

BONNEVILLE



PRIMARY SCHOOL

Success for today, prepared for tomorrow

Wednesday 20th May 2020

Dear Parents/ Carers,

I hope you are all well.

It has been an interesting few weeks, where we have had to shift our focus on responding, suitably, to the latest recommendations from the government on the 'Actions for education and childcare settings to prepare for wider opening from 1st June 2020'. I write to update you with some reasoning on the approach we have adopted so far, our forward thinking, and where we are in our strategy.

Strategy

a) Staffing capacity

We have carried out staff surveys and conducted 121 meetings where appropriate. This has enabled us to gauge our capacity and availability over time. This has also been used as a means to support staff wellbeing.

b) Parental demand

Last week's survey was sent to provide us with an initial benchmark on the school community's feelings towards returning children to school. This was useful in supporting us with our initial planning. From that survey, we have decided that **Nursery aged children will not be invited to return during the week commencing June 1st**. Please note, Nursery is not a compulsory education year group. This will enable us to add capacity in week one, to better prepare the school community for week two.

c) Practicability and viability

To maximise practicability and viability, we endeavour to manage a staggered approach to the children's and staff members' arrivals each day. To do this, we will be **inviting parents every Thursday, between 8.30am and 5pm to indicate if their child(ren) will be attending school the following week, in a weekly survey**. You will receive acknowledgement of your intent and your child(ren)'s start time(s) on Fridays by 4pm, by return email from the Administrative Team.

With this information, and using our staff survey outcomes, we will plan a staffing model appropriate to the capacity that has been requested by parents, on a weekly basis.

This way, we can minimise viral transmission opportunities as there will be fewer people on the premises. The first parent survey will be issued on Thursday 21st May. You will receive additional documents to help you make that decision, so read on!

d) Planning

To support you in making your decision, you will be sent the school's full Risk Assessment document, where we have considered the different aspects of day to day school life and administration, in line with the government guidance. The Risk Assessment has already been reviewed by SLT and governors, and will be shared with staff and the wider community on Thursday 21st May.

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INSET (Monday 1st June & Tuesday 2nd June)

We will be managing two staff INSET days to best prepare for the children's return.

Monday- Online Training

(Health & Safety, Safeguarding, COVID-19 signs and symptoms, School Risk Assessment, Fire Evacuation, Pupil, Parent and Staff Principles, Trauma, to mention a few)

Tuesday- Premises preparation

'Bubbles'

To best enable social distancing within the geography of the school, children will be allocated to learning 'Bubbles' of no more than 15 pupils. Each 'Bubble' will have a lead and a designated classroom. Within the 'Bubbles', children will have their own desk and stationery resources for their continued use throughout the week. The daily plan has been timetabled so 'Bubbles' do not mix with other children or other adults. This way, we can accurately track pupil to pupil, and pupil to adult, contact. It is vital that the concept of the 'Bubbles' is preserved. The weekly parent attendance survey will indicate how many 'Bubbles' we will need to plan for the following week.

Staggered starts

Working within the geography of our school, we will manage a staggered start and end to the day.

Currently, we are working on the basis with a maximum of 3 'Bubbles' per year group.

Reception

Will meet their Bubble Lead at the large blue gate providing access directly into the Year 5&6 playground. A gate we never usually use.

Reception	Bubble A	Bubble B	Bubble C
Start Time	9.00am	9.25am	9.50am
End Time	2.50pm	3.15pm	3.40pm
Friday end of day	12:35pm	1.00pm	1.25pm

Year 1

Will meet their Bubble Lead at the black drive-in entrance gate.

Year 1	Bubble A	Bubble B	Bubble C
Start Time	9.00am	9.25am	9.50am
End Time	2.50pm	3.15pm	3.40pm
Friday end of day	12:35pm	1.00pm	1.25pm

Year 6

Will meet their Bubble Lead at the main entrance gate.

Year 6	Bubble A	Bubble B	Bubble C
Start Time	9.00am	9.25am	9.50am
End Time	2.50pm	3.15pm	3.40pm
Friday end of day	12:35pm	1.00pm	1.25pm

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Do not worry, all entrances, and social distancing guidelines, will be very clearly marked.

On Fridays, school will end earlier for pupils, to facilitate Preparation, Planning and Administration (PPA) time for staff. PPA is the statutory planning time allocated to teachers. This is usually covered by other teachers; however, as we must preserve the 'Bubbles' for safeguarding purposes, we are unable to do this. We will also use this time to enable a longer end of week clean.

Again, as we will be unable to preserve our 'Bubbles' there will be no Reading Café, Carry on Café or After School enrichment activities at the end of the school.

Key points of the Daily Timetable

- Three teaching sessions per day (Maths, English Writing, and Reading, Foundation, PSHE or Spanish)
- Spanish will be delivered by conference call to maximise the quality of delivery and reduce onsite staffing.
- Timetabled handwashing and toilet use after each session
- Daily Story time
- School meals/packed lunch in classrooms at children's desks
- Timetabled outdoor play overseen by their Bubble Lead
- To cover staff breaks, there will be socially distanced (2 meters from the 'Bubble') staff supervising

How working together, we can make this work?

We will be requiring our full community to adhere to some key principles as defined in our 'Pupil Behaviour Principles', 'Parent Principles' and 'Staff Principles'. The 'Pupil Behaviour Principles', as advised by the government, will be adopted as part of the school's behaviour policy. All documents will be shared with you on Thursday.

Some of our considerations

- Twin pupils will be placed in the same 'Bubble'
- We will be focussing our planning on the use of outdoor learning being maximised for Reception and Year 1

Virtual School

The Virtual School uploads will continue, including for year groups expected to be on site. That way, should you wish to keep your children at home, you will continue to have the same resources to support them that are being used in school.

We are trying our very best to meet the needs of our children and maximise, as far as possible, parent choice. This has been incredibly challenging and will continue to be so. Please be mindful that we all have our anxieties associated to the pupils' return during this pandemic. We are all experiencing hard decisions and challenges with negotiating and prioritising health, work and family life and we are trying very hard to pull together to do the very best we can.

Our ultimate priority is in our due diligence around pupil safety. Where perimeters around this cannot be met, and risks heighten above what is deemed to be tolerable, trivial or unmanageable within the staffing and resources we have access to at the time, I will instigate the part or full closure of the school without reservation.

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We are following the guidance and making our best endeavours to make this work, with a view that we have no real idea for how long these changes will be in place, or what changes will, in fact, be long lasting adaptations to the way we do things in the future.

This information may very well have raised more questions for you. Please hold tight until you receive the following documents, which should provide more clarity on our planning.

Key Documents coming your way:

- Risk Assessment (including outline of processes)
- Pupil Behaviour Principles
- Parent Principles
- Staff Principles
- Attendance Survey

I never usually make mention of plans that we may not be able to fulfil. However, with so many unknowns during this current climate, I am keen for you to know that the intention and will is there. If we can make it work within the short time we have, we will endeavour to schedule a live conference meeting for all parents to join, should you wish, on a short presentation of the Risk Assessment.

Please remember, all previous letters can be found on the school's website under our COVID-19 tab.

Keep safe and I will keep in touch.

Regards,



Ms. A. Parker
Lead Headteacher