



# The Eliot Bank and Gordonbrock Schools Federation



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16 June 2020

Dear Parents and Carers,

## Wider Opening Plans for Year One from Monday 22 June 2020

I hope you are safe and well.

Yesterday we welcomed Reception children back to school. It was great to see their smiling faces as they arrived and made their way to their new Bubble classrooms. We have already had positive feedback from parents and children about school's 'new normal,' and we are constantly reviewing our systems and procedures in our best efforts to keep everyone safe.

Having reviewed our risk assessments, we are pleased to confirm that we are able to welcome our Year One children back to school on **Monday 22 June 2020**.

To help you to make your final decision as to whether or not your child will return to school, we thought the following information would be useful.

### **Class Organisation – 'bubbles'**

- Children will be allocated a teaching space with **up to 13** children from their current year group, this means they may not be in their usual classroom.
- The children will be with the same group of children throughout the whole week. They will not mix with other children in the school.
- The intention is that they will be with the same staff all week – one teacher and one teaching assistant (or two teachers if the Bubble is led by a job share partnership).
- Children will be given their own designated spaces in the classroom.
- In line with government guidance, we will be learning outdoors as much as possible, with each bubble enjoying allocated time in the playground.
- Our Behaviour Policy will be implemented as usual, with a focus on rewarding positive behaviour and sanctioning behaviour that is inappropriate. As always, we will endeavour to work in close partnership with you in supporting your child to make the right choices at school and we ask you to support the work of the school, at home.

### **Cleaning**

- Your children's classrooms are in the process of being organised, deep cleaned and sealed until they are needed on Monday 22 June.



- We have employed additional cleaners to be onsite and to carry out regular cleaning during the school day, not just at the start or end of the day.
- Children will be directed to wash their hands, at least, as follows:
- On arrival, after break time, before Lunch, after Lunch, before going home.
- Children will use the toilets designated for their year group only.
- All soft furnishings, cushions and carpets will be removed from the classrooms.
- There is no expectation that staff will routinely wear face coverings. However, staff may wear PPE in very specific circumstances.

### **Lunchtime**

- Children will be provided with a school packed lunch or they can bring one from home.
- They will eat lunch in a designated outside space or in the classroom if it is raining.
- Children will store their packed lunch and their water bottle at their designated space.

### **What will children need to bring/wear?**

- Children will need to wear their school uniform as usual. They will need to wear clean clothes each day. This means we understand that, on some days, they may not be wearing the exact uniform if some items are being washed. We ask that they wear items which are as similar to school uniform as possible on those days.
- They will need to bring a packed lunch if you choose to send one from home. Otherwise, it will be provided in school.
- They will need to bring a full water bottle.
- Please ensure your child is wearing appropriate clothing for the weather as they will be outside.
- They will need to wear trainers every day as they will not be changing for PE.
- Please apply sun cream before school if necessary.

### **The start/end of the day**

- In order to reduce the number of people at the school gates we will have staggered start times and staggered collection times. You will receive more detail about your child's timings once you have confirmed that they will be returning to school. The latest your child *could* start is approximately 10.00am and the earliest finish time *could* be approximately 2.00pm.
- Only one adult should drop off/collect children.
- Children should be dropped off at the school gate.
- Children should be collected from the school gate.

### **Access to the school**

- We ask that you continue to contact the school office as you have done during the school closure period – by telephone or by email.
- If you need to contact the class teacher, you can speak to a member of the office team, leave a message on the school answerphone or email in the usual way.



- You should enter the school office for emergencies only and we will expect you to follow the social distancing signage and expectations in place there.
- If you feel you need to meet with someone in school, face to face, this will be by appointment only so that we can ensure the appropriate social distancing conditions are in place ahead of the meeting.

### **Home Learning for children who do not return to school**

- Our remote home learning offer will continue as usual for these pupils.
- Home learning will be available on our website. For those who cannot access this online, we have packs available to post.

### **Next Steps**

We appreciate that making a decision about your child returning to school may be difficult for you and we hope that this information has helped.

We would like you to **email us by 2.00pm tomorrow, Wednesday 17 June 2020**, to let us know if your child is returning to school on Monday 22 June 2020. That way, we can finalise our plans and let you know what the arrangements will be for your child's specific bubble, as soon as possible.

Please email us in the usual way at [info@eliotbank.lewisham.sch.uk](mailto:info@eliotbank.lewisham.sch.uk)

**Your email must be emailed to this email address only.** If it is sent to any other email address, it will not be picked up by the office staff who will be compiling the list of returning pupils.

### **Important information**

If you decide not to send your child on Monday 22 June 2020, we realise that you may decide at a later date, that you would like them to return to school. This is a possibility, but it is important to stress that your child will not be able to start school immediately that you make that decision. If you inform us that you want your child to return at a later date, you will be given a future start date that could be up to a week later. This is because the organisation of the social bubbles and their staggered timetable is a complex logistical task and we need time to plan for the admission of additional pupils – it is not as simple as adding a child to an existing bubble. Also, as you will know, safety in this matter is my priority.

We look forward to hearing from you tomorrow.

Yours sincerely,



Maria Gilmore,  
**Executive Headteacher**  
**Eliot Bank and Gordonbrock Schools Federation.**

