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Dear Parent/Carer

Important information about returning to School on 1st September 2020

Firstly I would like to thank you all for your support during these challenging times. We have been open for key worker children from the beginning of the pandemic and over the last few weeks we have slowly increased the number of children as space and Government guidelines allowed.

From 1st September all children will be expected to return to full time education. The Government has stated that penalties will resume in September for non-attendance. We are due to receive a further Government update on 11th August and if this changes any of the details in this letter we will of course update you before 1st September.

School has implemented changes due to social distancing and hygiene and things will look different from September. These measures will be in place until further notice. Year groups will be in 'bubbles' to limit contact around school with frequent hand washing observed throughout the day. School uniform is expected for all children with sensible school shoes.

Please ensure you follow the latest Government Covid-19 isolation guidelines if anyone in your household develops any symptoms.

If you need to speak to a class teacher or the office staff please speak to a member of staff on the gate, ring or e-mail if possible, but if you do need to come to the main office, we would ask that if one person is already there you wait outside so we can observe social distancing rules.

Face coverings are not required for pupils in school. If you have encouraged your child to wear a face covering outside, please ensure that they know how to remove it safely and have a bag to put this into before entering the site.

Until further notice we cannot allow parents to use the toilet facilities in school due to Covid-19 hygiene guidelines and we would appreciate your co-operation with this.

We would ask that only one adult brings and collects your child so that we can limit the number on site. We also would appreciate it if you can leave the site as soon as possible after collecting your child or visiting the main office, as this all helps to follow the guidelines set and is for the safety of all.

If you go abroad in the holidays please quarantine if not in the 'air corridor' (follow latest guidance on self-isolation).

Overleaf we have set out some important information for you to help the return in September be as safe as possible for all children and staff, and to help you know exactly what we have put in place and where your child needs to go on their return.

Landau Forte Charitable Trust

Yours sincerely

L Bridge, Principal

Chair Margaret Bell Principal Louise Bridge A company limited by guarantee

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An exempt charity

Important information to ensure a smooth and safe return to School on 1st September 2020

Social Bubbles	 Year Groups (not separate classes) will be in bubbles. This will allow year groups to play and eat together and for us to set classes in ability groups or have separate intervention groups.
Start of Day	 YR and Y1 pupils to enter through office gate. Y2 and Y3 pupils to enter through alley gate. Y4, Y5 and Y6 pupils to enter through Hive gate. Members of staff will greet pupils at the gates, sanitising hands. Frequent handwashing will be observed throughout the day. Year group staff to collect pupils and take them to their classroom. Parents will not be allowed through gates (except YR parents initially)
End of Day	 There will be a staggered end to each day: Only one person to collect YR (3:15pm from the classrooms) Y1 (3:15pm from the playground) Y2 (3:20pm from the playground) Y3 (3:20pm from the playground) Y4 (3:20pm from the Hive gate) Y5 (3:25pm from the Hive gate) Y6 (3:30pm from the Hive gate). Parents and children must leave the site immediately.
Late pick-ups	 If children have not been collected on time, staff will take them to the Hive, where they will be charged for after school club. The Hive will be up and running for wrap around care but with limited numbers. This needs to be pre-booked and a deposit paid by parents.
Staggered Playtimes	 There will be three different playtimes in the morning and afternoon so that each year group bubble gets a playground to themselves.
Lunchtimes	 There will be five lunchtime sittings between 11.45am and 12.50pm. These will be staggered so that each bubble has a separate time to eat and separate playgrounds. We will still be serving hot meals. KS1 Universal Free School Meals will still be in place. KS2 parents wanting to pay for a hot meal can do so using parent pay or send with a healthy packed lunch.
Toilets	 Children will only be able to use the same set of toilets throughout the day to keep in their social bubbles. Toilets will be cleaned throughout the day. Children will be told which set of toilets they should use. Parents are not allowed to use our toilet facilities during Covid.19.
PE	 It is recommended that all PE is conducted outside. Any PE equipment used must be cleaned. There should be no contact sports.
Resources and Areas of School	 Library cannot be used. ICT room cannot be used. Reading books can still go home but due to Covid-19 regulations we will be putting them in quarantine for at least 3 days on return. There will be no assemblies in the autumn term (or until further notice). Staff will use this time in classrooms to allow children to "catch-up". Children can bring a bag, a pencil case, a water bottle, a coat and a PE kit, labelled with child's name and class. Toys and outdoor PE equipment can be used but cleaned after each pupil.
Outbreaks in School	 If there are any outbreaks in school, we will follow the advice of Public Health England.