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Broom Barns Primary School

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Deputy Head:
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Assistant Head:
Mrs L Hogan

14/07/2020

Dear Parents/Carers,

We made it! This has truly been a year for the record books. In some ways, it has been the most memorable year of our lives and in others it has been one of the most challenging. We know how hard this has been for our pupils, families and teachers.

As we come to the end of this year I would like to share with you a few updates. I am delighted to announce that we are able to welcome back all of our children in September on a full time basis. Gavin Williamson (Education Secretary) has made it clear that the expectation is that **all** children must attend school in September. The purpose of this letter is to inform you, as much as possible, of the safety measures that have been put in place to help provide a picture of what school will look like for your child when they return. I apologise for the length of this communication but I wanted to provide you with as much information as possible. Please read through the whole letter carefully as it contains **vital** information to help make the return successful for all.

I have recently received guidance from the Department for Education (DfE), and been able to complete a risk assessment provided by the County Council. This has enabled me to put together a more detailed plan of how we might best manage the full reopening.

The first week back in September we will concentrate on settling the children back and putting their minds at rest, PSHE, well-being and teaching them to use Google Classroom.

One-way System

No parking/driving on site unless staff. The one-way system will still be in place when entering/leaving the school. Everyone (without exception) must enter via the drive gate and exit via the pedestrian gate in Six Hills Way. Internal gates will be locked to facilitate this. Please see guide attached.

NEW TIMES - Drop-off and collection times will be staggered.

Where possible, Y6 and Y5 pupils are to be left at the top of the drive and walk in on their own. Nursery to Year 6 - Your child may have a different start or end time than our normal school timings. These 5 minute slots must be adhered to in order to keep the number of adults on site to a bare minimum.

Main Parent Surname Starts with;

A to G – children to arrive at school 8.45 and need to be collected at 3.10 (11.50 Nursery).

H to O – children to arrive at school 8.50 and need to be collected at 3.15 (11.55 Nursery).

P to Z – children to arrive at school 8.55 and need to be collected at 3.20 (12.00 Nursery).

Please allow sufficient time to go around the one-way system with social distancing, as everyone must adhere to both of these measures.

Distancing

The emphasis is very much on protecting adults in the community and limiting as much as possible the number of people they are coming into contact with. Adults are encouraged to remain 2 metres apart from each other wherever possible. This will significantly increase our chance of keeping Broom Barns a safe place for all.

Parent/Carer on Site

Adults are still required to follow the general social distancing rules. **Only one adult per family group to escort their child to/from school.** Parents/carers **must leave the site immediately after dropping their child.** They must not gather at the school gates. You should not enter the school building without a pre-arranged appointment. If you wish to communicate some information regarding your child please contact the school office via email (admin@broombarns.herts.sch.uk), text (01438 300021) or telephone (01438 354913). At the end of the day, you must not arrive before your allocated collection time and need to exit the site as soon as you have collected your child.

Breaks and Lunches

Breaks and lunches will be staggered. This will enable us to limit the number of children on the playground and in the dining room at any one time. **School meals will need to be ordered in advance in the usual way via the online ordering system – School Grid.**

Classes

There will be some changes within the school. In the majority of classes the tables will be in rows, all facing the front of the class, with children seated in pairs side by side (DfE guidance).

We will continue to teach a broad and balanced curriculum. We will spend the first few weeks working with the children to pinpoint any potential gaps in their learning. Teachers have already looked closely at their planning and what might need to be revisited or recapped from the previous academic year. We will use all of this information to tailor our teaching to meet the needs of your child be they educational, social or emotional. There will be an opportunity for the children to talk about and share their learning during lockdown with their teachers. We feel it is really important that they get the recognition they deserve for their achievements over the last few months. This could be from the work set by us or a new skill acquired.

Pupils must bring in:

- Book bags – **no large rucksacks.**
- Lunch boxes
- Coats/hats
- Named water bottle
- P.E. kits including warm clothes for outdoors, as P.E. will be outside in all weathers.
- Please be aware children are **not** to bring in pencil cases or stationary as this will be supplied by school.

Hygiene

We will continue to ensure handwashing/hand sanitising and hygiene routines continue. Pupils will be reminded to 'catch it, kill it, bin it' when coughing or sneezing. We ask that parents work with us in helping their children to understand why we have put all of our hygiene and safety measures in place and that they reinforce these at home.

Rooms, equipment and frequently touched surfaces will be cleaned thoroughly at the end of each day. Door handles, light switches, toilet flushes will be cleaned at regular intervals throughout the day.

Uniform

School uniform **must** be worn and long hair tied back as normal.

Medication

Please ensure that your child has all required medication such as asthma pumps and epipens in school. These must be in date, have the prescription label with their names and with the relevant paperwork included. Ideally, these should also be brought in plastic packs/wallets.

Illness

All families must be ready and willing to engage with the 'NHS Test and Trace' process. Children must not be sent to school if they have a cough/temperature/feel unwell and if any child shows any of these symptoms in school will need to be collected immediately.

If a child or adult were to show symptoms and subsequently test positive for Covid 19, they must self-isolate for 7 days. The rest of children and adults in the bubble must also self-isolate for 14 days. Anyone who displays symptoms of Covid-19 can and should get tested.

If you require a test please go to: <https://www.nhs.uk/conditions/coronavirus-covid-19/testing-and-tracing/get-an-antigen-test-to-check-if-you-have-coronavirus/>

Attendance

School attendance will be mandatory from the beginning of the autumn term therefore normal attendance rules will apply, no child should be arriving after their given start time. Good attendance and punctuality is essential to catch up, make progress and promote well-being.

Remote Education

In September, we will be introducing the children to Google Classroom. A PowerPoint guide will be sent to help parents/carers access this. If a child is unable to attend school due to isolation, we will offer remote education via Google Classroom which will be monitored and marked by teachers.

Clubs

Breakfast club starts at 7.50am on Wednesday 2nd September.

Y5/Y6 Breakfast Booster Club starts at 8.00am on Monday 7th September.

At both of these clubs, pupils will be on separate tables according to their bubble.

After school clubs will resume week beginning 7th September. Miss Harris' clubs will be socially distanced in the dining room where possible. Sports clubs will also resume week beginning 7th September – please note some of these clubs have been changed due to new guidance.

Government

We all hope the need for these restrictions will be relaxed soon but until they are we appreciate everyone's patience.

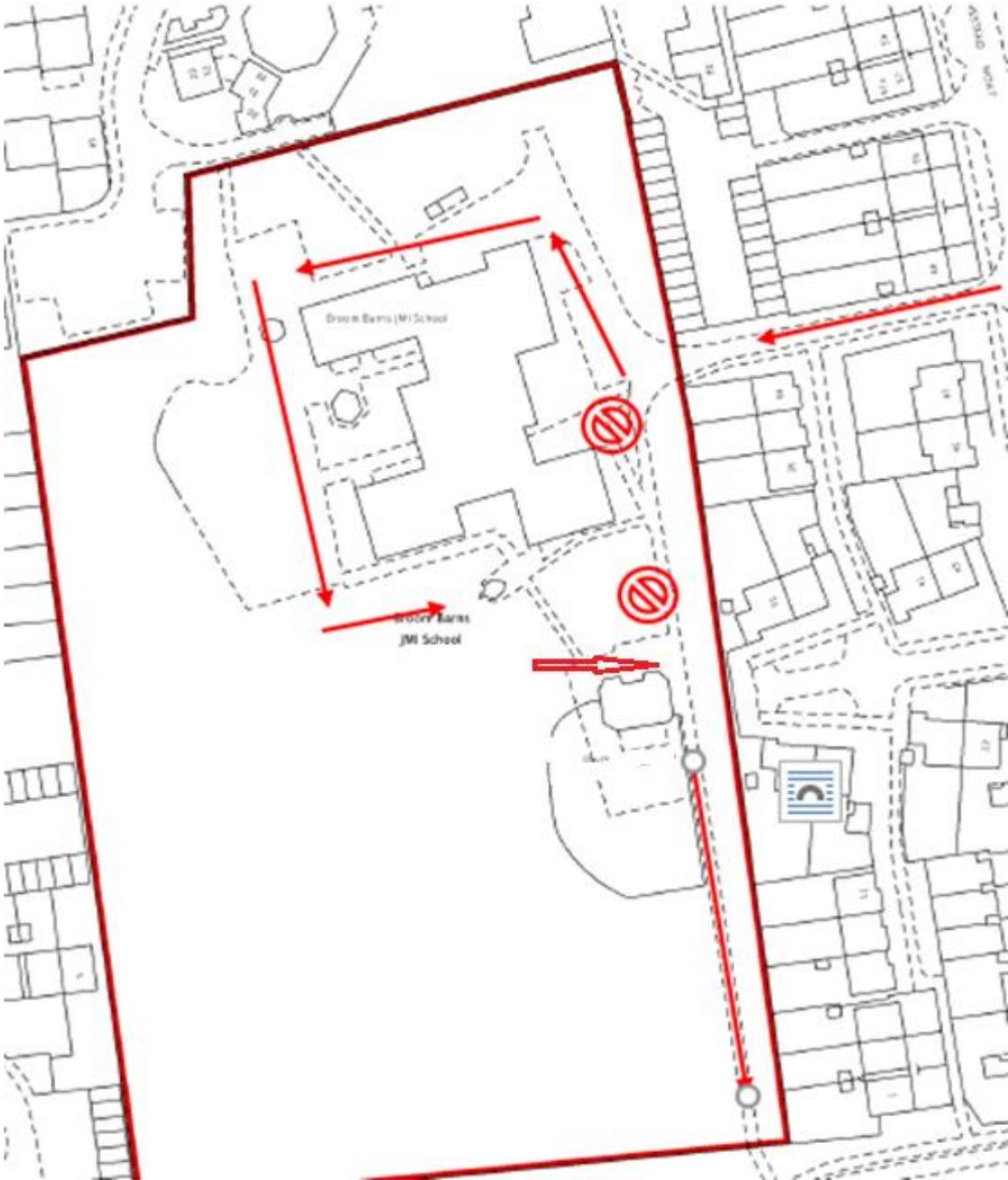
Please be assured that we have your child's best interests at the heart of all we do and we will continue to work with you to meet the needs of your child both educationally, socially and emotionally. We have the most amazing staff, children and parents. If anyone can do it, we can!

Have a restful and enjoyable summer and we look forward to seeing you all on the Wednesday 2nd September.

Yours sincerely

Mrs Carrant

Mrs Carrant
Headteacher



**ENTRANCE
ONLY**
Homestead
Moat

**EXIT
ONLY**
Six Hills
Way