



CHRIST THE KING CATHOLIC COLLEGIATE

A Multi Academy Company

— Together as one community with Christ at the centre —



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Dear Parents and Carers,

As promised in my previous letter to you, I write to you with the full details of the phased opening of our school from June 1st. This letter is detailed and will require several reads and re-referencing. The tone to this letter is not my usual and I am sure that you will find it a formal read. I do not wish to cause anxiety or concern by providing you with such detail and such stringent measures but I am sure that you can appreciate the need for me to be open and honest about the changes which we have been asked to make to our school by the Government, in order to do the best that we can to protect the safety of your child, your family, our staff and the wider school community. I need to be fair to you by being completely transparent so that you can decide on the best option for your family about whether or not to take up the reserved place for your child/ren to return back to school.

As mentioned in my previous letter, our governing body and CTKCC have approved our Risk Assessment. However the success of the risk assessment is totally dependent on children and adults following the measures that will be in place throughout the school from the 1st of June. I therefore need to make it clear that I cannot make a 100% guarantee of anyone's safety. I can only let you know of all the measures which we have put into place in order to reduce the risk. Once you are clear about the risk, there will also be a requirement on your part to **make the final decision for your child/s attendance and then to adhere to the strict safety measures in place, in order to greatly reduce the risks.**

The measures set out below are first and foremost based on the government guidelines. The risk assessment, which has formed these measures, is heavily dependent on the numbers of children who have reserved a place at the school from June 1st and our staff availability. Parents who did not respond to booking a place by Monday 25th May, as requested, and all **the parents who replied with a definite 'no' cannot change their minds** as the measures only work with the numbers we have been provided with. **You can, however, decline even though you have responded with a 'yes'.**

Please continue to read to the end of these measures, no matter what age group your child is in - this is **crucial information** for everyone.

Measures which will be in place for the Phased Opening of EYFS:

Nursery – Closed (apart from specific children who can attend from 1st June)

Our Nursery will only be available for children of **key workers and children and those who have brothers or sisters in Reception Class, Year 1 and Year 6 and are attending school**. We have a maximum capacity to take 8 children into our Nursery setting, I understand that a number of parents will be disappointed with this outcome as after Key Worker children the largest uptake for places at are school have been for our nursery class. We have made the decision for several reasons:

*Children in many European countries, including those mentioned by the government as a comparison to our country, such as Denmark, don't start school until they are 6 years old.

* Nursery aged children are less able to keep to strict rules moving around school and with their classmates.

* Nursery aged children are very young and the set-up of classroom space and provision will not look or feel like the learning environment that they are used to which in turn could significantly harm their enjoyment of being in school.

*The children may not be with their usual teacher due to staff shortages.

We believe it is in the best interests that **Nursery children stay at home**.

Reception Children (Open from 15th of June unless a Key Worker child)



We are willing to **open the school to our Reception children**. As this is the summer term, they have had a longer experience of what school is really like. Although their learning experience will be much different and reduced, they are less likely to be upset by the strict rules in place and the stark differences in the environment. They will, we believe, be mature enough to transition **into a more formal set up similar to that which they will experience in a Year 1 setting**. Following the government guidance to social

distance at 2m, there is the availability for 6 children in each reception classroom; we therefore cannot guarantee that your child will be in their usual classroom.

Measures for ALL CHILDREN and the SCHOOL COMMUNITY.

a) You must not send your child to school if they or a member of your family are displaying any **symptoms of Coronavirus**.

b) If your child or a member of your family has symptoms of Coronavirus then your child(ren) must remain away from school and they must be tested for the virus and others in your household. Results then need to be presented to the school before your child can return. If the test outcome is positive then your child and family members must self-isolate **for 14 days**.

c) Only one parent must accompany their child to and from school.

d) There are staggered arrival and pick up times and areas for each year group

- Nursery – 9:00-2:30 At the Nursery Door from Stanier Street
- Reception – 9:15 to 2:45. At the usual Reception door
- Year 1- 9:30 to 3:00 - At the usual Year 1 door
- Key Workers 9:00 – 3:00 at the KS2 door on the Silverdale Road side of the school
- Year 6 - 8:45 to 3:15 Drop off and collection at the KS2 door on the Stanier Street side of the school

Please see the attached map of the **Staggered arrival and drop off areas and times** on page 7)

IN ORDER TO PROVIDE THE STAFF WITH PLANNING, PREPARATION AND CLEANING OF CLASSROOMS AND THE SCHOOL FOR THE FOLLOWING WEEK, THE SCHOOL WILL CLOSE EACH FRIDAY BY 1:00. THEREFORE ON A FRIDAY ONLY. THESE ARE THE PICK UP TIMES FOR EACH YEAR GROUP:

- Nursery – 12:15 At the Nursery door from Stanier Street
- Reception – 12:15 At the usual Reception door
- Year 1- 12:30 - At the usual Year 1 door
- Key Workers 12:30 At the KS2 door on the Silverdale Road side of the school
- Year 6 – 12:45 At the KS2 door on the Stanier Street side of the school

Families with more than one child will be text a different time to suit their needs and a separate collection area.

e) In line with the government guidance, **only one adult is allowed** to bring and collect their child/ren from school. You and your child must stay at a 2m distance from others by waiting at the 2m marker cones. When you are at the final 2m marker, you must wait for a member of staff to indicate that your child can leave your supervision.

f) Your child will be asked to sanitise their hands at the sanitiser table before entering the school. This will be overseen by a member of staff. At this point you can then leave your child in our care.



h) Once a member of staff indicates that you can leave your child please do so in the opposite direction of other parents by following the signs. Please leave the school grounds promptly.

j) Once your child is in school, they will see that there are 2m distance markers in place throughout all of corridors and a one way system. All children and staff must adhere to this system.



k) Should Nursery, Reception and Year 1 children bring a coat to school, they will place it on a peg which will be distanced at 2m from any other child's. For Key Workers and Year 6 children, they will place their coat in a locker. Only one child will be able to visit the locker at any one time.

l) For children who usually bring sandwiches to school, Y6 children and Key Worker children will place their sandwich boxes underneath their table. Year 1, Reception and Nursery children will place them within their classroom. For Y6 and Key Workers, water bottles are to be placed on their desk. Year 1, Reception and Nursery children will place them within their classrooms. No other resources such as bags or reading books will be allowed in school.

m) Your child will be seated 2m away from other children in their classroom. Your child will be allocated a desk which they will remain seated at during their time in the classroom and throughout



their time during this phased opening. Other learning areas of the building such as the hall, IT room and music room will not be in use. Your child will be provided with their own labelled resources in a clear labelled bag.

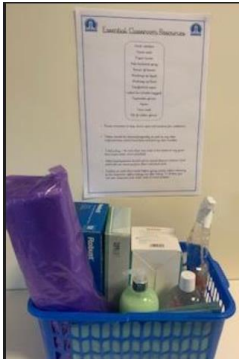


There resources will remain on their desk. **No bags or equipment to be brought from home, only essential medical care such as an inhaler**, are to be brought to school and no items from school are to be taken home.

n) The teaching staff will be 2m away from the children and will plan lessons which are very much different to the lessons which they are used to. Outdoor learning will take place, which will be coordinated

so that children remain within their 'protective bubble' and use a zoned area of the outside space.

o) Washing facilities for **regular handwashing** will be available in all rooms and all classrooms have hand sanitiser. Desks and surfaces, which children are likely to touch (e.g. door handles), will be



cleaned regularly. There is PPE available for staff in each classroom should they feel the need to use it eg. if a child begins to display symptoms of the virus. Lidded bins are in all classrooms for '**catch it bin it, kill it**', along with **plenty of tissues**.

p) **Each class (bubble) needs to be shielded within their 'protective bubble' with their two members of staff** and so playtimes and lunchtime will be staggered in separate zoned areas.

q) At lunchtime children will be asked to wash their hands before and after they eat their dinner. Hot meals will not be available as children will **eat in the classrooms** at their desk, instead Chartwells will be providing ham or cheese sandwiches and vegetable sticks with a bottle of water or a milkshake. Tables will be cleaned before and after use. Outdoor equipment will be limited as children will not be able to play collaboratively.

r) Children will have **timetabled toilet breaks** in order for us to **ensure social distancing rules and maintain the integrity of groups by not mixing with others. One adult will supervise toilet breaks and only one child will be allowed to visit the toilets at any one time.**

s) **The curriculum will not be delivered in the usual way.** We will aim to settle our children into good learning habits and will be promoting positive states of mind and attitudes to learning, in the first instance. We will then increase the number of more formal lessons in phonics, reading, maths and writing etc. over time

t) Our focus will be on the daily routines of **learning how to socially distance, use good hygiene practices and follow the school rules** in order to continue to **keep the children, you and our staff safe. All children will create a behaviour charter to help them to develop and stick to the new rules**

u) If your child becomes ill throughout the day, we will take their temperature (37.5 degrees can indicate a temperature), they will be taken to an isolation room and be attended to by a member of staff in full PPE. You will be called to come and collect your child **immediately**. They will remain in isolation until you arrive. If they have displayed Coronavirus symptoms, you must get your child tested and inform the school of the result immediately. If positive, members within your household

must remain home for 14 days and self- isolate within your family group and staff must then self-isolate until no further cases have developed.

v) Any **queries to the school must be done over the phone** and **only in person by a prearranged appointment made through a telephone call to the school office**. We cannot have more than one person in the reception nearest to the office at any one time as this poses a risk.

w) Families MUST keep to social distancing rules outside of the school day – **failure to do so puts all the group members and their families at risk and will result in your child losing their place**. We will be enforcing this as **a risk reduction measure and I will make the decision**. If I am told of members of your family that you live with, or indeed yourself, breaking the clear and most recent guidance, **I will ask you to keep your child at home until the guidance changes**. We **will not take the risk** that a family may or may not have broken the guidelines. **My decision will be final** and I have been given the reassurance from our MAC and Governors that they will fully support me in this.

If you have reserved a place for your child then you will receive a text from us to confirm your place, the date to which your child can attend from and the class teacher and room in which they will be taught in. **Please do not arrive at school if you do not receive a confirmation text**.

Our school will not look or feel like the school we know and love – you must begin to prepare your children for the more clinical environment we are preparing for them in order to keep them as safe as possible. Despite such changes to our school, many things will remain in place: the love, care, reassurance and guidance from the staff, who will, as always, be here for your child/ren. Training sessions have taken place for staff to ensure the safety of your child. All staff want you to know that they will provide the highest quality of care for your child.

More than ever, we are relying upon your co-operation and support during this phased return to school. I thank you for reading through the detail within this letter and hope that you appreciate that this level of detail is necessary to ensure everybody's safety.

With much thanks,

Mrs D Mellor



Headteacher

Staggered arrival and drop off times and zones staggered areas for break and lunchtimes

