

Dear Parents and Carers,

Returning to School September 2020

We hope this letter finds you well and that you and your family are enjoying the holiday. In line with the government's legal requirement for all children to attend school full time in September, I would like to let you know some details of our plans for welcoming all pupils in all year groups back into school. As we have seen in the last few days, government guidelines are subject to change. Below are our current plans but these may change in light of local or national guidelines.

We have really appreciated the support we have received from parents during a difficult and challenging term. We would ask that you continue to work with us when we re-open in September as we adapt to operating differently. This letter gives an overview of some of the changes that will be put in place in order to keep children, families and staff safe, and to reduce the risk of spreading the virus.

School start dates for children

- Year 2, 4 and 6 will start on Wednesday 9th September 2020
- Year 1, 3 and 5 on Friday 11th September 2020
- Reception and Nursery children have received individual start dates commencing from Wednesday 9th September 2020

Dropping off and picking up

- All classroom doors will be open between 8:40 and 8:55 to allow children to go straight into their classroom.
- Children will be picked up at the times in the table below by one adult only. This is to minimise the number of people on the school site at any one time. **IT IS IMPORTANT THESE TIMINGS ARE STRICTLY KEPT TO.**
- This will continue to be our procedure for arriving and leaving school regardless of the weather conditions.
- The school day timings will be reviewed once all children have settled into school.

Nursery	Reception	KS1 (Y1 and Y2)		LKS2 (Y3 and Y4)		UKS2 (Y5 and Y6)	
Start of the School Day							
8:30	8:40-8:55 arrival	8:40-8:55 arrival		8:40-8:55 arrival		8:40-8:55 arrival	
Access school via the main front gate following the one way system and maintaining social distancing measures	Reception access school via the main front gate following the one way system and maintaining social distancing measures	KS1 access school via the visitors carpark gate following the one way system and maintaining social distancing measures		LKS2 to access school by the rear pedestrian entrance on Dolly Lane		UKS2 access via the Y5 and 6 gate . Y5 and 6 parents should say goodbye to children at the school gate	
End of the School Day							
Nursery 11:30 and 3:30pm	Reception 3:00pm	Year One 2:50pm	Year Two 3:00pm	Year Three 2:55pm	Year Four 3:00pm	Year Six 3:00pm	Year Five 2:55pm
11:30 and 3:30pm Access school via the main gate following the one way system and maintaining social distancing measures	Reception access school via the main gate following the one way system and maintaining social distancing measures	KS1 access school via the Visitors carpark gate following the one way system and maintaining social distancing measures		LKS2 to access school by the rear pedestrian entrance via Dolly Lane		UKS2 access via the Y5 and 6 gate. No Y5 and 6 parents will be allowed on site	

General operation

- We have planned for pupils to be in socially distanced learning bubbles within their year groups
- Children must wear school uniform
- The strict routine of washing and sanitising hands will continue in September
- All children will eat their lunch in the classroom. Reception, Year 1 and Year 2 will have their lunch provided by school. Children in Years 3, 4, 5 and 6 will be required to bring their own packed lunch. Free school meal children will be provided with a school packed lunch.

The Government is due to issue further guidance for whole school re-opening on 11th August. Schools have been advised not to issue further detailed guidance until after this date. Should you have any further questions regarding the above, please email office@shakespeareleeds.org.uk and a member of our team will respond. Our intentions of how our school must operate upon our return will be communicated in more detail in the week beginning August 31st.

Yours sincerely,
Mr Gorton