



The March Church of England Primary School

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22/5/2020

Dear Parent/ Carers

I hope that you are all well and that the children are too. We are looking forward to welcoming some more children back to school in the near future on the phased expansion to the opening of our school.

Below are our plans for the phased return. Please note that these are subject to any changes to relevant guidance and confirmation from the Government on the 28 May that schools will be expected to open, as outlined in the Prime Minister's speech on 10th May.

Please be assured that I, the Trust, Governors, and all staff at The March CE Primary are working tirelessly to prepare for this by ensuring we are able to ensure the safety of our staff and pupils and meet the government's published guidance; please do be patient with us if this continues to evolve.

In accordance with Department for Education guidance, we are currently providing places for vulnerable pupils and children of key workers. From Monday, 1 June, we must prioritise these pupils before considering opening the school for additional year groups.

Because of the high number of children in the school whose parents or carers are key workers, and in order to meet current guidance to ensure we are able to maintain a safe environment for children and staff, we regret that we are as yet unable to open for all Reception, year 1 and year 6.

Therefore, only children of key workers and vulnerable pupils will be able to return to school on the 1st June. We will review this weekly. If it is safe and capacity allows we will aim to reopen first for children in the Reception year.

We acknowledge that many children will be keen to return to school, and we will keep this situation under constant review. We look forward to welcoming the additional year R, 1 and year 6 children as soon as we are safe to do so.



Date	Group
Mon 1 June 2020	Children of key workers in Year R 1 2 3 4 5 6 Vulnerable pupils (FSM) in Year R 1 2 3 4 5 6

What if my child is in a priority group, can their sibling come to school?

- No. Only the siblings of key workers can attend school.

What do I do if I change my mind later on and want a place?

- We have planned our prospective numbers for 1 June based on the information parents and carers have provided. In order to ensure we are able to keep children and staff safe, we request one weeks' notice should you change your mind.

What will classes look like?

In line with government advice, the following will be put in place when schools reopen:

- **Class size**
A maximum of 15 children per group (some classes may be mixed years to accommodate this requirement). If our numbers in any year group are too high and we cannot accommodate in an alternative year group, we will make arrangements to accommodate you child at another local school.
- **Class rooms**
Children may be in a different classroom and not be in the same class as their friends. We have tried our best to ensure that they have at least one friend with them. The children will be seated at an allocated desk. It will be theirs for this duration. Desks will be 2m apart from each other.
- **Staffing**
To maintain the 'bubble' as required by the guidance, groups will be taught by a teacher and not be able to mix. Please note that this may not be your child's class teacher, but will be a member of the staffing team. They will NOT be able to change groups.
- **Learning**
The children will continue their learning in the classes for reading writing and Maths. We will also be aiming to continue their learning for topic work alongside regular exercise and wellbeing activities/PSHE.
- The children will need to be in school full time. They will need to be picked up at the designated time. We are unable to accommodate collection during the school day, due to the limitations of movement around the school and mixing of the safety bubbles.



How will the school ensure you maintain high levels of hygiene?

- **On arrival and departure**
All the children will apply hand gel on arrival and at departure from school.
- **Handwashing**
Children will wash hands before and after break and lunch times. We have invested in a portable sink for use on the playground.
- **Cleaning and Deep clean**
The school will be cleaned daily and undergo a weekly deep clean every Friday afternoon.

Please note that in order to undertake a deep clean, the school will close at 12.15pm each Friday for ALL children. This is in common with many local schools in the Chichester area.

What about breaktimes and lunches?

- **Timing**
Break times and lunchtimes will be staggered to maintain the safety ‘bubble’. Children will remain with their group at all times.
- **Lunch**
Packed lunches will be eaten in classrooms. If your child is entitled to free school meals or universal infant free school meals, they will be provided with a hot meal.

What about Toilets?

- In order to facilitate there being a suitable number of toilets and wash stations for pupils, the school will temporarily create gender-neutral toilets. We acknowledge that this can often generate some concerns from children and parents, and we would like to reassure parents that only one child will be allowed to use the toilets at a time, irrespective of gender.

What time will school Start and End?

The school day will start and end with staggered times. To ensure all children and adults are kept safe we ask and expect:

- Parents/carers to keep to the given times below – This is essential
- Only one family member may enter the school site when dropping or collecting your child

Year	Drop off Time	Collection Time	Location	Note
Key workers Reception	8.30 -8.45	2.30 – 2.45	Little playground gate	Waiting adults to stand in the pedestrian path
Keyworkers Yr 1&2	8.30 -8.45	2.30 – 2.45	Office Entrance Y 1 Lower front hall Yr 2	
Keyworkers Year 3&4	8.50 - 9.05	2.45 – 3.00	Office entrance Year 3 Lower hall door for year 4	Waiting adults to stand in the staff car park
Keyworkers Year 5&6	9.00- 9.15	3.05- 3.20	Little playground gate year 5 Lower Front hall door Year 6	Waiting adults to wait from the door to the bike rack or pathway

Please note the exception on Friday. To enable a deep clean, the school we will be closing at 12.15pm each Friday for ALL children

- There will be no staff cars in the car park to ensure adequate space for waiting parents

What do my children need to bring anything with them?

- Cups and bottles
Please ensure your child has a water bottle with them at school. Please note we will be unable to provide cups.
- Uniform
We request that all the children arrive in school uniform. We have varied the uniform requirements to allow trainers, as we know some children may have outgrown their school shoes and you do not want to buy a new pair before next year.

- **Equipment**
The children will need to bring in a pencil case with pencils and colouring pencils. These will need to stay in school at their desk.
- **School bag**
The children do not need to bring a school bag with them. They will not use the lockers at all
- **Reading**
Children's reading record and reading book will stay in school so we can hear them read each day.

What is my child has an underlying health condition or is asthmatic?

- Please consult your doctor or medical professional for advice before returning to school

What if someone in my household is clinically vulnerable?

- Please note that we are doing our very best to ensure social distancing in a primary school setting, but this may not always be guaranteed. You will need to make a decision on whether it is appropriate for your child to be in school.

What about transport?

- There will be no transport from Oving due to the requirement that 'bubbles' are kept separate to enable social distancing.
- Please note that you should not be sharing lifts between parents so as to ensure the safety of the bubbles in school and each other.

What will the children not allowed into school do?

- We will continue to make adjusted home learning available each week on the school website to support our families at this difficult time.

I said at the start that I am asking one thing of you, and that is patience.

Forgive me, but I am going to end by asking one more thing: all headteachers, teachers and school staff always have the best interests of your children at heart. If any school says that something is not possible, even if it appears possible for the school down the road, then please trust that it is not always possible. We will all be working through all the options, and there will be genuine reasons why we are or are not able to do things. Sometimes, we may not be able to share those specific reasons with you. Please continue to support us as with navigating this next chapter.

Keep safe and take care

Mrs Nicky Metcalfe

Head Teacher

