

# Rounds Green Primary School

Brades Road, Oldbury, West Midlands, B69 2DP

Head Teacher: Mrs H Heap

Tel: 0121 552 1910 Fax: 0121 552 7332



14<sup>th</sup> July 2020

Dear Parents/Carers,

I hope that this letter finds you safe and well. Thank you for bearing with us whilst we finalise the plans for September. As you will be aware, we were issued with the Government guidance for schools opening to all pupils on 9<sup>th</sup> July and subsequent guidance has come out since from the Local Authority. You will also have a letter from the Director of Education; Mr Chris Ward and his letter should be read in conjunction with this.

Apologies for the length of this letter, but I want to give you detailed information about returning in the Autumn Term.

## New Teachers

You will have already received, or will soon receive your child's report in which you have been informed about who your child's teacher will be next year. To support the children with transition, the envelope also contains a photo of your child's new teacher, along with contact emails and families have been encouraged to make contact prior to the summer holidays.

## September opening

Due to the fact that many children have not been in school for several months, in order to support their return and to help them to adjust to their new classroom, teacher and very importantly, the new routines in school, we are going to stagger the start of the new academic year.

## If your child has a surname beginning with letters A-K...

These children will start back to school on Wednesday 2<sup>nd</sup> September and will also come in on Thursday 3<sup>rd</sup> and Friday 4<sup>th</sup>.

They will need to **stay at home** on Monday 7<sup>th</sup>, Tuesday 8<sup>th</sup> and Wednesday 9<sup>th</sup> September due to us settling in the second group (see below).

## If your child has a surname beginning with letters L-Z...

These children will come back to school on Monday 7<sup>th</sup> September, Tuesday 8<sup>th</sup> and Wednesday 9<sup>th</sup> September.

**All children** will be in school on Thursday 10<sup>th</sup> and Friday 11<sup>th</sup> September and thereafter.

**Children starting in Nursery and Reception have already received communication from their new teachers and have been given start dates. Please follow the information already provided.**

## Dropping off/collecting

We will be opening more entrances/exits at the start and end of the day to ensure that children can enter and exit school quickly and safely. We need your co-operation to ensure that this is done as safely as possible. You can do this by doing the following:

1. Only **one** parent/carer to come to drop off/collect.
2. Please come on time. To ease congestion, we will be operating a 'window' during which you can drop off and collect. Dropping off will be between

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- 8.40am and 8.55am. Collecting children can be done between 3.10pm and 3.25pm.
3. Please do not hang around on school site, or gather in groups. We need to ensure social distancing at this time to keep everyone safe.
  4. Do NOT come onto school site if you have any symptoms of COVID-19.

**Children will enter and exit through the following doors:**

- Nursery am – in through the Nursery door on the playground, collected by year 6 steps (by caretaker's house)
- Nursery pm – in by year 6 steps (by caretakers house), collected from Nursery door on the playground
- Reception – in and out by Reception's back door
- Year's 1 – 2 normal KS1 entrance
- Years 3 & 4 - by year 3 and 4 toilets
- Year 5 - by year 5 toilets
- Year 6 – by year 6 steps (by caretaker's house).

Please bear with us while we try this system out. If it needs adjusting after we have tried it, we will of course write and let you know.

**Bubbles**

Those of you whose children have already been in school will be familiar with bubbles. This refers to the groups that we are going to organise children into. From September there will be 5 bubbles in school as follows:

1. Nursery
2. Reception
3. Years 1 & 2
4. Years 3 & 4
5. Years 5 & 6

There will be staggered lunchtimes and playtimes to ensure that bubbles are kept separate.

**Wrap Around Provision**

Unfortunately, due to the need to keep bubbles separate, we will not initially be able to offer breakfast and after school clubs. We will try to get these going again as soon as possible.

**Curriculum**

The focus in September will very much be on settling the children back in and making them comfortable with lots of short burst activities building up to lessons of the usual length. Staff have planned to ensure that the key Maths and English skills that have been missed this term, will be taught first before moving on. Year 1 teachers are setting up their classrooms to look similar to Reception as we know that the children moving from Reception to Year 1 will still need an element of play based learning to begin with.

Classrooms in other year groups have been re-organised to ensure that the children avoid sitting opposite other children on tables and hence all children will be facing the front of the class. It has been recommended that adults in school stay 2m away from children; although it is recognised that this will not be possible with the youngest children or children with complex needs.

**Hygiene and cleaning**

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As you would expect, this is an essential part of our planning to welcome children back into school. School will be cleaned thoroughly each night as well as regularly throughout the day. Children will be expected to wash hands regularly and also use hand sanitiser. As you will see from the letter from the Director of Education, the use of masks for adults and children in schools is **NOT** recommended routinely.

### **Attendance**

A reminder that attendance for all school aged children is compulsory from September. If your child is unwell, you will need to follow our usual absence procedures and call school to report this. It is essential that you notify us immediately if your child has symptoms of COVID-19.

### **Behaviour and conduct**

We have reviewed our behaviour policy and a copy of this will be uploaded onto the website before the end of the week. There is a COVID-19 appendix. Please take the time to look at this. We will be expecting that children follow the rules and procedures in school to keep everyone safe and I am sure that we will have your support in implementing these.

### **What happens if someone develops any symptoms of COVID-19 or if there is a confirmed case?**

Please see the letter from the Director. If your child shows symptoms of being unwell, they will be isolated in a room until parents can collect. A member of staff will remain with them. It is essential that you provide us with up to date contact details upon return to school so that if we have to call you, we have the right telephone number. It is also important that you come to collect your child and take them home as quickly as possible.

### **Communication between home and school**

Contrary to how we would wish to work, unfortunately parents will not be allowed to come into school and we would ask that you come and drop off and collect as quickly as possible. Speaking to staff at these times is not going to be possible as we are going to need to staff several doors and staff need to be vigilant whilst greeting and dismissing the children. We are also requesting that parents do not come into the school office waiting area as this is a small space and is not conducive to social distancing.

You can communicate with your child's class teacher via the class email. This is the preferred method although please be understanding that staff will be teaching all day and so will not be able to reply immediately. Please see below for a list of the email addresses.

Nursery (Mrs Payne)	<a href="mailto:nursery@roundsgreen.sandwell.sch.uk">nursery@roundsgreen.sandwell.sch.uk</a>
Reception (Miss Shanahan)	<a href="mailto:rs@roundsgreen.sandwell.sch.uk">rs@roundsgreen.sandwell.sch.uk</a>
Reception (Mrs Feltham)	<a href="mailto:rf@roundsgreen.sandwell.sch.uk">rf@roundsgreen.sandwell.sch.uk</a>
1B (Miss Benton)	<a href="mailto:1B@roundsgreen.sandwell.sch.uk">1B@roundsgreen.sandwell.sch.uk</a>
1C (Miss Chilton)	<a href="mailto:1C@roundsgreen.sandwell.sch.uk">1C@roundsgreen.sandwell.sch.uk</a>
2B (Mrs Bridges)	<a href="mailto:2B@roundsgreen.sandwell.sch.uk">2B@roundsgreen.sandwell.sch.uk</a>
2S (Mrs Shuttleworth)	<a href="mailto:2S@roundsgreen.sandwell.sch.uk">2S@roundsgreen.sandwell.sch.uk</a>
3S (Mrs Smalley)	<a href="mailto:3S@roundsgreen.sandwell.sch.uk">3S@roundsgreen.sandwell.sch.uk</a>
3M (Miss Murphy)	<a href="mailto:3M@roundsgreen.sandwell.sch.uk">3M@roundsgreen.sandwell.sch.uk</a>
4W (Mrs Wood)	<a href="mailto:4W@roundsgreen.sandwell.sch.uk">4W@roundsgreen.sandwell.sch.uk</a>
4A (Mr Anderson)	<a href="mailto:4A@roundsgreen.sandwell.sch.uk">4A@roundsgreen.sandwell.sch.uk</a>
5B (Miss Bullock)	<a href="mailto:5B@roundsgreen.sandwell.sch.uk">5B@roundsgreen.sandwell.sch.uk</a>
5W (Mrs Winter)	<a href="mailto:5W@roundsgreen.sandwell.sch.uk">5W@roundsgreen.sandwell.sch.uk</a>
6B (Mrs Bovan)	<a href="mailto:6B@roundsgreen.sandwell.sch.uk">6B@roundsgreen.sandwell.sch.uk</a>
6O (Mr Oldfield)	<a href="mailto:6O@roundsgreen.sandwell.sch.uk">6O@roundsgreen.sandwell.sch.uk</a>

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You can also call school and leave a message for the teacher to call you back.

If you need a meeting with a member of staff, this appointment must be booked in advance and this will take place in a socially distanced way and parents/carers will be expected to wash hands before coming in.

In addition, we will also be writing to you frequently. You can find lots of information on our school website and we also have a twitter account (see very bottom of each page of the letter for links). Please keep an eye on these as whilst this plan is correct at the time of writing to you, things could change over the summer break. If I need to update you, then we will of course email and/or text but letters will also be uploaded onto the website, so please check it carefully towards the end of the holidays.

Again, apologies for the length of the letter, but I do hope that it has been informative and clear. I hope that you and your families stay safe and well and wish you an enjoyable summer. We very much look forward to welcoming the children back in September.

Kind regards,

Helen Heap

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