



Lunsford Primary School

26 May 2020

Dear Parents and Carers,

I hope that you and your families remain safe and well and that your children have had the opportunity to enjoy the lovely sunshine over the past few days.

Please find below a comprehensive outline of our plans for wider opening. I am sure you will appreciate that there is a lot of detailed work to undertake to ensure these plans are fully thought through and all the appropriate preventative measures to address risk are in place. This work continued all last week and will be continuing this week for senior leaders and key staff in consultation with Governors as we prepare our risk management procedures and ensure the school site is made ready.

You will be aware that there is much discussion in the press and more broadly around the plans for wider school opening with many expressing understandable concerns given the extended period that this country has been in lockdown and schools have only been open to such a limited degree only for key worker and vulnerable children. I must emphasise once again that the safety and wellbeing of staff and students is our highest priority and sits at the heart of all our planning decision making. Whilst we are preparing for our wider opening from Tuesday 2nd June, the final decision will be made this week by the Governors of Lunsford Primary School following revised guidance from the Government, taking account of SAGE informed scientific guidance, a thorough review of the School's risk assessment and the practical strategies in place to address risk.

Thank you so much for your responses to the survey that was sent out last week. Based on the survey responses and in accordance with official guidance, we have planned a return to school for Years R and Year 6 only at this time. Key Worker children from Years 1 – 5 will continue to attend as they have done, although based on the responses we have had, we anticipate these numbers increasing. We will split these Key Worker Children into three groups and these children will have the longest school day.

The plan proceeds as follows:

1st June – LUNSFORD SCHOOL CLOSED TO ALL CHILDREN

We will be using this time to share new safety procedures that need to be put into place and undergo additional training e.g. for use of PPE. **Therefore, the school will unfortunately need to be closed to ALL children including Key Worker children on this date.** We apologise for any inconvenience caused but I am sure you will appreciate the enormity of the task in hand and the importance of the health and safety of all children and all members of staff.

2nd June – LUNSFORD SCHOOL OPEN TO KEY WORKER CHILDREN, YEAR 6 CHILDREN AND RECEPTION CHILDREN.

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Class Organisation:

Official guidance states that we have classes of no more than 15 children, and fewer than that if classrooms are physically smaller. We have, therefore, organised our structure into '**bubbles**'.

Bubble – A set group of children and adults that will stay together throughout the day as much as is possible. This will contain no more than 15 children. Bubbles have been organised by class teachers and the senior leadership team. We have also considered the medical needs of children when grouping them. Once these bubbles are set, we will not be in the position to change them.

The School Day:

The school day will be staggered to avoid overcrowding at drop off times, break times, lunch times and pick up times. Further details on all of these timings for specific groups/pupils will be sent out shortly.

Children will be **dropped off** between 8:30am and 9:00am and the school will operate a one-way system to maintain social distancing (see below).

Break times will be staggered so 'bubbles' do not come into contact with each other.

Lunches will be eaten in the hall but the times will be staggered. Social distancing measures have been organized to ensure there will not be a mixing of bubbles. Between settings, tables will be cleaned before the next setting is ready to commence. Children will have a lunch break outside within their 'bubble' with their designated teacher and teacher assistant.

Finishing times will also be staggered (between 2:45pm and 3:15pm) and the school will operate the same one-way system as at drop off.

On Wednesdays, to allow for additional thorough cleaning and to allow staff preparation time for the following week, the school will only be open to those children in Key Worker Bubbles.

Drop-off/Pick up:

When **dropping off**, you will be greeted by a member of staff at the appropriate drop off point depending on the bubble your child is in. Your child will then be directed to their classroom by a member of their bubble. There will be additional staff on the first few days to help support the children with this. We know this will feel less friendly than before but for everybody's safety we must limit numbers of people entering the site.

When picking up and dropping off, one parent/carer per family only is permitted onto the site. If you do need to bring younger siblings with you, they must remain with you at all times. No bikes or scooters must be brought onto the school site. No parents will be permitted to enter the school building and the office should be contacted via email or phone.



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There will be a clear one-way system for every bubble. You must adhere to the staggered timings for drop off and pick up to ensure the maintained safety of all.

Parents must enter the school site via the Lunsford Main Entrance gate on Swallow Road.

Parents must exit the school site via the side gate on Eagle Close. It is imperative that parents take responsibility for ensuring they social distance from each other when they enter and exit the school site, as well as on the respective playgrounds they are assigned to.

You must not use the Brookfield Main Entrance Gate on Swallow Road as this will be used exclusively by Brookfield children and parents.

At both ends of the day we ask you to be patient and continue to maintain distancing at all times on the school premises. Staff will do our best to police this system. Please do not stop to chat while on site or outside the school.

Provision for children of Key Workers and for Vulnerable pupils will continue up to and including Friday 29th May. As stated earlier the school site will be closed to all pupils including children of Key Workers and vulnerable pupils on Monday 1st June. Provision will resume for the children of Key Workers on the Lunsford Primary School site on Tuesday 2nd June regardless of the decision on wider opening.

I hope that all of our pupils will be able to enjoy a break from their Home Learning over the holiday so they are fully refreshed. I am acutely conscious that the demands placed on staff over the last term have been significant as they support students in their home learning, work with Key Worker children in school, develop new learning materials, seek creative ways to work collaboratively and respond to parents and carers. They are doing all this whilst juggling, as you are, the challenges of managing their own families at home so I would like to express my thanks to them all.

Thank you for your continued support in these difficult times.

Gary Anscombe
Headteacher