A MESSAGE FROM THE HEADTEACHER

Dear Parents/Carers

We would like to say a huge thank you to you all for your continued efforts and support during the challenges that this coronavirus outbreak has brought.

In line with the latest guidance from the government and the Department for Education, we are planning to open school to all pupils in September. The Senior Leadership Team has carried out detailed risk assessments to make Adderley Primary School as safe as possible for the children when they return. Of course, school will be different but we are aiming on bringing as many things back to normality as is safely possible to do so.

The children’s wellbeing will be our main priority when they return. We have planned a Recovery Curriculum which takes into consideration the social, emotional and mental needs of the children to help them get back into a structure of school life. We will also be making sure that your children catch up with the learning they have missed out on as soon as possible. Some children may be worried or anxious about coming back to school after such a long period, please rest assured that the school staff will be doing everything they can to help.

I have recently written a personal letter to every child informing them about who their new teacher will be. Please do not worry about arrangements for September, we will continue to work together in ensuring the wellbeing of your child.

Please read the information included in this pack to help you understand how we will be opening the school with all the safety measures in place.

I am really looking forward to seeing you all in September and welcoming you back to our school. Have a really good summer break and stay safe.

Mrs R Darr
Head Teacher
DATES FOR PARENTS

**Tuesday 1st / Wednesday 2nd September 2020** – Teacher training days. School will be closed to all children.

**Thursday 3rd September** – School opens to all children in Years 1-6. Children will be returning to their previous classrooms where they will be spending time with their friends to say goodbye to their previous teacher. On **Friday 4th September** they will be introduced to their new class teacher as part of transition, ready to start in their new year group on **Monday 7th September**. Any items or belongings that were left in school before lockdown will be returned to your child on Friday 4th September.

**KEY DATES FOR NEW RECEPTION CHILDREN**

Parents will have received a personal induction letter indicating when your child will be starting.

**Week beginning Monday 7th September** – Children attend 9am-11am on their designated start days.

**Week beginning Monday 14th September** – Children attend their allocated morning (9-11am) session or afternoon (1-3pm) session. Children will not attend school on Friday 18th September.

**Week beginning Monday 21st September** – All children attend 8:45-1:30pm and stay for lunch. School will end at 12:40pm on Friday.

**Week beginning Monday 28th September** – All children attend full time.

**OPENING AND CLOSING TIMES**

The school day will start and end with new staggered times. Parents/carers are expected to keep to the following times.

**Drop off at Arden Road gates between 8:45 – 9:05am.** Children will be warmly welcomed by members of staff.

**Collection at the end of the day:**

**Reception, Year 1 & 2 – 3:10pm** *(12:40pm on Fridays)*

**Year 3, 4, 5 & 6 – 3:25pm** *(12:50pm on Fridays)*

Children will be dismissed in their classes from their dismissal points (clearly signposted in the playground).

**Gates will close promptly at 3:35pm** *(1pm on Fridays)* and no Late Clubs will be offered, therefore parents/carers must be prompt to ensure that we safely dismiss the children.

Please enter and exit the site as quickly as possible. Please do not congregate/stop or block pathways. Please do not gather at the school gates.

Please do not come on to the site at any other time than to drop off or collect your child unless you have permission or an appointment with the school.
DROPPING OFF AND COLLECTING YOUR CHILDREN

We will be operating a one-way system for parents when dropping off and picking up your children. All families will need to enter through the gates on Arden Road and exit via the gates on Adderley Road.

We are requesting that only one parent or carer drop off or collect children.

If you need to speak with your child’s teacher, you may do so briefly at the end of the school day when collecting your child. If more time is required, you will need to make an appointment with the relevant member of staff.

Please adhere to social distancing as far as possible when dropping off and collecting your child.

YEAR GROUP BUBBLES

In order to minimise the number of children your child comes into contact with, the timetable (including lunchtime and break times) has been organised so that children are only mixing with other children in their year group.

STAFF ARRANGEMENTS

For the most part, children will be taught by their teacher across the whole week, but there are instances where they will be taught by other members of staff e.g. P.E. or languages teachers.
Arrangements for children

1. Children will have their pack of stationery/resources which will not be shared. This pack will stay in school each night so it is ready for the next day.
2. Children will be back in school uniform and regular washing routines are adequate – there is no need for children to wear a fresh uniform each day.
3. To reduce the need for changing in school, children will now wear their PE kit into school on the day they have PE and remain in it all day. You will be informed of your child’s PE days ready for the week beginning 14th September.
4. In classrooms from Y2 to Y6, children will be seated side by side and facing forwards in rows (as per government guidance).
5. Children will be taking home all their belongings left in school before the lockdown on Friday 4th September.
6. There will be no swimming and we will not be going on trips until further notice.
7. We will be unable to invite parents in for assemblies or concerts during the autumn term.
8. Children will enter the building without any parents or guardians.
9. Children must sanitise their hands when entering the building using the dispensers, sinks or one of the hygiene stations.
10. Children must wash their hands or sanitise regularly. They will be reminded of this by their teachers.
11. Children will bring only the minimum that is needed to take into the classroom:
    - Coat
    - Lunch box (if required)
    - Water bottle (clearly labelled)
    - Medical equipment including inhalers and epipens (if required)
    - School bag
    - Snacks for breaktime
    - No other items will be allowed on the school site (including stationery and sports equipment)
12. If a child is late, they will need to access school from the main entrance. Parents or carers will not be granted access in the front reception. A member of the school office team will escort the child to their assigned room.

Expectations for parents

1. Parents are encouraged to talk positively about returning to school.
2. Parents will arrive at the assigned arrival and dismissal time.
3. Parents will enter the playground via the Arden Road school gates.
4. Parents are encouraged not to bring their children to school via public transport where possible.
5. Parents will not be allowed to enter the school building unless arranged by the school.
From September school will be compulsory again for ALL children in line with government guidance.

We are working in partnership with parents and Birmingham City Council to encourage children back into school following several very difficult months for parents and schools. We would like to thank parents for the work you have done in ensuring your children have received education during this period.

In March when the coronavirus (COVID-19) outbreak was increasing, the government made it clear that no parent would be penalised or sanctioned for their child’s non-attendance at school. Schools were then closed to all but a specific group of pupils; those of key workers and vulnerable children.

Now the circumstances have changed, it is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on their education, wellbeing and wider development. We know that children have missed being with their friends and the wider social aspects of school.

Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in both primary and secondary school. School attendance is therefore compulsory again from the beginning of the autumn term.

This means from September 2020, the usual rules on school attendance apply, including:

- parents’ duty to send their child to school regularly where they are of compulsory school age;
- schools’ responsibilities to record attendance and follow up absence
- the availability of local authorities to use legal sanctions, including penalty notices and prosecution in court.
- Shielding advice for all adults and children will pause on 1 August, subject to a continued decline in the rates of community transmission of coronavirus (COVID-19). This means that even the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding.
- Some pupils no longer required to shield but who generally remain under the care of a specialist health professional may need to discuss their care with their health professional before returning to school in September (usually at their next planned clinical appointment).
- Please be aware that school will need a letter from a health professional to be able to authorise absence for shielding.
If you are worried about your child attending school the first port of call is to discuss your concerns with the school directly. The school has specialist staff who may be able to help, and all schools work closely with health and council teams who may also be able to help if needed.

*In addition, this is not the time to take your child out of school for a family holiday or other term time leave. It is unlikely that any leave will be authorised by the Head Teacher after so much enforced absence from school. The more your child is in school, the more they will catch up.*

Family emergencies need careful consideration. It is not always appropriate or in the best interests of the child to miss school for emergencies which are being dealt with by adult family members.

No school or local authority wants to take legal action, and every attempt to resolve parents’ concerns and improve a child’s attendance will be made before any formal action is considered.

After so much disruption to your child’s education over recent months, the most important thing is that the school and parents work together to get children back into school.

**WHEN NOT TO SEND YOUR CHILD INTO SCHOOL**

As set out in the government guidance, all children are expected to attend school unless they are unwell; self-isolating or have symptoms; have had a positive result or have had close contact with someone who has Coronavirus.

**PLEASE DO NOT SEND YOUR CHILD INTO SCHOOL IF THEY, OR ANYONE LIVING IN YOUR HOUSEHOLD, IS DISPLAYING ANY SYMPTOMS ASSOCIATED WITH COVID-19 OR IF THEY ARE UNWELL IN ANY WAY.**

Covid-19 Symptoms:

- high temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature)
- a 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)
- a 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

Please work closely with us by keeping school well informed about your child’s health and attendance. We must insist that we have two working emergency contact numbers for each child. Please contact the school office to provide these if you haven’t already done so. Any changes to address or contact details should also be communicated to the school immediately. All parents and carers are expected to observe and comply with the measures in place.
WHAT HAPPENS IF YOUR CHILD BECOMES UNWELL AT SCHOOL

Clear procedures are in place should any child become ill or begin displaying Covid-19 symptoms whilst in school. These are as follows:

1. The child will be taken from their classroom and will wait in the first aid isolation room in school.
2. They will be supervised by our School Nurse or trained first aider. Please be aware that it will be necessary to take their temperature.
3. Parents will be called and asked to collect their child immediately.
4. Parents should keep the school informed regarding their child’s health and returning to school.

Should the plans outlined here change significantly at any time during the summer holiday, this will be communicated via ParentMail, our school website and Twitter page.

Your child’s current class teacher will be making their final telephone contact during the middle of the summer break to speak to your child and answer any questions.

We thank you for your continued support and look forward to welcoming all of our children back to school.

Please stay safe.