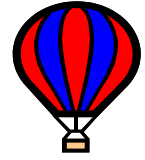


NEW YORK PRIMARY SCHOOL
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Tel (0191) 8141788
Email – office@newyorkprimaryschool.org
Headteacher: Mrs J Shaw



Friday 22nd May 2020

Dear Parents/Carers

I hope this letter finds you and your family well. I thought this information would be helpful to all families despite specific year groups nominated by the government to **possibly** return first.

Writing this letter to you is a bit like trying to hit a moving target. As much as I want to provide you with information that is factual and accurate the national messages are not clear or definite therefore I am unable to be clear or definite. This makes decisions for all of us more difficult.

In my letter to specific year group parents on 11th May I explained that, depending upon how the COVID 19 virus progresses, schools may return, for Reception, Year 1 and Year 6 pupils only, in June.

This is not definite - school continues to plan for it, but these plans may change.

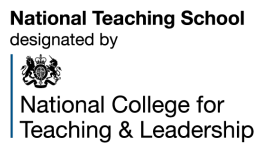
I have been meeting with other headteachers, LA representatives and our school governors to plan for the wider opening. I want to provide further information for you today but there will be more to come.

- There is still no definite decision to open schools in June.
- Children of key workers may continue to access childcare provision by arrangement with school.
- The Department for Education states in their update on 12th May that schools should prepare to open **from** 1st June 2020 for the specified year groups Reception, Year 1 and Year 6.
- The decision that it is safe for schools to reopen to wider groups will be determined by government based upon meeting the 5 key COVID 19 related tests.
- The decision could be announced as late as Friday 29th May.

With the potential of such a late decision I can confirm that school will **not** be open for additional pupils in the above year groups on or during week commencing 1st June 2020.

I need to make it clear to parents that **should** school open 'wider' in June, the school provision will look and feel very different for children and staff. Detailed Risk Assessment has taken place and continues to be adjusted.

I apologise for the length of this letter but I want to provide you with as much information as I can at this stage to support your decision making, **should** school widen the intake for specific pupil groups.



Class sizes and staffing

- DfE guidance states that working with smaller groups is a protective measure to reduce transmission of the virus.
- We have measured our classrooms and to ensure a 2 metre distance between pupils at tables we can fit between 6 and 8 pupils in our classrooms with a teacher and Teaching Assistant.
- This means that pupils are likely to be in a group with a different teacher and some other pupils from the year group.
- These groups must remain consistent and will not be permitted to mix in order to prevent possible cross-contamination so all activities in school including lunch and breaks will take place within this group.
- Groups will use the same classroom throughout and will also be allocated one set of toilets to use.
- Classrooms will be well ventilated with doors and windows open but pupil groups will remain outside as much as possible during the day.

Daily Activity

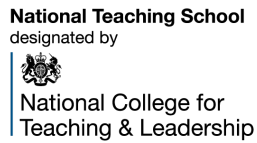
- We will continue to promote a healthy lifestyle for our pupils with physical activities that can be achieved with social distancing.
- As teachers will be required to continue to provide home and online learning for pupils not in school, the content of classroom activity will match this.
- We will continue to be active on Twitter and signpost pupils to various online learning.
- Teachers will also continue to keep in touch with those pupils not yet back in school.
- Packed lunches and learning resource collection will continue and school will continue to process school meal voucher allocations for parents.

Social Distancing in other areas of school.

- Social distancing measures will be in place throughout the school building and outside.
- Guidance signage and tape will be in place to support with this.
- Groups will also be provided with staggered start times and exit times (**probably** 8.45, 9.00, 9.15 and 9.30), and school entrances will be restricted to specific groups of pupils.
- Parents and Carers will not be permitted on school premises and there will be new protocols for dropping off and collecting pupils.
- We encourage only one parent or carer to drop off and pick up.
- Pupil morning breaks and lunch breaks will be staggered and groups will be allocated different zones of the yard.
- Pupils will be provided with a packed lunch which will be eaten either in the classroom or outside whilst remaining with the same group.
- Pupils may bring a packed lunch but all packaging must be disposable including the bag and drink container.
- In order to prevent possible transmission and protect social distancing there will be no provision of breakfast club or after school clubs until further notice.

Cleaning and Hygiene

- School has been cleaned thoroughly every weekday since school closed to most pupils. Upon wider opening cleaning staff will extend their role and remain in school throughout the day to maintain standards of cleanliness and hygiene in all areas.



- We are currently planning to open to the specified groups of pupils for 4 days per week allowing the 5th day for the extended cleaning of classroom areas, toilets and equipment.
- School will continue with regular handwashing and good hygiene practices throughout the day commencing upon entry to school. Each class will be supplied with hand washing and drying resources and cleaning and sanitising solutions.
- Pupils will continue to be reminded of daily hygiene including 'catch it, bin it, kill it' and not touching face mouth eyes etc.
- Should any pupil become ill it is likely that full PPE equipment may be used.
- There are strict protocols for responding to a pupil who displays COVID 19 symptoms.
- Parents will be contacted and asked to collect any child who becomes ill.
- There may be specific incidents of changing a child that will require parental involvement.
- **Government guidelines state that when a child, young person or staff member develops symptoms compatible with coronavirus, they should be sent home and advised to self-isolate for 7 days. Their fellow household members should self-isolate for 14 days. All staff and students who are attending an education or childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario.**
- **If a child or staff member tests positive for COVID 19 the rest of the group must self isolate for 14 days.**
- Parents will be contacted and asked to collect any child who is unable to maintain appropriate standards of behaviour and therefore puts others at increased risk.

PPE

According to government guidance (12th May 2020), It is not recommended that PPE is necessary in schools unless in specific circumstances. The same documentation on 12th May states that 'cleaning and hygiene are effective measures in controlling the spread of the virus'. School will provide PPE to staff who need or require it in specific circumstances.

Personal Belongings

- Personal belongings must not be brought into school.
- Pupils may arrive with a bike or scooter and there will be 'parking' procedures to minimise risk.
- School will provide all necessary equipment for pupil needs.
- Packed lunches may be brought in but we request in a carrier bag and drink container which can be disposed of.
- Pupils will not be requested to wear school uniform as they will need to wear fresh clean clothes every day.
- Pupils should wear clothes suitable for outdoor activities and PE and should come to school wearing comfortable casual clothes.

These are unprecedented times and information received by schools changes almost daily. School priority at this stage is to ensure the most rigorous possible risk assessment to ensure we minimise risk of virus transmission to pupils and staff.

There will undoubtedly be further changes. At this stage I do not intend to bring all year groups of Reception, Year 1 and Year 6 back at the same time but I am looking to phase in over a period of weeks. At this stage I am also intending to bring Year 6 in ahead of the others....but this might change.

I have advised staff to take some time over what would be our May half term week (w/c 23rd May). The learning resources sent out this week should provide enough activity.



I feel New York staff have been exceptional in their professionalism and commitment to pupils and families and I know from so many positive comments that you appreciate this. I would also like to thank school governors for their availability and support during this time.

I would like to take this opportunity to thank all parents, carers and pupils for their efforts to stay safe and respect social distancing. I am sorry that I cannot provide more definite information at this stage. A Pupil survey will follow this letter as we seek the views and ideas of our wonderful pupils.

These continue to be challenging times and we must all continue to follow government guidance to keep ourselves and others safe.

I will write to you again on Monday 1st June after the government announces the results of the 5 Key Tests.

The information in this letter may prompt more questions from you. Please do not hesitate to contact me via the class email you are currently using and I will get back to you. Alternatively you can leave your questions here <https://forms.gle/eozYRCt2yA21c8dP6> or phone school on 0191 8148788 and I or a member of the Leadership team will ring you back.

Yours Sincerely

Mrs J Shaw