

14 July 2020

Dear Parents/Carers,

### **School arrangements for the Autumn Term**

As we reach the end of the Summer Term, I want to tell you about our planning for the full reopening of School in September.

#### **Thank you**

Firstly, thank you very much for your patience and support over the last few months. It has been a difficult time for all of us, and I am hugely grateful for the work of teachers and parents in supporting children's learning. Hopefully we can all now look forward to a happier time in the Autumn Term, when we can once again open up the School to all children. We can't wait to be together again.

Please take time to read the following arrangements for the Autumn Term. It's a long letter, but it contains important information that we hope will enable us to achieve a smooth return to School for everyone.

#### **Classroom arrangements**

We plan to start the Autumn Term with children divided into two distinct areas. **Reception and Year 1 will be taught in the School Hall** with Mrs Walker, Miss Taylor-Crozier, Mrs Bowden and Mrs Armstrong. **Years 2 to 6 will be taught in the main School building:** Years 2 and 3 with Mr Dunstan, and Years 4, 5 and 6 with Mrs Yarrow. Miss Lace and I will support these two classes.

Obviously we would prefer to have all children together in the main School building, but we think this arrangement will make the best possible use of our space. In the main building, children may move between the classrooms and work with different adults for targeted support and challenge as appropriate. However, in general we will keep our Hall and main building groups distinct, in order to reduce risk.

#### **Hours**

From September we will revert to our usual School hours of **8.45am to 3pm**.

#### **Drop-off and pick-up**

Please drop your children off at the Hall or main School building during the new drop-off window of **8.45am to 9am**, and not in the playground as before. On arrival, parents of children in Reception and Year 1 should walk up the drive to the Hall, drop children at the door, and follow the marked arrows back to cars. Parents with children in Years 2 to 6 should follow the one-way system, walking along the main School building side of the road (socially distancing by the markers on the wall), drop children at the blue gate, cross over to the playground side and walk back to cars. Please be advised that there may be a slight delay whilst your child is admitted into school. We ask for your patience and understanding whilst we trial the system!

At pick-up, please follow the same procedures. If you have children in both locations, please visit the Hall first. We know these arrangements are rather prescriptive, but they are intended to minimise contact for everyone concerned.

### **Breakfast and After-School Clubs**

We are pleased to be able to offer clubs as soon as School reopens. These will be held in the Hall, and will run from **8am to 8.45am** in the mornings and **3pm to 5.30pm** in the afternoons. It would help our planning if you could tell us of planned attendance well in advance, and only use these clubs if necessary at this time. Please note that these clubs will draw together children from across both sites, so your child will potentially be mixing with more children if attending.

### **Breaks and play times**

To begin with, breaktimes and lunchtimes may be staggered, but we may harmonise times and instead divide the playground to keep our two groups separate. Lunches will be taken in both the main School building and the Hall, and we are grateful to our lunch providers for agreeing to serve children in both locations. The procedure for ordering lunches will be as before; please place your orders through School Money by Thursday of the preceding week.

### **Clothing**

As mentioned previously, we will have a non-uniform policy for the first half-term. To minimise contamination, fresh clothing should be worn every day. Children will not need to bring separate PE kits while this non-uniform policy continues, so there is no need to send them to School with a PE bag, but please ensure that clothes and shoes worn to school on all days are suitable for outdoor PE.

### **Equipment**

To minimise the sharing of equipment, we are asking parents to send children to School with a few items of their own. Please supply them with their own named pencil case, containing pencils, pens, ruler, rubber, sharpener and coloured pencil crayons. Please contact the School office if you envisage any problems with this.

### **Distancing and protective measures**

As guidelines currently stand, adults will be required to maintain social distancing at School and we hope our drop-off and pick-up processes accommodate this. Teachers will also be following distancing protocols where possible. Clearly it is harder for younger children to maintain distancing, but Teachers will be talking to them about sensible precautions, including hand-washing routines. If government guidance changes we will respond accordingly.

### **Attendance**

The government has indicated that all children will be expected to attend School from September.

### **Catching up**

We are acutely aware that children's education has suffered immense disruption over the last few months, and that they will have varying needs in the Autumn Term. Teachers will be

working very hard to assess their abilities and progress, and help them catch up with their learning where required. Once Autumn Term is underway, please feel free to contact your child's Teacher if you would like to discuss their learning and progress.

### **Alternative online learning**

We all hope that School will remain open throughout the Autumn Term. However, should circumstances require us to close, we have plans in place to revert to online learning for as long as required. We will do all we can to ensure that children's progress is not disrupted. Please note that any remote learning will be considered compulsory at this stage. Clearly, we hope there is no need for this alternative arrangement!

### **January opening and June closure**

One final point for your diaries: School will be closed for staff training on Friday 25 June 2021 to avoid the disruption of Cartmel Races. We will make up this day at the start of the Spring Term, so children will return after Christmas on Monday 4 January 2021.

We hope you will agree that our plans for the Autumn Term strike the right balance between keeping children safe and creating a School environment that is familiar and reassuring. Staff, Governors and I will be keeping our plans under continual review, and with guidance changing so rapidly you will appreciate that our plans must be flexible and ready to change at short notice. Like you, we very much hope that restrictions can be relaxed in due course, and that School life can gradually return to normal. It is crucial that you remain logged in to School Spider in order to receive any updates regarding the return to school and notifications over the Autumn Term.

Thank you again for your support during this difficult time. We wish everyone a very happy and safe summer break and look forward to seeing you all in the new academic year.

With very best wishes,

Mrs Battersby  
Headteacher

Dorothy Milner  
Chair of Governors