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Co-op Academy  
Princeville

## September Return

Monday 24th August, 2020

Dear parents/carers

We've worked really hard over the past few weeks to plan for a safe and organised return to our new normal in September. We're really looking forward to seeing you all; we've missed you!

Before I share the details of our return with you, I just want to share a few key pieces of information (I will write in more detail about these things separately):

- As we were not fully open in July, we've decided to hold our transition day on Friday 4th September, during our teacher training day. We think this will help us all to ease back into school after recent disruption.
- We are looking forward to seeing children wearing our new uniform, but we know things have been difficult recently. We have decided to use the money we raised selling our old buses to buy every child a new school jumper. We hope this helps.
- We really needed more parking for visitors and staff, and we have created this on Irton Street (the cobbled area off Willowfield Street), which means there will be less parking for collection and drop-off times. I have started to cycle to work, and I am asking my colleagues to avoid bringing their cars where possible. I'd be really grateful if you could walk to school as often as possible too.

In September, things will be different, but we have tried to make things as safe as possible. We'll need your support in September, to make things run safely and smoothly.

### Pick-up and Drop-off routines

It's more important than ever that we're on time. We'll need year groups to begin and end the school day at different times.

Arrive late?

You won't be able to come through the school office. Instead you will need to wait with your child outside their classroom door.

Children in different year groups?

You'll need to drop off those in the 8:45 slot first and wait in the playground to drop off other children.

Different year groups begin and end the school day at different times. We really need you to be on time for your allocated time; children who are late will not be able to come through the school office, and will instead have to wait outside their classroom door with a parent, to be collected by staff. If you have children in multiple year groups you will need to drop off those in the 8:45 slot first then wait in the playground to drop off siblings.

Year Group	Drop-off	Collect	Location
Talking Twos AM	9:00am	11:45pm	Talking Twos
Talking Twos PM	12:45pm	3:15pm	Talking Twos
Nursery AM	9:00am	11:45pm	Nursery
Nursery PM	12:45am	3:15pm	Nursery
Reception	9:15am	3:15pm	Reception
Year 1	8:45am	2:55pm	Year 1
Year 2	9:00am	3:05pm	Year 2
Year 3	8:45am	2:55pm	Gym Door
Year 4	9:00am	3:05pm	Staffroom Door
Year 5	9:00am	3:05pm	Gym Door
Year 6	8:45am	2:55pm	Year 6

### One-way system

A one-way system is in place.

Entrances to the site are located on Willowfield Street (Years 3, 4, 5 and 6) Irton Street (Talking Twos, Nursery and Reception) and Princeville Street (Year 1 and 2).

Exit will only be via the drive gates on Willowfield Street, and the main gate on Princeville Street.

Please follow the signs at all times, use hand sanitiser, and observe social distancing.

In order to ensure our pupils and staff remain as safe as possible, we will not be allowing parents into the building unless they have a prior appointment.

### Parking

We will be placing bollards around the entrances to ensure that we can all maintain social distancing.

### Cleaning procedures

All classrooms continue to be cleaned thoroughly at the end of each day. In addition, we have introduced cleaning routines which take place regularly within the school day. These measures are on top of limited movement around the building

### Working in a 'bubble'

We're going to keep working in bubbles. This is a group of children from the same class, who will stay together during the day.

Each bubble has the same staff members every day (teachers, teaching assistants, midday supervisors). And everything during the school day is done in this bubble – classroom work, playtimes at staggered times and lunchtimes too.

These groups won't work with the other bubbles to make sure we're keeping contact to a minimum. If anyone from the bubble develop symptoms of Covid-19, the entire bubble may need to self-isolate for 14 days.

Your child will remain in their own class, with consistent adults; their class will be grouped with other classes in the year group, this is their 'bubble'. Each bubble has the same staff members (teachers, teaching assistants, midday supervisors) every day. The steps we have taken ensure that each bubble will not mix with any other bubble. Everything during the school day is done in this bubble – classroom work, playtimes at staggered times and lunchtimes too. If any member (staff or pupil) of the bubble develop symptoms of Covid-19, the entire bubble may need to self-isolate for 14 days.

### Hygiene

We have handwashing facilities and good supplies of soap and paper towels. Children will be guided to wash their hands on entry to school, at the start and end of outdoor play, before eating and before returning home as a minimum. Tissues are available in all classrooms.

- ✗ No toys or personal belongings can be brought to school.
- ✓ Children need to wear school uniform from September.
- ✓ Please send children with a book bag, coat, sun hat and packed lunch if required. Apply sun-cream before school, we won't be able to apply it for them.

### Lunches

For the first two weeks, children may bring their own packed lunches or school can provide one. Packed lunches will be delivered to classrooms from the kitchen and eaten in classrooms. They're free for children in Reception, years 1 and year 2. In years 3 to 6, packed lunches will be free for those children who receive free school meals, and will be charged at the usual school meal cost for everyone else. We'll be unable to accept cash payments.

After the initial two week period, we will be reintroducing a limited hot lunch arrangement.

### Curriculum

Children in all year groups will follow a full, broad curriculum. New curriculum maps and timetables will be posted on the school website over Summer. Weekly PE lessons will take place in all year groups so PE kit is required. Swimming lessons for year 4 will not take place in the Autumn term and we are hoping that these will be rearranged for after Christmas. Some aspects of provision in the early years (e.g playdough, sand ) will not be available but children in Nursery and Reception will have access to play based learning both inside and outside.

### Covid-19 symptoms and track and trace

If anyone in your household has symptoms of COVID-19 (continuous cough, fever and loss or change in sense of smell or taste) you should all stay at home and immediately arrange for the person to be tested. Visit [www.nhs.uk/coronavirus/](http://www.nhs.uk/coronavirus/) to arrange a test. If you are contacted by NHS Test and Trace service and told you or your household member has been in contact with someone with COVID-19, you should follow their advice to self-isolate to protect yourself and others.

Please let school know if your child is staying at home because someone in your household has symptoms or they are identified as a contact. If your child is unwell, please keep them off school and inform us if they are displaying any COVID-19 symptoms of: high temperature *or* new, continuous cough *or* loss or change to sense of smell or taste.

Yours Sincerely,

*R. Lewis*

Mr Ryan Lewis  
Headteacher