



Willow Lane Community Primary School

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Dear mums, dads and carers,

RE: 8th March

You will be aware that all children are expected to return to school from the 8th March and you will have many questions about what this will look like. Our systems, procedures and approaches are as similar to those successfully used in the Autumn Term as the latest government guidance allows.

What do I do if anyone in my household feels unwell?

- **If, your child or anyone in your household feels ill then do not attend school.**
- This rule is the same for school staff and visitors.
- Inform school if you or anyone in your household is unwell with symptoms of Covid 19 and engage with the testing procedures. School can advise on how to do this.

Does my child have to attend school?

- Yes. School attendance is mandatory for all children from the 8th March.
- If children are Clinically Extremely Vulnerable and have been issued a 'shielding' letter then they should not attend school at this time. A copy of this letter will need to be shared with the school.
- Our usual attendance procedures will be in place from 8th March.

What do children need to bring?

- Very little. Children will need to bring a coat, their book bag and their packed lunch (if bringing their own).
- Children will wear school uniform.
- On PE days, children will come to school wearing their PE Kit (they can wear track suit etc too) and stay in this kit all day.

How do I drop off my child?

- Drop offs will be staggered to reduce gatherings at the school gates. (08:50 – Y5 & Y6, 08:55 – Y4 & Y3, 09:00 – Y2, Y1 and Reception)
- Families with siblings can drop off children together eg children in Y5 and Y3 would be dropped off at 08:50.
- One parent to drop off children (younger children in buggies etc allowed).
- Parent and children queue at social distance on red path up to main entrance then walk in to the school grounds.



- Parents leave via the gate by the willow tree and children walk around the school to their classroom.

How do I collect my child?

- Collection will be staggered. (3:00 – Y5 & Y6, 3:05 – Y4 & Y3, 3:10 – Y2 & Y1 and 3:15 – Reception)
- Sticking to these times will assist in making this a smooth and safe transition.
- Parents will queue along the red path at social distance, enter the school grounds and leave with their children via the willow tree gate.

What will it look like in my child's classroom?

- All children will be in their class and this will also be referred to as a 'bubble'.
- The children will be taught by their teacher and teaching assistants. They will also be taught by PPA teachers. Adults will social distance from each other and avoid close face to face contact with children.
- The children will stay with their class throughout the day and contact is minimised (eg through no assemblies in the hall and staggered lunch/play) with other bubbles.
- Classrooms are well ventilated with every class having a door to the outside.
- Children will not be socially distancing within a bubble. The government recognises that this is not possible with primary aged children.
- Children from Year 1 to Year 6 will sit at tables and have their own stationery.
- Reception children will have some of their own resources (eg whiteboards and pens) and there will be fixed numbers of children allowed in different areas (eg craft table, role play, outside kitchen etc).
- Equipment and resources can be shared within the bubble. These will be cleaned as needed.

What about reading books?

- Reading is a vital part of children's education and reading at home is key to this.
- Classrooms will have their own selection of books. Children will bring these books home and to school in their book bags.
- When books have been finished, they will be wiped and put aside for 72 hours before being used again.

How are bubbles of children kept apart?

- Staggered drop off and collections with staff ensuring children minimise movement around the school.
- Staggered playtimes (KS2 together and KS1/EY together) with four areas outside which children stay in.
- Lunchtimes are staggered too with children using their own area and with a designated member of welfare staff.
- No communal assemblies/events at this time. Assemblies will be held in classrooms via interactive whiteboard screens.
- Children will have designated toilets for their class. All our toilets are cubicles so these can be used by both boys and girls. One child will be allowed to the toilet at any one time.
- Bubbles may pass briefly in corridors, outside etc.



How is the school being kept clean and hygiene being maintained?

- The school has an enhanced cleaning routine. This includes additional cleaning in the middle and at the end of the day.
- There are cleaning caddies in all classrooms which staff have been trained in.
- Each classroom has cleaning products (eg Milton tablets and buckets) for cleaning class resources.
- As a school **'We wash, we do...'** This includes both handwashing and use of hand gel.
- Staff and visitors are all following hygiene routines and expectations.
- Only essential visitors are attending at this time and they need to follow expectations eg wear a face covering, hand hygiene etc.

What happens if there is a positive case in my child's bubble?

- All 'close contacts' will need to self-isolate for 10 days.
- In our school this will mean a 'bubble closure' whereby all the children and staff linked to a class will be sent home to self-isolate.
- Online Home Learning will be organised if this needs to happen.

Does my child need to bring in their home learning packs?

- Please keep the workbooks and packs at home. These may be needed in the event of a bubble closure.
- Children should bring in any school reading books in their reading bag.

Do children need a face covering?

- No. Children in Secondary Schools continue to need a face covering in communal areas as well as classrooms for a short time but this is not the expectation in primary school.

Are children tested at school?

- No. Secondary School aged children will be taking Lateral Flow Asymptomatic Tests but not Primary aged children.
- Primary School Staff will continue to be tested twice a week at home as per government guidance.

What can I do to prepare my child for school?

- Talk and listen to your child. Whilst many children will be excited some may be understandably nervous too. Most children will have a mixture of both emotions. Explain to them that the situation is seen as safer now hence they can return. They will be returning to the same class, the same children, very similar routines and adults they know who will be with them throughout the week.
- If you are worried about your child's anxieties please get in touch with school so that we can help next week.

Finally, we are all really looking forward to seeing all the children return on the 8th March. It has been a challenging time for children and families and thank you for all your support with home learning over this time.

Mel MacKinnon

HEADTEACHER

