



Old Heath Community Primary School

Headteacher
Amanda Mitchelson

'Tell the truth & show respect.
Think of others & try our best'



Dear Parents of

It is lovely to be able to write to you with an updated plan for our new Early Years class starting school. We have had to cut down quite a bit of the transition visits we usually do before summer holidays in order to make sure that children are in school full time as quickly as possible as required by the DfE.

At the end of this letter there is an extract from my final letter to all parents in July to explain how coming into the playground and the one-way system will work etc. So please make sure you do read it all. I am sorry there is so much to digest ~ but hopefully it will keep everyone safe.

For each week until all EY children start full time we will only be opening Early Years at 9am even though the rest of the school will be open so that children can access 8.45am to 9.00am in order to stop a 'traffic jam' and avoid difficulties of adults socially distancing. So if you do have older children already in school you might want to consider ensuring you arrive closer to 9am so that you are not hanging around in the playground waiting after the older children have gone into school.

'The First Week Monday 7th to Friday 11th September: One visit for one hour with a parent.'

In order to be able to initially welcome children and parents into the Early Years classroom we have had to split the class group into five groups for the first week so that we can ensure the expected social distancing for adults in school. Children will be able to play and learn together in their own class, in school in September but all adults are expected to ensure they socially distance at 2m. We will be asking you to sign in so we have a record as a 'Fire Register' and also for 'Track and Trace' information. We will be asking everyone to use a hand sanitiser station on entering the classroom.

In the current circumstances we can only allow one parent per child for each session, we are unable to allow any other parent/relative or younger sibling to attend as we will be unable to social distance effectively in the classroom.

At the end of the visit you will be escorted from the classroom via an outside route to avoid further contact in school.



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Information on our GDPR procedures can be found on our website

Week 2 and 3: Weeks beginning Monday 14th & 21st September. Two visits a week (either Mon & Wed or Tue & Thurs) 9am to 11am

For the four visits over these two weeks children will come into school as the first week but without their parent staying. There are two visits each week and each group will have fifteen children. The session will last for 2 hours. You and your child will come into the school grounds via the normal route and your child will be welcomed by Mrs Ford into the classroom at 9am. After the session finishes we will bring the children to the main school front door and hand to parents one at a time. We will need parents to social distance on the grass at the front of the school and come forward when your child's name is called. Please do not block the front door entrance and please be aware that it may take some time to get fifteen children ready and walked through school avoiding other classes, we will try to be on time but sometimes a lost coat or water bottle or a desperate last minute need for the toilet can delay us at times!

Week 4: Monday 28th September to Friday 2nd October, we are expecting all children, every day from 9am to 1pm, including lunch.

Again Mrs Ford will welcome all the children via the Early Years' gate at 9am and we will meet you all at the front of school at 1pm. We will be sending out the dinner menu to you once we are actually back in school so you can talk through the options with your child.

From Monday 5th October we are expecting all children to be in school full time!

This of course all depends on the situation with Covid 19!

This is the full outline of school days and the progress of our induction of the Early Years Class.

M 7 th	Group 1 Visit 1	Due to the expected social distancing guidance for adults in school these sessions will be small groups of six children accompanied by one parent only. It is really important a parent attends with child for the first session.
T 8 th	Group 2 Visit 1	
W 9 th	Group 3 Visit 1	
T 10 th	Group 4 Visit 1	
F 11 th	Group 5 Visit 1	
M 14 th	Group 1	2 groups of 15 children; 9.00am to 11.00am leaving from the front door!
T 15 th	Group 2	
W 16 th	Group 1	
T 17 th	Group 2	
F 18 th	Individual Parent Meeting Day	Mrs Ford will book individual meetings with parents
M 21 st	Group 1	2 groups of 15 children; 9.00am to 11.00am leaving from the front door!
T 22 nd	Group 2	
W 23 rd	Group 1	
T 24 th	Group 2	
F 25 th	Individual Parent Meeting Day	Mrs Ford will book individual meetings with parents
M 28	All children	All 30 children; 9.00 -1pm including dinner and leaving from the front door!
T 29	All children	
W 30	All children	
T 1 st Oct	All children	
F 2 nd	All children	
M 5 th	All children all day, every day!	Classroom will be open from 8.45 – 9am, Pick up from playground as normal 3 – 3.15pm

Please make sure you check the information below to ensure that you bring your child to the correct session! We will not be able to admit a child brought to school on the wrong day!

Your child will be in Visit _ Group _ for their first visit with a parent on Wednesday 9th September from 9am to 10am.

Your child will be in Group _ for the following two hour sessions on Monday 14th & Wednesday 16th September and Monday 21st & Wednesday 23rd September.

We are coming back to school in full school uniform and all children will need to bring a water bottle. We will not be able to provide cups in classrooms for children due to possible risk of spreading the Coronavirus.

Further Info from 'Previous Information to Parents of Children in Y1 to Y6'

Coming into school

The expectation from the Government for the September return (as published in July) is that we will still be working at maintaining social distancing at 2m, especially adults, when not in the 'class sized discreet bubbles' and in accordance with Essex County Council, professional associations/unions advice, checklists and risk assessments.

We have tried to model an up-scaled version of the staggered approach we have used during the phased return of the priority groups, however with so many overlaps of siblings in different classes and needing several start times, we cannot get all the children in school within a sensible time frame.

So we will be returning to the 'open classroom' strategy that we used just before we went into lockdown. The school will be open as normal from 8.45am to 9.00am; the expectation is that parents bringing children to school or older children coming into school independently will take responsibility for keeping 2m social distance from other family groups. Parents must ensure that younger brothers and sisters stay with them at all times as they walk up the path and on to the school playground.

Once on the playground children will then need to go directly to their classrooms. School staff for September are still being advised to keep socially distanced so we should not be physically taking children from parents even if a child is having difficulty separating from a parent. Parents without buggies/pushchairs, who can manage the steps, must then leave through the secret garden and out onto the driveway and then Abbot's Road. Only parents or carers with mobility issues and buggies, pushchairs can then wait in a socially distanced way until 9am when we will stop incoming via the front gate and reverse the pedestrian flow so parents with buggies etc can exit the school grounds via the front gate in a socially distanced way.

PLEASE REMEMBER THAT DESPITE THE RELAXING OF LOCKDOWN IN SOME AREAS IE PUBS ETC SCHOOLS ARE STILL EXPECTED TO FOLLOW SOCIAL DISTANCING GUIDANCE.

What will happen in school?

So at the moment the guidance is slightly inconsistent so we have the idea of 'social distancing' for 'older' children and 'class sized bubbles' for 'younger' children, though the documentation doesn't clarify what 'older' or 'younger' children may mean and all children are expected to return to school with children sitting in rows in their classrooms which would mean no real social distancing between individuals sitting next to each other at a table. The set up in classrooms will be for Y2 to Y6 formal rows of tables, facing forward. We feel that this is not really suitable for Early Years or Year 1 children, so they will be listening to whole class teacher led learning from the carpet and then using outside spaces, table top activities, small group adult led learning at tables etc

For Old Heath given the size of our classrooms, the building & grounds themselves and the logistics of classes moving, how to work lunchtimes and break times etc; **we are proposing that each class remains together as their 'own class bubble', so social distancing between themselves is not required. Each class bubble however does not mix with any other class i.e. separate area to play in at playtime and lunchtime, sectioning the hall for dinner, cleaning after each service, timetabled slots for the main toilets and copious cleaning**

between class visits. This is all very similar to how the school has operated for the priority groups (except we were attempting 2m social distancing as well) but we will need to allow extra time as it will take longer to get more children through the process of having lunch plus the whole going to the loo and washing hands etc!

From the guidance it would seem that staff can move between 'bubbles', something we haven't officially been able to do this term, as long as we are all keeping at a 2m social distance. At the moment we will try to limit movement of staff between classes. It is expected that all adults, including parents on school grounds will be keeping at 2m social distance.

Dinnertimes may work something like:

Y1 & Y2 lunching from 12 to 12.30pm, Y3 & Y4 12.30 to 1pm and Y5 & 6 1pm to 1.30pm. Then when the new Early Years start having lunch the times will be adjusted slightly or if we have low numbers having hot dinners and good weather then packed lunches can eat outside in their specific year group areas which would free up space in the dinner hall. A whole class takes up three of our big tables and we can fit two sets of three in the hall with spacing to ensure 'whole class bubbles stay separate'! We will continue to section the field and playgrounds for class bubbles playtime.

Of course we are very aware that guidance may well change once we hit September!

Thank you so much for reading quite a lot of information and hopefully it will all help to a smooth transition amongst all the Covid preparations that all schools are managing at this time.

We are so looking forward to seeing you all at Old Heath Community Primary School very soon!!

Yours sincerely

Amanda Mitchelson

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Headteacher