

Dear Parents and Carers

Circulation:

Parents/carers of children in Nursery/ Reception/ Year 1 and 6 (saying 'Yes' to offer)

Following careful consideration by the Board of Directors in partnership with our Local Academy Committee, I am pleased to share that it is our intention to open our school to wider year groups. It is our intention to open in the week beginning June 8th subject to final sign off later this week.

Please be advised, that we are still completing the consultation with all stakeholders. We are undertaking the completion of a number of risk assessments, that focus on actions that are reasonably practicable to implement to reduce the risk of transmission of Covid19 to a minimal level. Furthermore, we need to consider other aspects given the period of lockdown (e.g. curriculum organisation). These are in the final stages. The Risk Assessments are available by request via corona@romeromac.com or www.romeromac.com/resetandrecovery for the generic documents used by the MAC. We are hopeful for opening and subject to no surprises (externally!) we will confirm on Friday, if not earlier, that all checks are successfully completed to aid your planning.

Information regarding the changes we have made in school

To enable us to move smoothly into the next phase, we hope the following information is helpful for all children attending school in June and July. As we implement the Guidance to open to wider year groups, our school will be familiar, but it will look and feel a little different. We want to work in partnership with you and your child/ren to make them feel as comfortable as possible. Our classrooms do look different as we have tailored them for wherever possible, to groups of 8 – 10. We will do our best to welcome our pupils back into school and familiarise them to the new surroundings. We are committed to ensure that pupils will settle in as soon as possible, so we can get on with helping their well-being, social interactions coupled with lots of learning both inside and out in the school grounds.

Please be reminded that we will be offering a revised curriculum during this period. Formal assessments and Ofsted have been suspended and schools are adjusting the curriculum to be flexible and in light of the current arrangements.

Arrangements : The safety of everyone in school is paramount

Information regarding our arrangements – www.romeromac.com/resetandrecovery

- Please be advised that the **School Office** is not accessible. As per the DfE guidance, you cannot walk into the Office at the present time. If you need help, to see a member of staff or make an appointment, please email or telephone the office and we will arrange a suitable time. Details are on the website on the final tab 'Contact us'. This is to minimise visitors on to school to keep your child and our staff safe.
- **'Bubbles'** across all schools in Romero (and many schools across the city) we have tried to adopt a consistent and co-ordinated approach to the Reset and Recovery to schools. Where possible, 8- 10 pupils will form a 'Bubble' in a designated classroom. Methodology behind this can be found on the above website (or email corona@romeromac.com)
- **Part time places for children in Nursery Reception, Year 1 and Year 6** (this does not apply to children of Critical Workers)
Due to the Risk Assessment that has been written to keep all our community safe as we get ready to open our schools to more pupils, we can only offer part time places in the first instance. This will be reviewed as the half term progresses.

Every pupil will be placed in a group or 'Bubble' which will stay together and separated from other groups in the school.

- **Bubble 1** Monday and Tuesday full days
- **Bubble 2** Thursday and Friday full days

*The school will be closed to **Nursery**, Reception, Year 1 and Year 6 groups on Wednesday to enable cleaning to take place in classrooms between groups. The school will remain open to children of Critical Workers ONLY on Wednesdays.*



DRAFT TIMETABLE

This is subject to review as detailed above. We reserve the right to review any start dates of year groups in light of the guidance that we receive nationally and the need to keep our school community safe. If there is a need to push back any of these dates it will start the following week in the same format.

Week beginning

- Mon 8th June Reception/Y6 Bubbles start
- Thurs 11th June Year 1 / Nursery Bubbles start
- Mon 15th – 19th June Week 2 of arrangement

Bubbles

To enable us to manage the groups of pupils in groups of 8 – 10, a two-day part time offer in the first instance will be in place. This will be reviewed, and any new arrangements will not be implemented until **Monday June 22nd** (including extending any access to provision; addition of any new pupils in **N** R Y1 and 6) or extend to other years.

Your child will be in Bubble 1 or 2

Monday	Tuesday	Wednesday	Thursday	Friday
Bubble 1 (N R 1 or 6)	Bubble 1 (N R 1 or 6)	• Cleaning;	Bubble 2 (N R 1 or 6)	Bubble 2 (N R 1 or 6)
Key Worker children in a separate bubble				

All staff and pupils will adhere to social distancing, as far as possible, in all classroom and school environments. We will minimise the number of pupils that each staff member has contact with.

Taking a staggered, slow and steady approach for pupils to return to gradually, will enable our whole community to build up confidence as we return; that includes children, parents/carers and our staff.

Dropping off and collecting your child

- Please note **only ONE parent/ carer** will be allowed to bring the child. When you drop off your child at the allocated (see table below) you will be asked to use one entrance and adhere to social distancing. We are staggering the times as guided by the DfE. There will be signage to show you where to stand. Thank you in advance for your patience.

	Time to 'drop off'	Location	Time to collect	Location
Nursery				
Reception				
Year 1				
Year 6				

Testing for all children and children are on site.

If a child or adult is taken ill and a subsequent test proves that either a staff member or pupil in a 'bubble' has tested positive for COVID, all those in the 'bubble' will be sent home. The [guidance](#) states:

"Where the child, young person or staff member tests positive, the rest of their class or group within their childcare or education setting should be sent home and advised to self-isolate for 14 days. The other household members of that wider class or group do not need to self-isolate unless the child, young person or staff member they live with in that group subsequently develops symptoms."

Pupil Behaviour for all children on site

Where possible (supporting EYFS especially) we will ask children to follow good respiratory hygiene: coughing and sneezing into elbow or tissue (catch it-bin it-kill it); we will be encouraging all pupils to follow good hand washing – use soap and water for 20 seconds/ hand sanitiser; we expect all pupils to behave well at all times to maintain the safety of themselves and others. Finally, if pupils can't meet our expectations in behaviour, we will have no option but reconsider the offer of a place at this time whilst the school is adhering to the PHE guidance to keep all safe.



Uniform arrangements for all children on site

We ask that children wear uniform where possible, but appreciate that children will have grown out of one or two items. There will be leeway on the uniform policy and it will be flexible for Summer 2nd half only. We do not want you to go to any unnecessary expense at this time.

Lunch for all children on site

Please be advised of the following:

- Children who normally bring a **packed lunch** will be asked to do so. Please make sure you continue to thoroughly wash the bag/ box as it is coming in and out of school.
- Children who are in Reception/ Year 1 will have a **'Grab bag'** provided by the school. We will not be providing hot meals during the seven-week period. If your child is in Nursery, you will need to pay for a 'Grab bag' as normal or bring in a packed lunch
- Children in Year 6 who do not have a home packed lunch and have school dinners will be provided with a 'Grab bag'. This will be charged at the usual daily rate for dinner money.
- **Suncream** – please make sure you apply sun cream each morning before children come to school. Children will not be allowed to bring in any sun cream.

Washing hands

- We are following all **DfE and Public Health England** guidance on health and safety. The Risk assessment (available on request) outlines where and when children will be washing hands regularly.
- Most classrooms have a sink (or access nearby) but all classrooms will have sanitiser provided for pupils and adult.

PPE DfE guidance states:

"The majority of staff in education, childcare and children's social care settings will not require PPE beyond what they would normally need for their work, even if they are not always able to maintain distance of 2 metres from others."

As per the PPE guidance, pupils **do not need to use masks**. If as a parent, you feel they need to wear a mask because they are symptomatic, they should not be in school.

Personal belongings

Please do not send your children with a coat if weather is warm enough or a school bag. School **will not** be sending anything home (including artwork/ pupil work or reading books).

We do ask that your child brings a **named water bottle** due to the warmer weather and a **named lunch bag**. Both should be washed every evening to keep safe. No mobile phones will be allowed onto site, so please ensure that the Year 6 children keep their phones at home.

Communication

We will be providing lots of information on arrival (leaflets will be provided when your child starts school.) This includes a Home School Agreement, so we are all clear on our responsibilities as we look to reopen our school to year groups. Our website has a designated COVID page with updates regularly posted.

And finally, the Board of Directors retain the power to make decisions about what is safe in our schools. We will be constantly reviewing the government guidance and our own practice and experiences. Where it is judged that guidelines cannot be safely followed or risk appropriately managed, the decision may be taken to further restrict opening or revert to closure until such time as these matters are resolved.

Yours sincerely

Heleen Quinn

Principal

Catholic Senior Executive Leader



Please do not bring
belongings into school
They are safer at home!



**Please apply sunscreen to your child each morning before they
come into school**

