

# GLENDALE INFANT SCHOOL

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1<sup>st</sup> June 2020

Dear Parents/Carers,

## KEY WORKER BUBBLE KW1A

As we prepare for a wider opening, to include Reception children, from 8<sup>th</sup> June, we ask that you read the following information carefully.

We have followed the advice and guidance from the DfE and Local Authority, to try and make the return of our Reception children alongside Key Worker children as safe and welcoming as possible. The Risk Assessment will be available on the school website shortly, should you wish to look at it in more detail.

### **START TIME:**

Your child will continue to enter school via:

**Gate 3 (Red Gate) on Oldany Way** – please queue on the pavement. Please use the markings on the footpath & fencing, observing the 2m distancing rule.

You will need to bring your child **between 8.45 – 8.55am**. If you are late, then you will have to wait until after the next groups drop off time.

You will need to wait outside the gate and a member of staff will come and unlock the gate and let your child(ren) in, parents will not be allowed to come on site, except in an emergency/prior invitation. This will reduce the risk of spreading the virus as the number of adults and children returning to school increases. We ask that only 1 adult/person drops off and collects. We are asking that parents do **not** park in Skye Close and Oldany Way to ensure pedestrian safety. If you have 2 siblings, in different groups/bubbles, you can bring them both to the same entrance and they will be escorted to their room/bubble by a member of staff.

### **EARLY BIRD:**

You need to ensure you have booked this provision in advance, a member of staff will collect children from your allocated gate, one collection at 8am and the other at 8.30am. If you are paying by cash please have it in a clearly labelled envelope, if you do not have the correct change, we will put any overpaid money owed to you on a pre-payment card.

**All** key worker parents will be expected to pay for provision from 1<sup>st</sup> June. If you use a pre-payment card already, we will notify you when your funds are low. If you do not have the payment on the day your child will **NOT** be able to use the provision.

## **ORGANISATION:**

Lunchtimes- If your child has their own packed lunch or a deli bag they will eat this in the classroom or outside space. Hot dinners will be served in the hall. There will be 2 sittings.

Children should **NOT** bring in any personal belongings, including bags and book bags with the exception of:

Own packed lunch (if bringing) please put it into a carrier bag, these will be disposed of at the end of lunchtime, so do not overfill as food will be wasted

Drinks bottle

Coat/jumper/cardigan

Hat

Sun-cream – please ensure your child's name is on the container.

Our kitchen will be providing meals for all children as normal, there will be one hot and one deli option each day.

Children should **NOT** bring cuddly toys, or toys of any description.

If your child comes to school on their bike or scooter you will need to take it home at the moment.

Children are expected to be back in their uniforms from 8th June, if their uniform no longer fits please telephone/email school and we will try and provide some second hand uniform.

## **LEARNING:**

Teachers will be planning for some learning throughout the day, including reading, writing, phonics and maths. Topic activities will be planned around the themes for this term and children's interests. There will be plenty of opportunity to support their personal, emotional and mental health/well-being too.

## **ABSENCE:**

Parents have already begun to ask if their children have to be in everyday, we are leaving the decision to you, but you will need to use the usual absence reporting and phone/text school to inform us of your child's absence. There will be no partial days.

If their absence is unreported, we will record it as unauthorised.

If your child shows any symptoms of COVID, you must **not** bring them to school. Nobody with symptoms should be dropping off or collecting them either.

## **COVID:**

If we have anybody with suspected COVID symptoms we will close that bubble immediately and send all of the children and staff home for a minimum of 14 days isolation (as per the government guidance.) We will encourage the person to get tested, if the result are negative we would be able to open to the bubble sooner than 14 days. The areas that the bubble use would immediately get a deep clean.

**HOME TIME:**

**Your collection time is 2.45 – 2.55pm.** Whilst you are waiting for drop off or collection please ensure you follow the social distancing guidelines, ideally cross over the road onto the other footpath to avoid congestion. Please move on promptly once you have dropped off/collected your child.

Thank you for your ongoing support in these strange times, your patience is greatly appreciated. We understand it might be frustrating at times if you have to wait, please bear with us, we are simply trying to ensure your child's/family and staff safety. Any type of abuse towards staff will not be tolerated and could result in the place for your child being withdrawn.

If you have any questions at any time please do feel free to ask, please do this via phone, text or email and not when dropping off or collecting to avoid unnecessary waiting for other parents/children and staff.

Yours sincerely,

Louise Hopkins  
Headteacher