

Bedwell Primary School



Headteacher: Miss E L Shaw, B.Ed

Bedwell Crescent, Stevenage, Hertfordshire, SG1 1NJ - 01438 351198
admin@bedwell.herts.sch.uk - www.bedwell.herts.sch.uk

12th July 2020

Dear parents and carers,

RETURN TO BEDWELL - SEPTEMBER 2020

Having now received confirmation from the Government and the updated risk assessment from Herts County Council about how schools should operate in September, we are now in position to share our plans with you. For those of you who have not had children in school there will be new procedures for you to understand and follow, in order to keep our children and staff as safe as possible. If you have had children in school some of the guidance has slightly changed. Life in and around school will be very different for our children. To prepare them for these changes we will be sending you a booklet for you to share with your child now and again before they return in September.

Class arrangements

- Children will be kept in a larger **bubble** with the other children in their class. They will play with these children and have their lunch with these children. They will not come in to contact with another group throughout the day.
- Children in Years 1 to 6 will be seated in rows facing forward with the teacher at the front of the class.
- Children will be provided with their own individual stationery kit to keep on their desk.
- Please provide your child with a named water bottle which will be returned home daily.
- Staff will be assigned to bubbles of children and will be kept as constant as possible.
- Year 6/5 will not be setting for maths.
- Children will have access to the full curriculum. Initially we will be focusing on PSHE elements to support the children in their transition back to school.
- PE will be taught outside when possible. (Outdoor kits will be needed.)
- Children will receive homework and reading books. Books returned to school will remain in quarantine for 72 hours before they are returned to the school stock.

Attendance

- School attendance is compulsory from September.
- Normal attendance rules apply. If your child's attendance drops below 95% you will be required to provide the school with medical evidence.

Illness and Covid 19 symptoms

- Please notify the school office of any Covid-19 symptoms shown by your child or any member of your family (a new continuous cough, a temperature above 37.8°C, loss or change of sense of smell/ taste).
- Children with Covid symptoms must remain at home and have a test.

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- If someone in the household has a symptom the whole household must remain at home until a negative test is received.
- All other children's illnesses will follow usual absence procedures, including the 48 hour rule for sickness and diarrhoea.
- Please ensure you collect your child swiftly from school if we contact you.

Check your contact details are up to date so staff can contact you by phone.

Hygiene in school

- Face masks are to be taken off at the gate and given to parents or placed in the child's bag.
- All children and staff will wash their hands on entry to and exit from the school.
- Children and staff will also wash their hands after break, before lunch and after lunch as a minimum. Anti-bacterial soap and hand cream are available at all wash stations.
- Only one child will be allowed in the toilet or at the sink at any one time.
- Staff will wear appropriate PPE when changing your child or providing intimate care.
- Only essential visitors will only be allowed on site, following a health and safety briefing.
- Any member of staff displaying symptoms will be sent home immediately.
- Lessons will initially focus on hygiene as well as mental wellbeing.
- Surfaces will be regularly cleaned and disinfected.
- TAs have and will continue to support the cleaning team to increase capacity.
- Alcohol wipes will be available to wipe laptops, ipads and other equipment before and after use.

Uniform

- Normal full uniform policy will apply including PE kits. Please ensure all items are named.
- School uniform and PE kits should be washed and cleaned as usual.

School drop off and collection arrangements

Class	Start time	Finish time
Bumblebees (Nursery)	8.50	11.50
Butterflies (Reception)	9.00	3.20
Ladybirds (Year 1)	8.30	2.50
Hedgehogs (Year 2)	8.40	3.00
Moles (Year 3)	9.10	3.30
Badgers (Year 3/4)	9.00	3.20
Rabbits (Year 4)	8.40	3.00
Foxes (Year 5)	8.50	3.10
Eagles (Year 5/6)	8.30	2.50
Falcons (Year 6)	9.10	3.30

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- Start and finish times will be staggered to alleviate congestion.
- Children will enter and leave the school at different points.
- Parents must maintain social distancing while waiting to enter the site.
- Parents are only allowed on site at your child's allocated start time and end time.
- Children must be on time for school and parents need to be on time to pick them up.
- Parents must leave the site once your child has been dropped off or collected to reduce congestion and contact - please don't stop for a chat with other parents on site or at the gate.
- Children must enter and leave the building through their allocated entry point.
- Only one parent is allowed on site to drop off and pick up children (if key stage 2 children are able to enter and leave the site without you please do this).
- Please avoid making medical / dental appointments during the school day to avoid unnecessary movement in and out of the school.

Lunchtimes and playtimes

- Lunchtimes and playtimes will be staggered across the school.
- Children will have an allocated place to eat their lunch either in one of the halls, the dining room or their classroom.
- Midday supervisors working with children over these times will be consistent.

School office and communication

- Please ring or email the school with any queries as parents will only be allowed into the school by appointment.
- All communication with teachers is via email - admin@bedwell.herts.sch.uk
- Dinner money can be paid online via the gateway app or in weekly blocks in a named envelope given to the class teacher.

Breakfast club / After school clubs

- Breakfast club and after school clubs will not start until after half term.

All of the staff are looking forward to September when we can finally have our whole school family back together.

Please continue to keep yourselves and your family safe over the summer.

Miss E Shaw

Miss E L Shaw
Headteacher