

Dear Parents,

Firstly, I hope you are well and continue to stay safe and healthy.

As you know, the government announced recently that all children are expected to return to school in September and the senior leadership team have devised a return plan for all children.

In creating the plan, the school has had to ensure it is following all advice and guidance set out by the Government (as is reasonably possible) whilst considering the challenges posed by the size and capacity of the school building, its layout as well as available outside space.

### 1. Timetable

We will be putting in place a staggered return to school in the first week in order that we can manage the children's return safely and address any concerns or issues that we may not have considered quickly and without significant impact. Please check carefully which day your child/ren will be returning.

Staggered return				
Wednesday 2 <sup>nd</sup> Sept	New reception (for only one day and then start Monday 7 <sup>th</sup> Sept)	Year 1	Year 3	Year 5
Thursday 3 <sup>rd</sup> Sept	Reception ( <b>NOT</b> new Reception children)		Years 1 - 6	
Friday 4 <sup>th</sup> Sept	All year groups back to school ( <b>except</b> new Reception children)			

### 2. Drop off & pick up

We will also need to introduce staggered drop off and pick up times for each year group to avoid the risk of having too many children and parents in the playground at one time.

This will also be the case for breaktimes and lunchtimes. These will be staggered so that groups are not mixing during the school day.

	Door entrance	Arrival time	Gates open	Home time
Year 6 MB Mr Grigg	End North building door	8:30am	3pm	End North building door
Year 6 MM Mrs Dooley	Main UKS2 door	8:30am	3pm	Main UKS2 door
Year 5 DW Mrs Trevithick	End North building door	8.45am	3.15pm	End North building door
Year 5 AH Mr Mayhew	Main UKS2 door	8:45am	3.15pm	Main UKS2 door
Year 4 JKR Mrs Adeyemo	Main LKS2 door	8:30am	3.05pm	Main LKS2 door
Year 4 LS Miss Maulini	South End door	8:30am	3.05pm	South End door
Year 3 JW Miss Felstead	Main LKS2 door	9.00am	3.15pm	Main LKS2 door
Year 3 C S Lewis Miss Wallman	South End door	9.00am	3.15pm	South End door
Year 2 AB Mrs Herrington	Main KS1 door	8.40am	2.45pm	Main KS1 door
Year 2 RD Mrs Roth	South End door	8.40am	2.45pm	South End door
Year 1 OJ Mrs Grigg/Miss Marr	Main KS1 door	8.50am	2:55pm	Main KS1 door
Year 1 JD Miss Breach	South End door	8.50am	2:55pm	Main LKS2 door
Reception LD Mrs Goodwill	Top gate	8.45am	3pm	Top gate
Reception DM Miss Parry	KS1 playground	8.45am	3pm	KS1 playground
Nursery AM	Top gate	9.00am	11.45am	Top gate
Nursery PM	Top Gate	12.30pm	3.15pm	Top gate
Pathways	KS1 door	8.30am	2.45pm	Main LKS2 door
Footsteps	KS1 door	8.30am	Children will return to their class after lunch and will exit from their allocated door	

### **3. Who can drop off and pick up?**

Where possible, older children (Y5/6) can be unaccompanied at drop off. They will be greeted by their teacher at their point of entrance.

If your child walks home on their own, please ensure you inform the school before your child returns in September. Where possible, please make sure that only one adult brings your child to school, and try to avoid bringing any siblings. We need to minimise the amount of people on site at any one time to reduce the risk of infection.

If you have siblings in different year groups who are in school in a different group, you must go to the gate of the youngest sibling or the sibling who has the most need first, (or if necessary, more than one parent can collect at separate gates).

### **4. Grouping**

Each year group returning to school will be placed into a whole class 'bubble'. Each 'bubble' will not be able to mix with other groups during the day (for example playtime and lunchtimes) in order to reduce the risk of spreading infection. They will have their class teacher and a member of support staff, who will be with them throughout the day.

In order for our Foundation stage and Year 1 children to be able to return successfully into the setting, Nursery and Reception children will form one bubble and Year 1 will form their own bubble at certain times during the day.

### **5. Learning Environments**

Classrooms will be set up differently to normal, with tables placed in rows and all children facing the front.

Each child will have their own seat, with their own resources in a pack. Again, movement around the classroom will be limited due to social distancing expectations. Year 1 children will have some time learning at tables (where appropriate) as well as many opportunities for learning through play.

We will try and provide as many opportunities, where possible, for children to be outside.

For Nursery and Reception children we will not have them learning at tables due to their age and understanding, and because their experience of foundation stage is focused on learning through play and accessing resources themselves. This does mean that social distancing measures cannot be enforced with our children in Nursery or Reception.

### **6. What to bring?**

Your child/children should come in their usual school uniform. Children **must** bring in their own water bottle. These will remain next to them at all times. Please make sure the bottles are named and washed every evening.

If your child is having a packed lunch, this should be brought into the classroom and will be stored.

### **7. Children not attending school**

Currently, parents not sending their children to school are not subject to a fine for non-attendance. However, from the beginning of the autumn term, school attendance will be mandatory. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

### **8. Communication with staff**

**Please be aware that you will not be allowed to enter the school building.**

If you need to speak to a member of staff, please email [admin@wilson.reading.sch.uk](mailto:admin@wilson.reading.sch.uk) and the school will get back to you when available. If it is an urgent matter then please call 01189375573. Alternatively, there will be a member of SLT present at drop off and pick up times to ensure social distancing is in place and they will be able to answer any questions you may have.

## **9. Breakfast Club & After School Club**

Due to the current government guidance and advice we are not able to run our normal Breakfast Club and After School Club. This has been a difficult decision as we recognise this has an impact on families but we must ensure the health and safety of all our children. If the guidance changes over the summer holidays, we will of course let parents know and begin planning for reopening.

## **10. Reminder**

**If your child, or anyone in your household, are showing any signs of Covid-19, please do not send them to school. If your child cannot attend school for any reason, then please inform the office as you normally would.**

We appreciate that there will be a number of changes for your child/ren on their return and we will be ready to support them at all times. As you can appreciate, the first week will be a case of ensuring these new procedures work effectively and we will update you immediately if there are any changes. Please talk to your child about their return to school and that their classroom and school day will be different.

We are aware that some parents may have anxieties or concerns regarding their child's return to school. I would actively encourage parents to contact the school to discuss any concerns and allow us to provide reassurance of the measures we are putting in place to reduce the risk within school. We have also attached a simple transition leaflet we have made to support families with preparing for the first days back at school.

If you feel there is any specific information your child's teacher should know about your child before they return to school or you have any queries regarding the information above, then please contact [admin@wilson.reading.sch.uk](mailto:admin@wilson.reading.sch.uk)

As a school, we will maintain regular contact over the coming weeks (including the summer holidays) and will ensure you are made aware of any decisions the government make that could alter our provision.

Finally, I would just like to thank parents and families for their support over the last few months. We have been living in very strange times that have not always been easy or straight forward, but it has been wonderful to see how our community has pulled together. Wilson is a very special place with a very special community and these last few months have clearly shown that.

After all these long weeks and months, we are really looking forward to seeing you and your children from Wednesday 2<sup>nd</sup> September and to begin bringing our community back together again.

Warm thanks

Claire