Dear Parents and Carers,

We have started the process of piecing back together the school…

The new classroom and the library are looking fantastic. Gareth has been working exceptionally hard to redecorate areas of the school and clean up after the builders. Teachers and Teaching Assistants have been organising classrooms and learning areas as well as planning exciting learning opportunities.

All we need now is the children to come back.

Below you will find the information I sent out in July. Not much has changed but this will help jog your memories as it has been a good few weeks.

September 2020

We know that this year is going to start with a very different feel. I have continued to work with staff and governors to produce a risk assessment for the new year. This will be review by the full governing body on the 2nd September before the children return on the 7th. This will allow me time to put in place anything we have over looked or not managed to get to yet.

Arrangements in School:

Bubbles…

The children will be taught in their normal classes when they return to school. Our classes for September will be as follows:

Acorn (Emily): Nursery
Apple (Mrs Joynes and Mrs Hampson): Reception
Beech (Mrs Perry): Year One
Chestnut (Mrs Phillips and Mrs Hampson): Year Two
Rowan (Miss Lewis and Mrs Cockerton): Year Three
Maple (Mr Kenny): Year Four/Five



We will still operate in bubbles across the school, only this time our bubbles are going to be a little bigger. We are going to work in Key Stage bubbles, meaning that two classes will be in the same bubble. The Early Years bubble will consist of Acorns and Apple, the Key Stage One bubble will consist of Beech and Chestnut, finally, the Key Stage Two bubble will consist of Rowan and Maple.

Children and staff will remain in their bubble throughout the day and will not mix with other bubble classes. Break times and lunchtimes will be organised so that bubbles do not mix outside.

The rationale behind the Key Stage bubble is largely down to the physical structure of the school. Each bubble will have its own set of toilets which will be easier to clean. The Ark can be allocated for PE lessons to a bubble for the whole day and we won't need to worry about cross-contamination. Having two classes in each bubble also allows teachers and practitioners who are newer to their roles to benefit from the support of their colleagues.

The school day

Break times and lunchtimes will be organised so that pupils can play and learn outside at different times. Nursery children will stay in Nursery and use their outside area. Reception children will use their normal playground and outdoor classroom, Key Stage One children will use a section of the main playground, and the Key Stage Two children will use the remainder of the playground and

the forest school area. Access to the different zones will be rotated and timetabled carefully to give pupils a change of scenery and avoid cross over. Use of resources in these areas will be closely monitored and items will be cleaned accordingly.

Lunchtimes

The kitchen will be offering picnic bags. There will be a choice of ham, cheese and one other baguette daily, the menu is on the school website. These will be free for any child in Reception, Year One and Year Two (These pupils qualify for Universal Infant Free School Meals.) Lunches can also be provided free of charge to Pupil Premium children in the other Year groups or paid for on the parent app at £2.50 a meal.

Alternatively, pupils will be able to bring in a packed lunch. All children will eat in their classrooms or a designated lunch area. They will remain within their bubble.

Drop off and pick up

Government guidance is that parents should not enter the school. To facilitate this we will have a soft opening and ending to the day. The school will be open from 8.40 am and children can be dropped off at their designated drop off point from this time until 9.00. Children can be collected at the end of the day between 3.00 and 3.20. There will be signage and more information for you before the start of the term. If you are having any diifculties with these times due to dropping children at another setting please let me know. I will be as flexible as possible.

Wednesdays

We will no longer be closing early on a Wednesday, the school will operate its full timetable.

Behaviour Management

Our behaviour policy is based on meeting the needs of pupils and keeping them safe. With the current situation, some behaviours that would normally be allowed or managed will now be breaking the rules. For example, children will not be allowed to go into certain areas of the school and children will need to comply with hygiene requirements.

When classes return in September staff will spend time helping pupils to understand the new rules and how important they are. Any child who does not follow adult instructions to keep themselves or others safe will be managed following our behaviour policy but, in extreme circumstances, may need to go home until I am reassured that their behaviour will be safe. This will not be negotiable and will be fully at the senior leadership team's discretion. This approach has full Governor support.

Social Distancing, hygiene & movement around the school

Government guidance recognises that social distancing in school cannot be expected, but good hygiene practices and infection control measures must be in place.

That being said, staff will do their utmost to support pupils to understand the need for personal space, not touching each other and staff. Please can I ask that you assist in this by teaching your child about personal space and not touching other people before they return to school. The Government guidance is that pupils should wash their hands before they enter class, and then frequently throughout the day and we will facilitate this within their classes.

School Uniform

We will be returning to school uniform in September. On days when the children have PE, we will ask you to send them to school in their PE kits. This will avoid the issue of changing. More information will come to you in September about your child's class timetable.

COVID -19 symptoms

We ask that parents monitor their children carefully for any COVID-19 symptoms and keep them off school if they show any signs. If a child shows symptoms in school they will be isolated in a small well-ventilated room, with a familiar adult if needed, to protect others, until they are collected by their parents.

Children will then need to have a test for COVID-19, and will only be allowed back into school once we see evidence that the test was negative or a period of 7 days has elapsed.

If there is a confirmed case of COVID-19 in a class the entire bubble, including staff, will need to self-isolate for 14 days.

Attendance

All children will be expected to attend school in September unless there is a second wave and/or the guidance changes. This is a clear expectation from the Government and Norfolk County Council. Attendance will be monitored closely and appropriate action will be taken for those children who fail to attend. Expected attendance is 96% or above. Anyone below 90% is considered to be 'Persistently Absent'. If your child is ill or requires time off for any reason please let us know so we can record this appropriately.

Collective Worship

We will still have our Collective Worship Sessions each day. These will be conducted via webcam either using Zoom or Microsoft Teams. The children who have been in school have experienced this and it has been working well. We will look at how to share some of our celebration assemblies with you as we go through the year.

Support

Please do not forget that there is always support for you at St Michael's. I can issue foodbank vouchers and seek support from external agencies if you need it. Help is never that far away.

Email: head@st-michaelsaylsham.norfolk.sch.uk



John Neenan
Headteacher/SENCDo