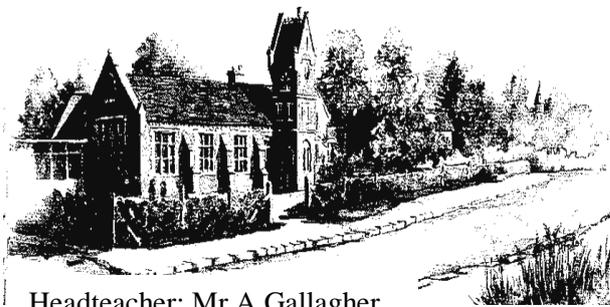


BURGHFIELD ST MARY'S C OF E (CONTROLLED) PRIMARY SCHOOL

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Headteacher: Mr A Gallagher



Monday 18th May 2020

Dear Parents,

In line with Government guidance, issued last week, we will start the phased re-opening of Burghfield St Mary's Primary School for our Reception class, Year 1 class and Year 6 class. My primary concern is the safety of our children, staff and families. The Government have indicated that they would like the Reception children to return to school first. We will open the Reception class on Monday 1st June, Years 1 and 6 will follow shortly after (though this is not guaranteed). However this will be dependent on our schools ability to operate safely. I will keep parents fully informed. In order to determine how quickly we open for Years 1 and 6, I will need parents with children in Reception, Year 1 and Year 6 to confirm if they intend to send their child back to school in June. If you are a parent of a child in one of these year groups can you please **confirm** whether your child will **return to school or stay at home** using the following email return@burghfield.w-berks.sch.uk

The children will be split into small groups with dedicated adults. The group will stay in the same area and the children **will not mix** with others in their class who belong to a different group. We will be giving each group toys/ resources (that can be cleaned). I am afraid that we do need to change the school structure to keep adults, children and families safe. As a school we will continue to practice social distancing and personal hygiene. However, for our younger children it will be very difficult to guarantee that they don't get very close to other children in their group. If there are any suspected cases of the virus in school then we will be able to keep possible infections to a small group. The children will have the opportunity to play outside, but this will be with children in their group only. My staff will support the children in their school group with the work that is emailed to parents each week.

If your child (or anyone in your household) is showing symptoms of the COVID19 virus then they should be kept at home, testing arranged for the whole family and school informed immediately. This will enable our school to stay open and protect staff, children and families.

For our children who receive Universal Infant Free School Meals and those families that receive means tested Free School Meals then DOLCE will provide a packed lunch in school. Parents will need to order a packed lunch in advance, however parents are welcome to provide their own packed lunch to bring in to school. Those attending keyworker childcare sessions will still need to bring their own packed lunch.

The start and end of the school day will also be re-organised. Entry into school will be through the field gate. Only one adult will be allowed on to the school field with each child. Parents will need to keep their own child next to them and find a space on the school field (keeping to social distancing rules). The children will then be invited to line up with the school adults. We will use marker discs

on the field and playground to support the children's safe entry into school. I'm afraid that parents will need to keep their distance from other families and my staff. We will also need your help if your child becomes distressed at the start of the school day. My staff will have face masks and face shields available for use in school. At the end of the school day I will open the school field and ask parents to find a safe space on the school field. Children will then be handed over to their parent. This hand-over will take a while so please be patient. The school field gate will be opened at 8:45am and at 3:00pm for parents to access the field. The school day will be from 9am to 3:15pm. I am afraid that parents will not be able to meet up with their class teacher or access the school office. If you need to contact the school office then can I ask parents to phone or email. If parents need to contact school regarding school work they must continue to use the class email.

I will have staff that do need to be shielded so will not be returning to school until it is safe to do so.

Finally, just to clarify.

- Return to school is a **parental choice**
- Reception children return Monday 1st June (parents **must confirm** intentions)
- Year 1 children return expected to be latter part of week (date to be confirmed and parents **must confirm** intentions). **This return date is not guaranteed and subject to change.**
- Year 6 children return expected to be week beginning 8th June (date to be confirmed and parents **must confirm** intentions). **This return date is not guaranteed and subject to change.**
- When school re-opens the children may not be working with their present class teacher. We will do our best to organise the children in friendship groups, however this cannot be guaranteed.
- School **closes every Friday at 12pm** (lunchtime) to enable a deeper and more thorough clean. The school will be constantly cleaned throughout the school day, particularly high contact areas.
- The school will continue to provide **Key worker childcare 8:30am to 3:15pm**, Monday to Friday.
- Reception class, Year 1 and Year 6 parents confirm their decision to return or not **no later than 4pm on Friday 22nd May.**
- There may be the potential that Burghfield Oaks will be open for afterschool childcare. Unfortunately, no other afterschool clubs will run.

I would ask that parents be patient. I'm sure parents have many questions and concerns, I will do my very best to answer these. This new type of schooling is new to everyone, with your support we can provide a safe environment for our children, staff and families.

Yours sincerely,



Antony Gallagher
Head Teacher