



**Wivelsfield Primary School**  
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www.wivelsfieldschool.org  
Headteacher: Mrs H Smith BA Hons NPQH

1<sup>st</sup> March, 2021

Dear Parents and Carers,

We are looking forward to welcoming all children to school in on 8<sup>th</sup> March. Most of our routines will remain as they were just prior to Christmas 2020, but please see the information below as a reminder. Please note the change to Rabbits entrance gate in the morning.

#### **Does my child have to attend school?**

- **Attendance is mandatory for all pupils**, unless they are ill or isolating due to Covid 19 requirements. It is not parental choice whether to send pupils to school or not.

#### **What date does school open for children?**

- The first day for all pupils is **Monday 8<sup>th</sup> March**.

#### **What are the arrangements at the start and end of each day?**

- **The car park will be closed at 8.30 and 2.30pm** each day to enable parents to wait safely, socially distanced, using the whole car park area.
- There will be no admittance to school premises beyond the car park each end of the day (except a maximum of 2 people at any time in the main foyer).
- There will be a staggered start and end to each day. Please ensure you arrive at the given time as shown below (not before, unless a sibling has an earlier time) and leave promptly.
- There will usually be a member of SLT present each morning and afternoon.
- Only one parent or carer is allowed to accompany their children on the school site.
- Until government restrictions on households mixing are eased, please ensure the adult responsible for bringing your child to, or collecting from school, is a member of your family bubble, or your regular childminder.
- Except for Years 5 and 6, it is essential you remain with your child until they are invited to line up by school staff. They must not be left in the care of another parent or carer. Should any child in Year 5 or 6 not behave in a responsible way, we will ask you to remain with them also.
- Please do not allow your child to mix with children from other year groups, with the obvious exception of siblings. Once your child is dismissed to you at the end of the school day, please ensure they stay with you. All day, we keep them either in single class bubbles, or 2 class bubbles outside, but that risk reduction is compromised if they mix once we dismiss them.
- Please wear a face covering on the school premises, unless you are exempt for medical reasons.

- You must ensure social distancing whilst waiting. The car park is spacious and can be used to spread out. It is closed to all traffic, except the bus, and we will make sure you are aware when it arrives. When the bus is on the school premises, please move from the car park and use the grassy areas and other paths to wait, ensuring you maintain social distancing.
- **Morning arrangements KS2:** please continue with arrangements as at the end of Term 2.
- **Morning arrangements EYFS and KS1:** to reduce crowding, please can parents of Rabbits, Hedgehogs and Robins ensure they use the car park to wait, rather than the area just outside the main entrance. As soon as they arrive, Rabbits should be the first class to line up, using the marked areas along the path and by the main entrance. If these are all taken, please wait in the car park area until a space becomes available. Hedgehogs and Robins should line up in the same way at their given time, or sooner if asked to.
- Please may parents and carers of Robins, Hedgehogs and Rabbits use the one-way system after morning drop off as before.
- Remember that staff are vulnerable as they are in contact with a large number of adults and children every day. Please ensure a 2m distance when talking with them and only one adult at a time – do not crowd round them.
- Teachers will bring classes to the staff car park area for dismissal to you at the end of the day. Please make yourselves visible.
- Please park considerately on nearby roads.
- Please do not park in front of the main school gates; access is needed for emergency vehicles at all times. There will be one bay there for blue badge holders.

	Drop – off		Collection	
<b>Owls</b>	KS2 gate	8.40 am	Leave on their own/ KS2 gate	3.15 pm
<b>Badgers</b>	KS2 gate	8.45am	Leave on their own/ KS2 gate	3.15 pm
<b>Otters</b>	KS2 gate	8.40 am	KS2 gate	3.10 pm
<b>Foxes</b>	KS2 gate	8.45 am	KS2 gate	3.10 pm
<b>Rabbits</b>	YR/KS1entrance	8.40 am	KS2 gate	3.05 pm
<b>Hedgehogs</b>	YR/KS1entrance	8.45 am	KS2 gate	3.05 pm
<b>Robins</b>	YR/KS1 entrance	8.50am	Main entrance	3.00.pm

#### Will my child be able to use the school bus?

- The school bus will be in service as in Terms 1 and 2.

#### Will my child need to wear uniform?

- We expect all children to wear uniform.
- We have been more relaxed about long hair during lockdown. However, once we are all in school again, please ensure any long hair is tied back, in line with normal expectations.
- Whilst school shoes are preferred, if your child has outgrown theirs, we are happy for them to wear a suitable alternative for the remainder of this term.
- Clothes will not need to be washed each day.
- We will be keeping classrooms well ventilated. Should the weather turn colder again, please ensure your child wears plenty of layers so they remain warm enough throughout the day .

- To avoid the need to change, children should come to school in PE kit on the days they have PE lessons. Your child may like to wear tracksuit bottoms (preferably black) over their shorts on cooler days. If boots with studs are needed, other footwear should be worn to school.
- Children who are having forest school should come to school in suitable clothes for this on the relevant day

### **Can my child bring bags and other equipment?**

- Children can bring bags to school. Please ensure your child brings either their book bag (essential in KS1) or a very compact backpack.
- To minimise risk of spreading infection, all children will be supplied with their own set of stationery to be kept in their drawer. If your child would like to bring a pencil case that is fine. It must be kept a school.
- Children should not bring any non-essentials in from home.

### **What will the school environment and routines be like?**

- Children will be kept in class bubbles for most of the day.
- At lunch and break times children will be allowed to mix in larger bubbles outside: Owls and Badgers; Otters and Foxes; Rabbits, Hedgehogs and Robins.
- Staff can move between bubbles, but this will be kept to a minimum.
- Parent volunteers will be welcomed as soon as we consider it is safe enough to invite you in.
- Whilst we will not expect children to maintain social distancing, we will encourage them not to touch staff and friends.
- Robin and Hedgehogs will have 'carpet time' in class, as usual. Children in Year 2 and above will continue to sit in rows facing forwards. Reception and Year One will have alternative seating arrangements, in line with government guidance.
- Children will be able to take reading books home.
- There will **not** be a one-way system around the school, but the number of children using the corridor or toilets at any one time will be regulated and carefully monitored.
- Children will be washing hands or using hand sanitizer regularly throughout the day.
- There will be no whole school assemblies, until government guidance changes.
- School meals will be offered, and can be ordered in the usual way.
- Fruit will be available for Robins, Hedgehogs and Rabbits for their mid-morning snack.
- Break times and lunch times will be staggered.
- Some classes will eat lunch in their classroom.
- There will be additional cleaning of toilets and hard surfaces in the middle of each day.
- Any parent meetings with teachers will continue to be offered by phone or an online meeting.

### **Will there be the same lessons as usual?**

- We are planning to teach a broad and balanced curriculum, but there will be a renewed focus on supporting the children's emotional well-being and re-establishing learning stamina in the classroom and a love of learning.
- There will be additional time set aside for work to support children who remain anxious or worried following lockdown and the ongoing impact of Covid -19.
- Additional support will continue to be provided for children where teachers identify any gaps in learning. This may be in the classroom, in a small group, 1: 1 or a combination of these approaches.
- PE lessons will be outside whenever possible.
- We will continue to provide remote learning for your child if they are absent because they are complying with clinical or public health advice, e.g. they are self-isolating.

### **Will there be extra-curricular clubs and curriculum enrichment?**

- Mrs Sinclair will be leading a range of after school sports clubs outdoors. As before, these will be for Ys 5/6, 3/4 and 1/2, so in line with our risk assessment, will be cancelled if it is too wet or cold for these to take place.
- In line with DfE guidance, we are not allowed to plan any offsite visits at the moment.
- We will not be having visitors for curriculum enrichment in Term 4.
- We will plan visits and visitors as soon as it is safe to do so and the DfE allows this.
- There will be no interschool tournaments until guidance changes.

### **Will there be wrap around care?**

- Larks Breakfast Club and Kingfishers After School Club will open as usual from **Monday 8<sup>th</sup> March**.
- Children will **not** be able to be kept in their class bubbles for these clubs.
- Numbers in both clubs will be strictly limited: 20 Larks, 25 Kingfishers.
- Larks and Kingfishers club will use the hall and outdoors for Term 4, instead of their usual bases.
- Bookings can be taken via Magic Bookings in the usual way. Please see the clubs tab on our website for further details of how to book.

### **Lateral Flow Testing**

Staff at Wivelsfield Primary School are taking part in lateral flow testing. It is hoped that the use of twice weekly LFD tests by staff will help to identify those who may be positive for COVID-19, but are asymptomatic, and so break the chain of transmission. This does not replace our procedures to keep the community as safe as possible and we will continue to practise these.

### **What happens if a member of staff has a positive LFD test?**

If a member of staff has a positive LFD test, they need to follow this up with a PCR test (the ones taken at test centres or sent via post for laboratory analysis). They, and members of their household, have to self-isolate and continue to do so unless and until they have a negative PCR test result. To reduce any risk of transmission, close contacts of that member of staff will not be allowed into school unless and until we have confirmation of a negative PCR test result. This is likely to mean the whole bubble, where that member of staff was working, will be affected and would be closed for at least 2 – 3 days.

Staff will be taking lateral flow tests in the evening, so should there be a positive test result, we aim to let you know by a text message that evening if your child will not be able to attend school the next day. Remote learning will be in place for all children affected.

### **Lateral Flow Testing for households of primary aged pupils**

On Sunday 28.02.21, it was announced that all households with primary school children can test themselves twice every week at home, as schools return from Monday 8<sup>th</sup> March.

*As with testing staff, this is because 'around 1 in 3 people with coronavirus (COVID-19) do not have symptoms but can still pass it on to others. Regular testing of people without symptoms (asymptomatic testing) is important to help stop the virus spreading. As lockdown restrictions gradually ease we all need to play our part to help protect each other.'* (DfE 01.03.21).

Schools will not be responsible for giving test kits to parents, carers or household members and we will share instructions with you detailing how to access the home test kits once we have received them. At the moment, primary aged pupils are not being asked to test, and testing of household members is voluntary.

**Afternoon School Closure Friday 5<sup>th</sup> March**

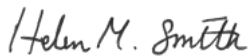
Please remember that the school will close for pupils at 12 noon on Friday 5<sup>th</sup> March so that we can rearrange classrooms and get everything ready to welcome all children back.

I hope this has provided you with the information you need in readiness for March 8<sup>th</sup>, but please do not hesitate to get in touch if you have any questions or concerns.

In the unlikely event that government advice changes to affect what is contained in this letter, you will get an update prior to March 8<sup>th</sup>.

Thank you for your continued support throughout these ongoing challenging, and very different times.

Kind regards,



Helen Smith  
Headteacher