

Endon Hall Primary & Nursery School

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Date: 23.8.2021

Dear Parent/Carer,

We hope everyone in the school community is safe, well, and enjoying the Summer break. Ahead of the Autumn Term commencing for pupils on Thursday 2nd September 2021, we wish to share with you the way we will be operating, if the post-COVID Government guidance stands. If the situation changes and, as a result, guidance is updated, we will update you accordingly. This letter also contains some basic reminders and important general information.

As a community, we have a part to play in continuing to keep each other safe and well and we thank you in advance for your support with this.

The protocols and measures in place post-COVID will include:

- Anyone displaying symptoms of (COVID-19), or living with anyone that is, **must** stay at home until they have had a negative PCR test result
- Parents/carers must inform the school, by 8.45am, of any absence due to illness (whether this be COVID related or not), including detailing the symptoms, so that we can act accordingly. This must be done by telephoning the school and selecting Option 1
- Anyone in school who is displaying any of the three main COVID symptoms, any of the additional COVID symptoms, or are considered too unwell to be in school, will be sent home straight away (along with any siblings where applicable) and advised regarding the testing that is required before they can return to school
- Parents/carers must ensure that, if their child becomes ill in school, someone is able to collect them from school as soon as possible, ideally within half an hour
- Engagement with Test & Trace and Local Health Protection Team will continue as required
- Regular hand washing throughout the school day (on arrival, before eating, after using the toilet, before leaving school)
- Continued good respiratory hygiene (catch it, bin it, kill it)
- Twice daily cleaning - before school (Entrust cleaning team) and after lunch daily (school staff - using standard cleaning products), focused particularly on frequent touch points
- Ensuring classrooms are well ventilated
- No large gatherings of the whole school indoors e.g. assemblies (the guidance does allow assemblies to take place but we will be re-introducing these gradually, once we ascertain the impact of returning to school/the winter months/the fact that the vast majority of other measures have been removed)
- Continued restricted access to the main entrance/school office - please continue to communicate with admin staff via email and telephone (when e-mailing please send to **both** admin e-mail addresses: admin@endonhall.staffs.sch.uk and office@endonhall.staffs.sch.uk)
- Continued limiting of adults congregating on the school site - please drop off and collect your child as swiftly as possible
- Parents/carers **must** park legally and safely at all times (the BACK car park at The Plough can be utilised if done so respectfully); only those with a Blue Badge can park on the single yellow lines. We suggest that Blue Badge holders drop off at 8.55am and collect at 3.30pm. School staff will help see children being dropped off/collected by Blue Badge holders in/out of school. Please note - this only applies to the Blue Badge holder themselves.
- Families are encouraged to walk or cycle to school
- No parent/carers parking on the staff car park at any time (including for Phoenix Club)
- Staff may choose to continue wearing face coverings if they wish - the government has removed the requirement to wear face coverings in law but expects and recommends that they are worn in

enclosed and crowded spaces where you may come into contact with people you don't normally meet (this includes public transport and dedicated transport to school or college - parents/carers of children travelling to/from school on the school bus, please take note of this).

- Contingency planning, should we need to step measures up/down

We will no longer be operating:

- Separate year group bubbles
- Staggered start and end of school day times
- Staggered break and lunch times
- Social distancing

Important information/reminders:

- Only basic necessities should be brought to and from school:
 - a named, clear, transparent water bottle - containing water only
 - a coat (weather permitting)
 - a sun hat (weather permitting)
 - a healthy snack
 - a packed lunch in a named lunch box - unless having a lunch provided by the school
- All items must fit into a small rucksack, no bigger than 30cmx30cm (due to limited cloakroom space)
- Children are to wear full, correct school uniform or full, correct PE uniform on PE days.
- PE days are as follows:

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Day to come in PE uniform	All year - Monday Spring Term & 2 nd half of Summer Term - Monday & Thursday	All year - Monday Spring Term & 2 nd half of Summer Term - Monday & Thursday	Tuesday	Tuesday	Thursday	Thursday Yr6's who are swimming on a Wednesday afternoon will need to attend in full school uniform on Wednesday's and bring their swimming kit with them (see separate swimming letter)

- Please note - no PE kit is required for Nursery or Reception until further notice. Children will be physically active throughout the day, as part of the Physical Development element of the EYFS curriculum, and will not need to get changed for this initially
- Parents/carers should order their child's lunches via Freshstart in the normal way (unless sending a packed lunch from home)
- Freshstart Activation letters have been sent to all new starters. If you haven't received a copy please contact the office
- A piece of fruit or a healthy snack can be brought from home to eat at break time
- Please note: We are a nut-free school
- Nursery & Reception should bring a pair of wellies and a spare change of clothes into school in a named carrier bag, which will remain in school (unless the spare clothes are used)
- In warm, sunny weather, children must have sun cream applied before they arrive at school
- If prolonged warm, sunny weather is forecast we will communicate with parents/carers regarding sending their child into school with a named bottle of sun cream, for the child to apply during the day if necessary. We will not be able to apply sun cream for children, but will supervise them applying it.
- Parents/carers are to provide us with up to date contact details and emergency contact details - data collection forms are ready to be issued when we return
- Parents/carers are to provide us with up to date medical information, in date inhalers etc.

School day timings, entrances and exits, for each year group will be as follows...

YEAR GROUPS	START OF DAY	END OF DAY	ROUTE
Nursery Reception Year 1 Year 2	8.45am - 8.55am	3.15pm	<p>At the start of the school day - Nursery, Reception, Year 1 & Year 2 parents/carers can congregate on the staff car park (towards the bin storage area) until the red gates by the mobiles are opened. Once the gates are opened, children should pass through and go straight round to their classrooms external door. Once children have gone into school, parents/carers should clear the site straight away. Members of staff will oversee/help and support, especially until routes/routines are established and children are settled. Please do not arrive before 8.35am - this is when the main school vehicle & pedestrian gates will be opened.</p> <p>At the end of the school day - Nursery & Reception children will be seen out to their parents/carers (who will, once again, have congregated at the rear of the staff car park, towards the bin storage area) through the red gates by the mobiles. Year 1 children will be seen out through the main school entrance (please congregate towards the middle of the staff car park). Year 2 children will be seen out through the front red gates, to the right of the Bee Active banner (please congregate towards the front of the staff car park). Children will not be released until the member of staff has seen their parent/carer, so please make yourselves known. Once parents/carers have collected their child they should clear the site straight away (unless waiting for siblings). Please do not arrive before 3.10pm - this is when the main school vehicle & pedestrian gates will be opened.</p>
Year 3 Year 4 Year 5 Year 6	8.45am - 8.55am	3.25pm	<p>At the start of the school day - Year 3, Year 4, Year 5 and Year 6 parents/carers can congregate on the staff car park (towards the middle/main entrance area) until the front red gates (to the right of the Bee Active banner) are opened. Once the gates are opened, children should pass through and go straight round to their classrooms external door. Once children have gone into school, parents/carers should clear the site straight away. Members of staff will oversee/help and support, especially until routes/routines are established and children are settled. Please do not arrive before 8.35am - this is when the main school vehicle & pedestrian gates will be opened.</p> <p>At the end of the school day - Year 3, Year 4, Year 5 and Year 6 children will be seen out to their parents/carers (who will, once again, have congregated on the staff car park) as follows:</p> <p>Year 3 - released through the red gates by the mobiles (please congregate at the rear of the staff car park)</p> <p>Year 4 - released through the main school entrance (please congregate towards the middle of the staff car park)</p> <p>Year 5 - released through the front red gates, to the right of the Bee Active banner (please congregate towards the front of the staff car park)</p> <p>Year 6 - released through the front red gates, to the right of the Bee Active banner (please congregate towards the front of the staff car park)</p> <p>Children will not be released until the member of staff has seen their parent/carer, so please make yourselves known. Parents/carers of Year 6's who give permission for their child to leave the school site by themselves should notify the school office of this in writing. Once parents/carers have collected their child they should clear the site straight away. Members of staff will oversee/help and support, especially until routes/routines are established and children are settled. Please do not arrive before 3.20pm (unless collecting a younger sibling). This will allow more space for younger children to leave the school site safely.</p>

- Parents/carers must respect our neighbours at all times
- Children must be supervised whilst on the staff car park and must not run around and/or play amongst the vehicles
- Families with siblings will need to remain on the staff car park until the latest collection time. It would be most helpful if those who do not have siblings could clear the car park swiftly, so that the area is less busy.

Please do not worry about these new routes into school, there will be lots of staff there to help until the routines become established. It is important that everyone sticks to these routes, adheres to the timings and leaves the school site promptly, for everyone's safety.

Phoenix Club - wraparound care

Phoenix Club will be open in September and will operate from the mobiles. Please note - the closing time is now 5.30pm. All Phoenix Club booking requests should have been submitted by mid-July, but if you wish to enquire about a place please e-mail phoenix@endonhall.staffs.sch.uk and we will do our utmost to facilitate your request.

Our recovery curriculum

School staff will continue to refrain from using the term 'catch up' and referring to children as having 'fallen behind'. Catch up support is usually given to children who have been taught something but not learnt it as well as another person. Currently, there are some aspects of the previous year group curriculum that remain untaught/have not been covered in as much depth as they ordinarily would, through no fault of anyone and due to circumstances beyond everyone's control. We will continue to work relentlessly to cover the missed content and enable children to make good progress. Much of the missed content was covered during the Summer Term, but not necessarily in the depth required for it to 'stick'.

Our initial and ongoing priority will be to establish routines, expectations and settle children into their new classes, with a focus on well-being (relationship building, social engagement, exploring feelings and emotions). This is essential in order to address the variety of emotions children may be experiencing. If required, emotional support will be put in place for children who need it.

For the first 2 full weeks of term, all classes will undertake an exciting project, based on a text called 'Leaf'. This will encompass a variety of subjects/lessons and will also include a themed lunch on Monday 13th September. Our approach will be to establish the usual timetabling of the day (which varies according to age), working on children's stamina and increasing the length of the sessions gradually. We will undertake baseline assessments to establish starting points. Each time a unit of work is taught, the starting point will take note of the baseline assessment, and ensure coverage/checking understanding in relation to the previous year group's objectives first (covering these as quickly as possible).

A full range of subjects will be taught so that the curriculum remains broad. Year 1-6 class teachers will now be teaching their own classes during the afternoons (as well as the mornings), for ALL foundation subjects (except those covered during PPA time), rather than subject leads delivering subjects across Years 1-6.

Please help us in supporting your child's well-being by...

Checking in with your child regularly and reminding them that:

- It's normal to feel scared, nervous or worried - this actually helps us to prepare for challenges
- It may take time to feel settled, and that's OK
- They might get things wrong as they get used to a new situation
- They've coped with big changes in the past and can do it again
- They can talk to you or someone at school if they're worried

I am mindful that this letter contains a huge amount of information and there is lots to take in. This is with the intention that you can prepare for that start of term, ask any remaining questions you may have, and feel more comfortable and confident about things.

We are very much looking forward to seeing all of you in school from Thursday 2nd September and hope you enjoy the rest of the Summer break.

Best Regards,

V. C. Lewis

Miss V Lewis
Headteacher