

Chesterfield Primary School

Chesterfield Road

Enfield

EN3 6BG

01992 760 678

Headteacher: Zoe Hussain



14th July 2020

Dear Parents,

As you know, the government recently released its guidance on the **full opening of schools from the start of the autumn term**. We welcomed the news that all children will return to school in September and we are looking forward to having everybody back and returning to some normality.

We are busy working through the guidance, and will continue to do so over the summer break, to ensure the school is ready for a **safe return**. At this stage, we feel that it is important to share our initial plans with you so that you are aware of any new arrangements and can make plans for any changes that will be in place at the start of term.

Schools will **continue to look and feel slightly different**, but we will do our best to ensure that we can return to as near to normal as possible. We hope the information below helps to provide a picture of what Chesterfield will be like when we return on **Monday 7th September**.

We have added a section on **Frequently Asked Questions** too and we hope you will find this useful.

Morning "Drop Off" Arrangements

- To support social distancing and to ease congestion on our site, we are adjusting our morning and end of the day arrangements.
- We will be having a **staggered start** to make sure that our 3 main entrances are not too busy.
- It will be really important that your child arrives just before their **allocated time slot** and is **not too early or too late**.
- For children in **Year 6, Year 5 and Year 2**, they will enter through the **large playground** (staggered times to be provided in separate letter between 8.45 and 9.10).
- For children in **Year 4, Year 3 and Year 1**, they will enter through the **small playground** (staggered times to be provided in separate letter between 8.45 and 9.10).
- Our **ARP** pupils will come in via the **small playground** and the times will be sent to you shortly.
- For children in **Reception and Nursery**, they will arrive through the **Nursery entrance on Coldham Grove** (times will be sent in a separate letter)
- **Only one adult should accompany their child to school** to avoid unnecessary numbers of people waiting at any one time.
- On arrival, please wait outside the entrances, ensuring you keep socially distanced from others.
- Parents are not permitted to come into the school playground.
- Once through the gates, there will be routes for children to take to join and line up with their classmates and adults to get them safely into the school.
- The **drop off should be short**, this will help us all keep to the timings set and not cause other children to have to wait.

Email: office@chesterfieldprimaryelt.org

Web: www.chesterfieldprimaryschool.co.uk

Chief Executive Officer: Sarah Turner

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Registered Office: Hazelbury Primary School, Hazelbury Road, Edmonton, London, N9 9TT.

Company Number: 10309116

End of the Day Collection Arrangements

- Times for pick up **will be staggered**, and children will need to be **picked up from the playground they entered in during the morning** (exact times will be sent in a separate letter).
- On Mondays, Tuesdays, Wednesdays and Thursdays you will be provided with a time to pick up your children at the end of the day between 3.10 and 3.25 (exact times will be sent in a separate letter).
- Just as we have been recently closing **earlier on a Friday afternoon**, we are planning to continue to do this in September and this **will be in place up to the October half term**. This earlier closing time is part of our many safety measures that we are putting into place – it reduces number of staff going into different class bubbles and provides us with the time to have thorough cleaning too (We will send you the Friday closing time in a separate letter but it will be between 1.15 and 2.00p.m.).
- Our **Reception and Nursery classes will come in more gradually** in September (a separate letter for EYFS will explain more).
- Parents **cannot come into the playground at the end of the day**. Please wait outside the entrance and kindly observe social distancing rules.
- Please **ensure you are on time to pick up your child** - we will not release pupils to anyone other than those **named on their contact list**. It is very important we have up-to-date details with phone numbers and emails. Please understand that if you are late, you may have to wait some time while we enable other children to go home at their correct allocated time slot.
- Any **messages for the teachers should be sent to the office@chesterfieldprimaryelt.org**, where it will be passed on.
- The main **school office will be closed to visitors**, but you can make contact by phone/email.

Breakfast and After School Club

- We will be working to get our Breakfast and After School Clubs up and running as soon as possible, but we are **unable to start these as soon as we return in September**.

Class Organisation

- **Classes will now stay together and be 'Class Bubbles'** with very little mixing with other classes. They may at times **mix across their year group but not with other year groups**.
- Classrooms will be setup with **all tables facing the front**. Children will sit side by side and not facing each other.
- **Children will have their own stationery pack to use each day**.
- We will keep movement around the school to a minimum.

Playtimes / Lunchtimes

- The children will have **staggered breaks and lunchtimes**.
- Children will have playtime with their year group only and the playground will be zoned for each class.
- Initially, all children will **eat their lunch in their classroom** (apart from the classes who are upstairs who will use the dining room)
- School prepared meals will be a hot meal delivered to the classrooms, please order these in the usual way.
- Packed lunch children can continue to bring in a packed lunch from home.

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Curriculum / Learning

- The teachers are all looking forward to supporting the children in any catch up they need to make. More information will be shared in future letters.
- To support your child in their learning, we suggest that they **read a little every day** during the summer holiday and that they practise their **number bonds and times tables** too.
- On the newsletter this week, please look out for other suggested holiday activities.

Online Learning

- We will be looking at ways to enhance our **online learning and introducing SeeSaw** - we will share more information about this in September and teaching the children how to use this for **any home learning**.
- We plan to have this fully in place by the end of September, so if we were asked to close again, pupils would be used to using it.
- We will use Google Meet to carry out virtual assemblies for the children whilst we are unable to gather for assemblies in the hall.
- Our PE lessons will be outdoors for the first half term.

Keeping Safe Through Good Hygiene – Washing hands

- Good hygiene practice will be in place: **cleaning hands more often than usual**; washing hands thoroughly for 20 seconds with running water and soap;
- We will continue to promote the **'catch it, bin it, kill it'** approach and frequent cleaning of touched surfaces and resources.
- **Daily cleaning will take place throughout the school day** with a particularly thorough clean of classrooms, corridors, staircases and toilets after school.
- Class based resources that are shared will be cleaned regularly.

Personal Protective Equipment (PPE)

- The Government has said that **PPE will not be necessary in schools, other than for a very small number of cases** (e.g. routine intimate care needs and when supervising a child who becomes unwell with symptoms of coronavirus).
- Face coverings may not be worn by those who are not able to handle them as directed (for examples, young children, or those with special educational needs or disabilities), as it may inadvertently increase the risk of transmission.
- We will ask pupils to remove any face coverings they bring from home or they have used on public transport.

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Attendance at School

- It is **vital for all children to return to school** to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development.
- **Missing out on more time in the classroom risks children falling further behind.**
- From September, **school attendance will be mandatory** again and **usual rules on school attendance will apply.**
- We understand that children and families may be anxious or reluctant about returning to school, but we can assure you that we are putting **lots of measures in place to reduce the risk in school.**
- Please do **contact us if you have any concerns about your child returning or if your child has been advised on medical grounds not to return when schools return.**

Frequently Asked Questions

Will my child be expected to wear their uniform?

- Yes, **all children are expected to return in September wearing their school uniform.** The full school uniform list can be found on the Chesterfield website. The school uniform shop, Uniform4Kids, have reopened their stores by appointment only. For more details please visit www.uniform4kids.com.
- Please can we remind all our families that children should **wear plain black shoes or plain black trainers for school.** Brightly coloured trainers or astros are not permitted.

How can I prepare my child for school in September?

- We understand that some pupils may be anxious about returning, especially if they have not been back since March. Please make sure they see the **videos produced by their old and new teachers.**
- Please read through the **Home School Agreement** with your child and talk through the expectations for parents, children and the school. We will be expecting you to sign these on the return to school.
- Look at the **Plan for the Day** examples that we will send you – it will be helpful if you talk through the day so your child knows what to expect.
- **Read with your child daily and help them to practise their number bonds, time tables and any phonics they need to do – we cannot emphasize how much this will help them if you can support them with this.**

Can my child bring in anything from home to school?

- We will continue to limit what children bring into school, so **please leave toys, pencil cases and stationery at home.**
- Children will be permitted to bring in their book bag, their own named water bottle, a fruit snack and a packed lunch if they are not having a school prepared lunch.

Will extra-curricular clubs be running after school?

- Initially, there will be no extra-curricular clubs running after school. Our priority will be to begin with re-establishing our breakfast club as soon as we can.
- We will be in touch as soon as we can plan to reintroduce our after school clubs.

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Will trips and class assemblies resume?

- During the Autumn Term, we will continue to follow the government guidance and resume these when it is safe to do so.
- At present, the guidance states that we are not permitted to have gatherings of more than one group, so we will begin with virtual assemblies for the children in school.

What happens if there is a confirmed case of coronavirus?

- If a child or staff member develops symptoms compatible with coronavirus, **they will be sent home immediately** and advised to self-isolate for 7 days and arrange to have a test to see if they have coronavirus (Covid-19). It is **important that you let us know as quickly as possible what the outcome of the test is.**
- It is very important that your child **does have a test if requested** by the school, this is a time we should be thinking of others as well as ourselves as we want to reduce any spread in the community.
- Other members of their household (including any siblings) should self-isolate for 14 days from when the symptomatic person first had symptoms.
- **Where the child or staff member tests negative, they can return to school and the fellow household members can end their self-isolation.**
- Any members of staff who have helped someone with symptoms and any children who have been in close contact with them do not need to go home to self-isolate unless they develop symptoms themselves (in which case, they should arrange a test) or if the symptomatic person subsequently tests positive or they have been requested to do so by NHS Test and Trace.
- **If the child or staff member tests positive, we will work with public health professionals** to ensure we follow all the correct procedures, including informing relevant families and thorough cleaning.

All of the above will be kept under continual review and please be reassured that **the safety of your children and our staff is our key priority in all planning and decisions that we make.** We thank you for your co-operation and support and wish you a pleasant a summer holiday as we can all have.

We very much look forward to welcoming back all our pupils in September!

Best wishes,

Zoe Hussain

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