



18th May 2020

Dear Parents and Carers,

We have been asked by the government to prepare for the potential reopening of the school to some children from the 1st of June at the earliest **if the conditions are right for them to do so**. At this time, none of us know whether the government's five key tests will be met and if the reopening plans will be put into place. Please note the following:

- Monday 1st June is not a start date. It is a point from which schools may gradually reopen. It is not definite that more children can attend school from Monday, 1st June. It is highly likely that when conditions are right, year groups will return in a staged way over a number of days. **Please do not assume your child will be able to attend school from this date.**

However, I wanted to share with you an overview of the arrangements we are planning to put into place at Great Hollands in order to lessen any risk to both pupils and staff if we were to reopen. Everything we are doing is guided by the latest guidance from Government about keeping everyone - children and school staff - as safe as possible. That is our most important consideration.

Firstly, I need to let you know that social distancing within a primary school is not guaranteed. In fact, the two-metre rule will be virtually impossible to implement. The government recognise this and have said:

"We know that early years and primary age children cannot be expected to remain 2 metres apart from each other and staff. In deciding to bring more children back to early years and schools, we are taking this into account. Schools should therefore work through the hierarchy of measures:

- avoiding contact with anyone with symptoms*
- frequent hand cleaning and good hygiene practices*
- regular cleaning of settings*
- minimising contact and mixing"*

At GHPS, we recognise that it is still important to reduce contact between children and staff as far as possible, and I want to outline the steps I have taken to achieve this and to reduce the transmission risk.

- We will ensure where possible that children and staff mix in a small group and keep that small group away from other people and groups.
- We will limit class sizes to 15.
- Each 'pod' of 15 pupils will have, where possible, the same adults looking after them throughout the day and across the week, as per government guidance this will be either a teacher or a teaching assistant under the direction of teacher.
- We will distance desks and reduce equipment in the classrooms and movement around the school will be minimised.
- We will ventilate the classrooms as much as possible.
- Pupils and staff will follow frequent handwashing procedures and other good hygiene measures will be promoted.
- We will introduce more frequent cleaning of surfaces and equipment by both school staff during the day and by our cleaning contractors out of hours.

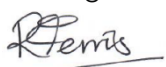
- Pods will remain together at breaks and lunches, which will be staggered to ensure distancing can occur between pods.
- We will limit the areas pupils can use and we will limit the use of outdoor play equipment to that group. Equipment will be cleaned or quarantined and rotated.
- Arrival to school will be staggered and year groups will have an allocated time to arrive. We ask you make every effort to arrive promptly.
- Strict social distancing must be adhered to by parents when on site. 2m markings and a one-way system will be in operation and must be followed.
- Only one parent per family will be allowed onto site.
- Conversations at drop off and pick up will be discouraged – please use email to convey messages to the teachers.
- Access to the main school reception will be limited to one family at a time and 2m markings will maintain distancing whilst waiting for entry. All communications should be made by phone or email. Visiting the office must only be for reasons that cannot be resolved by phone or email.
- School will provide a pencil case / zipped wallet for each child (Year 1 upwards) which will remain at school and that child will have sole access to.
- Items such as books / diaries will not be routinely sent to and from school.
- We are requesting where possible, pupils bring packed lunches to school. Pupils entitled to benefits related Free School Meals* will be provided a meal if requested. **This is different from Universal Free School Meals for children in KS1 and EYFS.*
- All pupils, staff and their families will have access to COVID-19 testing.
- Pupils showing symptoms will have their temperature checked and be kept in isolation. Parents will be expected to collect immediately and have their child tested before returning.
- If any member of the pod is tested positive for COVID-19, all members of the pod will be required to self-isolate for 14 days.
- No clubs, events or gatherings will be permitted.
- A named water bottle should be sent in with your child. It will be returned home each night to be cleaned.
- Children should bring into school complete PE kit which will remain in school.
- No other items should be brought from home to school

Our planning and risk assessments will be reviewed continually and adapted as we monitor the situation.

This is uncharted territory for us all, thank you for all you have done so far to support both your child and the school. Your support and kind words have really helped the team at school, who have remained working throughout this crisis to provide support and learning for our community.

If you have any questions or feedback from this, please contact the school via the school office email: GHPSoffice@maidenerleghtrust.org. Please note we will not be able to respond to all individual questions but we will produce an FAQ to respond to general themes raised.

Kind regards,



Richard Ferris
Headteacher