

Friday 22<sup>nd</sup> May 2020

Dear Parents/Carers of Ecclesall Primary School children,

We are writing to provide you with information regarding increasing the number of places at Ecclesall Primary School from Monday 1<sup>st</sup> June. As you are aware, we have been spending a lot of time planning and organising how we can achieve this. Most importantly, all of our decisions are being made taking into account the well-being and safety of all our children and staff.

As yet, no final decision has been made about expanding the provision in schools by the Government and we will not have a final decision from them, in all likelihood, until Thursday 28<sup>th</sup> May. This will not give us a lot of time to react. Government guidance changes rapidly and is updated often every few days. We are, however, planning as if we will expand provision. We also have a daily update from the Local Authority and advice from Public Health England supporting us with all this.

As part of our planning process, last week we asked firstly our key workers and then our Reception, Y1 and Y6 parents/carers to complete a survey regarding their intention to send their child back to school if 1<sup>st</sup> June was an option. The number of key workers needing places has increased dramatically. We anticipate that this number will continue to rise further due to the widening definition of key workers and the fact that a lot of education staff are now having to return to work in school.

Below is important information linked to our increase of places if we are allowed and able to open.

**1. Ecclesall Kids Club will not be able to provide any wrap around care, neither breakfast club nor after school club.** This is because the children must, whilst in school, stay with the children in their group (their bubble) and with specific adults. They must not mix at any time. Kids club are also sending communication to their parents/carers with more information about their decision. School will not be able to look after any children before or after school.

**2. Stages of return:**

**The following is subject to change based on Government guidance and how the school has coped in the first week linked to staffing.**

**Stage 1:** We will, in order to ensure a safe, secure and organised return to school, have to stagger the return, starting on **Monday 1<sup>st</sup> June with only key worker and vulnerable children for week 1** and possibly for the second week too (week commencing Mon 8<sup>th</sup> June) if necessary.

**Stage 2:** On Monday 8<sup>th</sup> June, we may, if things have gone smoothly and we are content that the safety of pupils and staff is secure, admit more **Y6 children** that have requested a place. However,

this will mean another 3 bubbles of children totalling 18 bubbles so this depends on staffing levels. We will keep you informed of any developments.

**Stage 3:** We may, if we have capacity, admit more **Reception children** that require a place. However, at present, this is looking unlikely due to our inability to staff it and the availability of spare rooms.

**Stage 4:** Then we may, if we have capacity, admit more **Y1 children** that require a place. However, at present, this is also looking unlikely due to our inability to staff it and the availability of spare rooms.

**3. Bubbles/small groupings of no more than 15 children:**

For Stage 1, there will be **15 bubbles of key worker children** to introduce to new school routines including **social distancing of 2 metres** during that week.

Because of the numbers, the need to maintain bubbles of no more than 15 children and difficulties with staffing along with the need to meet the needs of key worker and vulnerable children first, classes will have to be mixed. **This is in addition to some children not being in their usual classroom or a different part of our school building and possibly not with their usual class teacher or a teacher/ TA from their year group.** Our ambition is to have smaller bubble sizes than 15 if at all possible.

Each bubble will have different indoor and outdoor sessions timetabled through the day. **They will not be able to mix with any other bubble at any point of the day.** Books, bags and equipment must stay in school and must not be taken home and then brought back. Children will have stationery for their sole use. Reading books will not be sent home and children should not be bringing books into school each day.

**4. Lunchtime:**

School dinners will be a grab bag packed lunch only – no hot meals or you can provide your own packed lunch in a labelled, plastic box that has been thoroughly cleaned before it is brought to school. These grab bags will be delivered to each classroom door and each bubble will eat in their own classroom with their adult or weather dependent, outside in a zoned area with their bubble and adult. This is to avoid mixing of bubbles. Water bottles: please give these a thorough clean each day at home before and after being at school.

**5. Clothing:**

We are asking all children to wear their school jumper/cardigan if possible please and either PE joggers/leggings/jeans/shorts etc. Following Government guidance, all clothing should be washed at the end of the day and children should not wear the same clothes on two consecutive days if they have not been washed.

#### **6. Staff absence**

Staffing will be pushed to its absolute limit. Any staff absence will mean that we will not be able to have all groups in school.

#### **7. Staggered timings:**

Parents **must** stick to the timetables given for entry and exit to the site.

This will start at 8:45am in the morning for some bubbles to arrive and finishing at 9:15am for others. In the afternoon, we will begin sending children home from 14:45pm and finish the process by 15:20pm. We are considering a one entry system where children will enter the school via the High Storrs entrance down the driveway to their designated area and then parents who are bringing their children to the outside part of the building will then exit via the Huntley Road exit. This will help adults and children to socially distance more easily. At home time, please enter again via the High Storrs entrance and then leave with your child via the Huntley Road exit. Parents will not be allowed on site apart from the outside school grounds to drop off and collect and may only attend the front desk by appointment. Please leave the school grounds immediately to avoid too many adults on site at once. Children will only be able to use entry and exit points to the building that are specific to their bubble and only specific toilets. More information will be provided in a separate letter to key workers before Monday 1<sup>st</sup> June.

#### **8. PPE:**

Some staff may wear PPE – a mask and/or protective shield and gloves. Some might not.

If a child displays symptoms of Covid-19, the member of staff dealing with them will wear full PPE.

#### **9. Covid-19 symptoms:**

If a child or adult in the bubble develops symptoms of Covid-19, the whole bubble will need to leave our school site and self-isolate until the child/adult has been tested. If the test is negative, the whole bubble can then return to their classroom but if the test is positive, the whole bubble will have to self-isolate for up to 14 days. Siblings of any child/ren who are being tested will also need to be tested.

We have been informed that track and trace will be in place for all confirmed cases of Covid-19 with testing available for all adults and children in school.

#### **10. Thorough cleaning of our school**

From Friday 5th June, **school will be closed every Friday afternoon at 12:30pm for a thorough clean** throughout the school in preparation for the following week. This will also allow teaching and support staff time to plan and prepare for the following week including providing online home learning and resources. Normally a different teacher would cover the class to enable the class teacher to plan and prepare lessons for the following week however, this is no longer possible as each teacher or adult must only work with one bubble of children.

Once other year groups start to be phased into school starting with our Y6 children, school will be closed to those children all day on Friday and only open to key worker children on Friday mornings.

### **11. Online home learning**

We are aiming to continue with our home distance learning as there are many children in all year groups who will not be attending our school during Summer term 2. We will deliver an adapted curriculum to our key worker children attending school. Our online home distance learning via the curriculum section of the EPS website will continue to be available for all children. Please click on the link:

<https://ecclesallprimary.co.uk/curriculum-2/> .

As the vast majority of our staff will be returning to work in school from Monday 1<sup>st</sup> June, we will not be able to reply as quickly to **year group emails** for children continuing to learn from home.

**12. Key Workers:** During the half term holiday, we will inform you which member of staff your child will be with and the time we need you to arrive on Monday 1<sup>st</sup> June as soon as we are able to finalise this.

If you no longer require a key worker place, please email to [enquiries@ecclesall.sheffield.sch.uk](mailto:enquiries@ecclesall.sheffield.sch.uk).

Thank you for taking the time to read all this information. We know what an incredibly difficult time this is for everyone and really appreciate how understanding you have all been. As I have said each time on my Head Teacher videos, we greatly miss all our children and are desperate for Ecclesall Primary School to be able to function as it did before this all happened. "Happy Children, Happy School, Learning Together, Growing Together".

I would like to greatly thank all my wonderful, caring, hardworking staff and governors for everything over these last two months but also to all our parents/carers and children. Thank you so much for all the positive emails and personal thanks. It really does help and keep us all going! We hope you are all well and are thinking about you, your children and your families.

Kind Regards

Emma Hardy

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Ecclesall Primary School

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Deputy Head Teacher

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