



3rd March 2021

Dear Parents and Families,

What a challenging eight weeks we have all had since the Government announced that we would yet again go into lockdown and have to close school to the majority of children. We have been so proud of our pupils, staff and parents, who have worked tirelessly on their remote learning, often alongside other commitments, whilst always putting a smile on their face.

We really do welcome the news that children are to return on the 8th March; we cannot wait to see you all! School is simply not the same without children. We are doing everything we can to make sure the return is smooth, safe, and positive for all, but we need your help to achieve this. Although things are beginning to normalise, the virus is still out there and we still need to exercise caution. It's really important that you read the following information carefully so that you know the procedures in place that are relevant to you and your child.

Most of our procedures pre-lockdown continue to be in place with a few minor alterations:

- We ask that all visitors to site wear a facemask, unless they are exempt.
- Please observe social distancing on paths, playgrounds and outside classrooms, respect other people's space (including both staff and parents) and be patient.
- Please don't arrive early, so that you don't need to wait any longer than necessary.
- Only one parent/carer should accompany children for drop off/collection.
- Older siblings waiting to meet parents should not enter the school premises and should wait outside the school gates.
- If you have more than one child to collect:
 - Whilst waiting for siblings, children must remain with their adult and must not use the outdoor play equipment.
 - We ask that you wait in the marked year group zones, observing social distancing guidance.
- Please use the one-way system, you should enter the main gates but exit via the smaller gate leading to the alleyway.
- Scooters/bikes/ride-on cars must not be used on school premises.

Beginning of the day:

We have revised our procedures and we will operate a staggered start to the day. Children from Reception to Year six can arrive at any time between 8.30 and 8.55am – formal learning will begin at 9am. When you enter the playground through the main gates, you will need to follow the one-way system past each classroom entrance and will drop your child/children at their year group entrance and then continue to follow the signs to the exit. A teaching assistant will stand to greet each child at the entrance points and teachers will be waiting for their arrival in the classroom. Reception will continue to enter through the reception entrance and year 6 will continue to enter through the main office. All other year groups will have a clearly marked entrance point from the main playground area. Please do not arrive before 8.30am.

End of the day:

We will continue to implement a full staggered end to the day. We know that this is an inconvenience to those with siblings but in line with guidance, this seems to be the safest option. Please note your child's collection time:

Year Group	R	1	2	3	4	5	6
Collection time	3.15pm	3.20pm	3.20pm	3.20pm	3.30pm	3.30pm	3.30pm
Collection point	RD entrance	Year 1 gate	KS2 playground	KS1 playground	KS2 playground	KS1 playground	Main office

Nursery/Butterflies Arrangements Only:

The morning session will continue to be 8.30-11.30am and the afternoon session will be 12.15-3.15pm.

For the morning session, children will be dropped off at the nursery gate and collected from the main gates.

For the afternoon session, children will be dropped off at the main gates and collected from the nursery gate. When waiting at the nursery gate, please wait in a socially distanced, single-file line.

System of controls during school time, in line with government guidance:

- Children and adults that are displaying any symptoms of coronavirus will not be allowed in school and will be sent home for the required period of self-isolation if any symptoms are noted. Children and staff will not be allowed to return until the specified number of days of required self-isolation have expired. The school will be very rigid about this.
- There will be additional cleaning of the school throughout the day, this will include toilets, tables and touch points.
- Children will be taught in their classes.
- Rooms will be ventilated during the day. Children are allowed to wear a coat or additional layers if necessary.
- Children will not be participating in large group activities i.e. assembly.
- Lunchtime will be in classrooms (except for butterflies) with children in their respective class bubbles.
- Handwashing regimes will be supervised and regular. Hand sanitiser will continue to be used.
- Children will be encouraged and trained in good hand and respiratory hygiene (catch it, kill it, bin it).
- Playtimes will be staggered and based in sectioned spaces and children will not cross bubbles.
- All children are encouraged to bring their own stationery, to limit sharing.
- Any equipment that is shared across classrooms will be cleaned regularly.
- Children will enter school via their designated year group doors.
- In order to provide breaks for staff and planning/preparation time, staff will cross bubbles, but this will be minimalised at all times.

Brook Buddies:

The school breakfast and after school club will run as normal, closing at 5.30pm each night. All bookings and payments need to be made via ParentPay and bookings must be made by the Thursday of the previous week. Last minute booking will only be accepted in emergency situations, if we have space as numbers are limited.

School Dinners:

We will be providing hot school meals throughout the week. Bookings and payments will need to be made via ParentPay in advance.

Uniform

We understand that your children may have grown since Christmas and between now and the Easter holidays, when all non-essential shops re-open, we are relaxing our uniform requirements. We understand that it is not possible to get shoes or uniform easily at the moment, but this is only a temporary measure and we ask that when shops do open, that you replace the uniform as you would if they had outgrown it in more normal times. Please try and keep to school uniform (or as close as possible) if you are able to.

Children who are unwell must not come to school:

As you will know from the press, we are now managing a strain of the virus that is much more transmissible and cases are rising. We therefore need to ask that if your child has any illness symptoms they stay at home until they are well. Please err on the side of caution if you are in doubt. Please note the guidance on when you need to get a COVID-19 test has not changed (i.e. high temp, new persistent cough & loss of taste/smell). If your child has any of these symptoms, the household must self-isolate and you must book a test.

Physical Education:

Wherever possible PE will be delivered outdoors to limit the transmission of the virus. PE lessons will start from **Tuesday 9th March**, children will be informed on Monday 8th March of their PE day. On a PE day, children will not wear their school uniform and will wear their PE kit. Parents should be reminded that appropriate kits should be worn, dependent upon the weather. This is so that no changing or bag storage is required. Resources that are shared between bubbles will be cleaned frequently.

Risk Assessment:

Our COVID Risk Assessment has been reviewed and updated once again and is available on the school website. Please ensure that you have read this through so that you fully understand the policy and procedure in place.

Returning to school:

Each child will feel differently about returning to school, many are excited and cannot wait whilst others are nervous and unsure, some cannot wait to see their friends, several will struggle to leave their parents. Please use the rest of this week to talk to your child and explain that these mixed feelings are normal. Take the time to listen to how they are feeling and discuss ways to manage their feelings like relaxation, exercising and focusing upon the positives of school life. We must all work together so all that we can ensure that your child's transition back to school is happy, settled and successful.

Many parents have concerns about their child 'falling behind' and the need to 'catch-up.' Please remember that this is a challenging time for us all, a time like no other and neither you nor your child need any added pressure. Let us ensure that your child returns to school happy, socialising with others, feeling comfortable in the classroom, enjoying physical activities, having fun and the learning will follow. It is our job to assess the children as we go, recognising the gaps and identifying what essential skills and knowledge they need to learn next. All I ask, is that you take the time to read with your child at least four times a week, not only is this enjoyable, but it is also precious family time, it stimulates their imagination and expands their vocabulary and understanding of the world.

Finally, and once again, I want to say a final well done for surviving remote learning, working hard despite all the challenges and for being there for one another. I am very proud to be the Headteacher of Brook Primary and cannot wait to see everyone back on the 8th March, as part of our Brook family.

Kind regards

Mrs M Fellows
Headteacher

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