in place:

- School to have a staggered start time between 8.30 – 9.30 to reduce the number of parents on the school site with pupils dropped off in the following places:
 - o Nursery - at the Nursery gate
 - o Reception – at the KS1 playground gate
 - o Year 1 – at the KS1 playground gate
 - o Year 6 – at the tower doors
- There will be tape on the floor and families will be asked to line up with a 2 metre gap between them. One parent/carer at a time to collect/drop of children.
- No parents/carers will be allowed through the gates or doors and are not allowed to come into the school building. Children need to be able to walk to their classrooms without their parent/carer.
- If you wish to speak to someone at the school please email or telephone.
- Children will be placed into half class size groups.
- Staggered collection times from 2.00pm – 3pm from the same areas identified above.
- Nursery parents will be contacted separately by telephone to discuss times and days.
- The key worker club will continue however, children from Reception, Year 1 and Year 6 will be placed into their normal year groups.
- Children who are attending school do not need to wear uniform; sports clothes or comfortable active wear is fine.

We would like to inform parents of the following points:

- We cannot guarantee social distancing in school. Government guidelines on reducing the spread of infection are that we have half class sizes and continue our cleaning routines. We will do our best to keep the children in these small groups.
- Only children who have requested a place may be sent; if you require a place please contact the office who will make arrangements for you. This is important, as we have placed the children into groups.
- We recommend that any pupil with a medical condition that makes them vulnerable or who lives with someone that is medically vulnerable does not attend.
- Children must not attend if they are unwell or if anyone in the household has symptoms of Covid-19.
- Children who do not stay with their groups or do not follow the school behaviour policy putting other children or staff at risk will not be able to attend school. I.e. serious disruptive behaviour, running out of class and not following instructions.
- If a child is unwell, they will not be able to attend school and if any child falls ill during the day, they and their siblings will be sent home.

We appreciate that this is an uncertain time for the whole of our school community and if the school can be of any further assistance or you have any questions please do not hesitate to contact the school office using the details above.

Thank you for your continued support and patience.

Yours sincerely

Clare Cosgrove
Head of School

Noreen Dunn
Executive Head teacher