



Moss Bank Road, Manchester, M27 9XB

Telephone: 0161 921 1098

Email: wardley.ceprimaryschool@salford.gov.uk

www.wardleyce.co.uk

29th May 2020

Dear Parents/Carers,

Re: Wider school re-opening letter 1

Hope you are all safe and well.

The government's five key tests for the wider re-opening of primary schools were met yesterday. This means that we are set to put our wider re-opening plan into practice next week. We will continue to be open for the children of key workers from Monday 1st June. From Wednesday 3rd June, we will be welcoming back our Y6 children.

Parents and carers from these groups have already been given the opportunity to indicate whether they are sending their child back to school on these dates. Thank you to those of you who have told us in advance of your decision regarding this. Bear in mind, this is your choice and if you do not feel it is safe to do so, the school will respect your decision and continue to supply assistance with home learning, and all normal attendance procedures are lifted for the time being.

You must have informed school about your decision to send your child back prior to sending them in, and this must have been agreed by the school. This is because we can only take a set number of children as determined by our school's risk assessment. No child will be able to just arrive on the day without prior agreement.

We will be creating a special section on the school website with information about our wider re-opening to help keep parents informed and support them in their decision making. This will include the school's risk assessment document that has been approved by the local authority, the school's wider re-opening plan and school news letters about our wider re-opening.

This letter contains more information about how it will work and what it means for the children who will be able to return to school, but also to those who will still be home-based. It builds upon the information about our wider re-opening that you were given in the letter dated 20th May and the letters that have been sent out to the parents and carers of the Y6 and key worker children prior to their potential re-joining.



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It is important to look at the information on the website prior to your children returning to school. Some of the key points are set out in this letter, but there is more detail in the documents on the website.

By sending your child into school you are agreeing to abide by the systems and procedures that have been set out by the school. This is the only way to ensure the children are as safe as they can be as well as you as parents and the school's staff.

As per government advice you should not send your child into school if they have any of the following symptoms of Covid 19.

The main symptoms of coronavirus are:

- High temperature – this means you feel hot to touch on your chest or back (you do not need to measure your temperature).
- New, continuous cough – this means coughing a lot for more than an hour, or 3 or more coughing episodes in 24 hours (if you usually have a cough, it may be worse than normal).
- Loss or change to your sense of smell or taste – this means you've noticed you cannot smell or taste anything or things smell or taste different to normal.

If your child or any member of your household have any of these symptoms, you should ensure they do not come to school and use 111 online coronavirus service and report this to school as soon as practicably possible.

Before School

Please can we ask you to be even more vigilant when your child wakes up in the morning and if you have any concerns about their health or if they are showing any of the symptoms above, keep them home from school and notify us as quickly as you can.

We need to be aware of any specific pre-existing health conditions your child has that makes them more vulnerable to Coronavirus and whether there is an extremely vulnerable person at home. Please let us know this information by e-mailing the school office.

Entry Into school

We are strictly following the government's guidance on social distancing and will be asking all parents to follow this on the school's grounds. In order to reduce transmission risk, there will be a staggered start and end to the school day. There will be designated times for each bubble, designated entrances onto the school's grounds.



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The information about this will be sent out prior to a child returning to school and is in the school's wider re-opening plan (available on the website). There will also be signage on the external doors, and staff, to direct site movement.

School expects that children are **dropped off and collected at the set times**. This is to reduce movement on the school grounds and around school caused by children arriving or being collected outside of the designated times.

School bubbles

As groups return, they will be organised into bubbles, in line with DfE guidance. Each bubble consists of a small number of children (Our largest has just 12 pupils in it) and two staff members (a teacher, supported by a teaching assistant), which stays together for the whole day. The bubbles will be kept separate from each other. The daily timetables and school systems will ensure that the bubbles do not mix.

The teacher and teaching assistant that the children are with, in their bubble, may not be their normal class staff – it might be other members of the Wardley staff team. We understand that this might seem strange for the children, especially as they will be looking forward to being back with their class, but we must do this to follow the guidance.

The details of which bubble a child goes into will be decided by the school's leadership team. When they are in a bubble they will not move from it. Each week we will see if any more children from the eligible year groups wish to return from the Monday of the following week. The school office must have been informed by noon on the Friday, for this to happen. New children will always join the bubbles on a Monday. This must have been arranged with the school office – no child can just re-join on the day. This is because we need to ensure that the pupil numbers are within the maximum set for each bubble.

We have the staff capacity and suitable room space to run a maximum of six bubbles in our school. Five bubbles will be up and running in the week beginning 1st June. We will have one uncommitted bubble at this point. Its future use will be determined by the demand for pupil places. When it is set up it will be for one group of children only. The priority order for this is firstly the children of key workers and then Y6 children.



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PUPIL BUBBLES		
PUPILS	STAFF	BUBBLE DETAILS
Y3/4/5 Key Worker Bubble	Teacher: Mr A Houston Teaching Assistant: Mrs C Evans	Based in Y4. Maximum 10 pupils.
KS1 Key Worker Bubble	Teacher: Miss R Hoque Teaching Assistant: Mrs J Davenport (Mrs L Conlon on a Wednesday)	Based in Y1. Maximum 10 pupils.
EYFS Key Worker Bubble	Teacher: Miss L Hargreaves Teaching Assistant: Mrs G Prinn	Based in NUR. Maximum 10 pupils.
Y6 Bubble A	Teacher: Mr D Foster/Mrs M Mackay Teaching Assistant: Mrs E MacLeod	Based in Y6. Maximum 12 pupils.
Y6 Bubble A	Teacher: Miss L Hay Teaching Assistant: Mrs A Snaith	Based in Y5. Maximum 10 pupils.
Spare Bubble	Teacher: Mrs M Mackay (Mrs K Walker would go into Y6 Bubble A) Teaching Assistant: Mrs T Powis	Based in Y3 Maximum 10 pupils.

Teaching

The curriculum will not be fully implemented as normal, but we will endeavour to ensure that lessons are as age appropriate, engaging and purposeful as we usually offer. Where possible the activities delivered at school will be linked to the work conducted outside the school by classmates

The teachers in the bubbles will be responsible for the teaching and learning that takes place in school.

There will be a special team of staff up to support the delivery of the online learning for the pupils who are at home.

Mrs Flanagan will deliver the home learning for the children in EYFS

Mrs Mackay will deliver the home learning for the children in Y1 & 2

Mr Tinkler will deliver the home learning for children on Y3 & 4

Mrs Walker will deliver the home learning for pupils in Y5 & 6

The school will carry on using school spider to deliver its home based learning. Each week there will be one blog set for each year group and one discussion page open per week. The blog will be put on-line each Monday morning. The discussion page is there so that pupils and parents can communicate with the teacher, ask questions and upload work if they want to.



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Monday's blog will outline the week's learning and any attachments can be applied to the blog (so that everything is in the same place). The work set out for home learning is there as an offer. It is important that parents and carers should only do what they feel is manageable. Also, there is no expectancy that work is printed out. Pupils can write answers in their workbook; it does not have to be completed on the sheet.

Parents and carers will still have access to the Maths No Problem module

The weekly blog will include the following tasks:

- Maths No Problem - daily task
- Mathematics - daily task
- 5 a Day - daily task
- Spellodrome – weekly task
- Spag Mat task – weekly task
- Comprehension – 2 per week
- Writing Task – 2 per week.
- Topic Task – weekly task based on one of the foundation subjects – such as history.

The school office

If you need to contact the school office at all from next week please can we ask that you use email or phone. The school office will be manned during the day, but strict social distancing measures are in place and access to the building will be restricted. We will be running a queueing system similar to your local supermarket with lines marked outside. Where possible queries will be dealt with using the intercom. You can only enter the entrance foyer when the office staff indicate that it is safe to do so.

Uniform and book bags

Children do not need to wear school uniform as it would be better if they wear clothes that can be changed daily and washed when they get home. The school is also encouraging a bare below the elbows approach for staff and children to facilitate effective hand washing.



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Children should not bring rucksacks, book bags or pencil cases into school. This is to avoid cross contamination with home. School will provide each child with their own pencil case and resources. Children will not be taking books home. School will ensure that extra opportunities for reading are built into the school day to compensate for this.

Snacks and water bottles

All children can bring in a healthy snack to have at break time as normal. All children must bring in a water bottle to drink from. This bottle will be kept on their desk. It should have a smooth surface, not fabric, so it is easy to wipe clean

Lunchtimes

All children will eat their lunch in the classroom. Those children on packed lunches and children on paid school dinners should bring a packed lunch in a plastic bag. This will be disposed of after lunch. Dinner arrangements will be reviewed at a later date. Parents and carers entitled to free school meals will continue to receive FSM vouchers and should also provide their child with a packed lunch.

Playtimes

Each bubble will have its own set play area and time. The children from the bubble can only play in their designated area. Each bubble have a basket of outdoor equipment which remains with them. Play will be non-contact/non-team game based with the equipment chosen to promote independent activity e.g. skipping. The play equipment will be washed by the welfare staff using warm soapy water at the end of each lunchtime.

Before and after school clubs

There will be no Breakfast club or After School clubs. This is because it does not fit with the principles of the bubble model. Children and staff from different bubbles would be mixing.



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Social distancing

We appreciate that this will be a really important part of school life as we proceed with our wider re-opening. We are asking your help on re-enforcing the messages we will give to children inside school. This means ensuring the children stick to social distancing when outside school if they see friends or other family members and the importance of regular handwashing.

Inside school, the furniture in classes has been re-arranged to ensure children are sat 2 metres apart. There are set toilets and sinks for the different bubbles to use. As the children move around school there is a one way circulation system, with floor marking and signs to help the children follow this.

Fire safety

The school's fire procedures have been updated in light of Covid 19. The main change is that the children will line up in a socially distanced way at their evacuation points. The school will hold a fire practice in the first week back to ensure that everyone is familiar with the new procedures.

Communication

Regular communication is going to be vital as we go forward with the wider re-opening plan and into the summer term. We will be messaging updates as and when necessary. We would ask you to inform us of any change to your circumstances and if your children are not coming into school for any reason. We will be posting a weekly wider re-opening newsletter on the website.

I would like to say a huge thank you for all the hard work from the school's staff and governors to get us into a position where we are able to start the first phase of our wider re-opening. It is only with this wonderful support, and collective effort, that we are in a position to take these next steps. We very much look forward to taking them together with you as we steadily and safely head back to some sort of normality.

Many thanks for your continued support.

Yours sincerely,
Mark Foster,
Head teacher.

