

Dear Parents and Carers,

Returning to School March 2021

We hope this letter finds you and your family safe and well. In line with the government's legal requirement for **all** children to attend school full time on **Monday March 8th 2021**, I would like to let you know some details of our plans for welcoming all pupils in all year groups back into school. Information from government is very clear; schools should have normal expectations of attendance and any failure to arrive at school on time every day will be followed up following normal school policy.

We have really appreciated the support we have received from parents during a difficult and challenging spring term. This letter gives an overview of some of the control measures that will be put in place in order to keep children, families and staff safe and to reduce the risk of spreading the virus. Support from all parents is key in order to reduce the spread of the virus in our community.

Dropping off and picking up

- All classroom doors will be open at **8:40 for a prompt 8:45 start**.
- We request that **all adults wear a mask** when picking up and dropping off children in line with this all staff will also be wearing a mask at the school gates
- 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 but also to ensure a full timetable for all pupils. **It is important that 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 after Easter

Nursery	Reception	KS1 (Y1 and Y2)	LKS2 (Y3 and Y4)		UKS2 (Y5 and Y6)	
Start of the School Day						
8:30	8:40-8:45 arrival	8:40-8:45 arrival	8:40-8:45 arrival		8:40-8:45 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 3:00pm and 3:30pm	Reception RM/RF 2:55pm Reception RO/RI 3:00pm	KS1 1MH 2L 2F 2:55 1LB 2I 1LH 3:00	Year Three 2:55pm	Year Four 3:00pm	Year Five 2:55pm	Year Six 3:00pm
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 continue to be in socially distanced learning bubbles within their year groups.
- Children must wear school uniform other than on the days Year 3,4,5 and 6 have PE. PE days remain the same and will be circulated in year group newsletters.
- Children in Years 3,4,5 and 6 will sit in rows in the classrooms to support social distancing of adults and reduce aerosol transmission.
- Where appropriate and safe, windows and doors will be opened to ensure good ventilation.
- Some children will eat their lunch in the classrooms and some year group bubbles will eat in the hall. All children who opt to receive a school meal will be offered a hot dinner from the hall.
- There are no sports or academic after school clubs. The After School Care Club will resume from March 8th to enable parents to fulfil work commitments.
- The strict routine of washing and sanitising hands throughout the school day will continue.
- Loaned laptops and dongles need to be returned to the school office on the designated days detailed below. Please note, the limit to the number of people in the reception area is 4. Please check before entering.
 - Tuesday 9th March- Early Years
 - Wednesday 10th- Year 1 and Year 2
 - Thursday 11th- Year 3 and Year 4
 - Friday 12th- Year 5 and Year 6

In preparation for returning to school we have undertaken the Leeds City Council Risk Assessment and followed all the guidance issued by the Government. The Risk assessment is published on the school website. The school family newsletter will be sent out tomorrow afternoon and year group newsletters will be sent out next week detailing our plans around learning. In order for teachers to prepare for Monday there will be no live lessons and feedback on the daily task will be given in school when we return. We look forward to welcoming you all back safely on Monday at 8:40am

Yours sincerely,
Mr Gorton