

Caythorpe Primary School
High Street
Caythorpe
Grantham
Lincs
NG32 3DR

01400 272600

www.caythorpe.lincs.sch.uk

enquiries@caythorpe.lincs.sch.uk

Headteacher: Mrs K Brockington

Thursday 21 May 2020

Dear Parents / Carers,

Term 6 2020 Arrangements

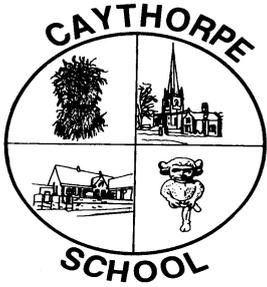
I hope you are all keeping safe and well. As I'm sure you can imagine, this has been an incredibly busy time for all staff preparing for school to possibly reopen from Monday 1st June. Thank you to everyone who completed the online questionnaire, this has helped tremendously with the planning for re-opening. The children are at the centre of everything we do at Caythorpe Primary School, and we are desperate for us all to be back together again. However, health, safety and safeguarding are always our priority and with these factors in mind, we need to manage the risk for the children and staff.

As proposed by the Government, the first children to come back to school will be those in Reception, Year 1 and Year 6. Hopefully the following information will give you the details you need about what is happening and when.

General information

- The **children have been organised into small 'bubble' groups within their year groups**. The children will remain with their bubble group all day, including break times and lunchtimes. They will not be able to mix with other bubbles.
- The classrooms have been organised to ensure all **individual work stations are 2m apart** to promote social distancing, however please bear in mind that we cannot guarantee social distancing.
- The children will not be permitted to work in pairs or small groups and will not share any resources.
- Children will have a tray on their workstation for their work and activities to be stored.
- Children will self-mark any work completed and some work will be sent home with the children.
- The **children will not be required to wear school uniform**. All clothes worn to school must be washed before being worn again. **Children must wear sensible footwear and clothing. If they are wearing footwear with laces, please ensure that they can do them up themselves.**
- **Cloakrooms will not be in use and children will keep all of their belongings in the classroom at their work stations.**
- The **children do not need a PE kit.**
- **Please ensure you inform school if you or a household member displays Coronavirus symptoms.**
- **Bubbles will close if a staff member is unwell or if there is a confirmed case.**
- Staff may wear face masks and they will have access to gloves and aprons. Children are not expected to wear face masks.
- The groups have been arranged following information from parents, therefore those who have said 'yes' to school have been allocated a group.





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- If anyone who has said 'no' changes their mind, please send an email to Katie.Brockington@caythorpe-cit.co.uk to let us know that you would like your child to attend. We will then inform you which group your child is in, and when they can attend school.
- **Hot lunches will not be available** to the children in school, so **if you have not requested a packed lunch for your child then please ensure that you send them in with a packed lunch.**
- **Parents with pupils eligible for Free School Meals** due to financial circumstances are currently receiving supermarket vouchers and **will need to provide their child with a packed lunch** if they are attending school.
- **Mrs Madge will be working in the school office but to avoid unnecessary face to face contact please continue to email or ring school with any general enquiries.**
- We will not be having visitors in school at the moment.

What are the timings of the school day and where do we drop-off and collect our children?

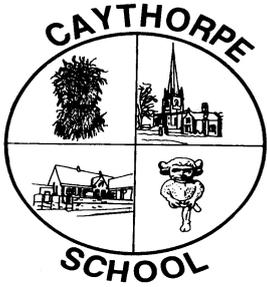
- Timings for the school day are as follows:
Y6 pupils – 9.30am – 2.30pm
Y1 pupils – 9.45am – 2.15pm
Reception pupils – 10.00am – 2.00pm
Key Worker pupils – 9.00am – 3.30pm
- Children in **Reception, Year 1 and Year 6** can attend **Monday to Friday.**
- **Children in the Key Worker Bubble must only attend when parents/carers are at work** and they cannot be cared for safely at home.
- **Children should arrive and be collected promptly** to ensure that staggered drop off and collection times are effective and support social distancing guidance.
- **Only 1 parent** is to come to school **to drop-off and collect.**
- Parents and children to **arrive through the back gate** on Back Lane.
- Parents and children to walk to the playground where staff will be waiting, allowing 2m distance between family groups.
- The children will enter their classrooms with adult supervision and parents will **exit out of school through the front gate** to ensure no contact with other families.
- **Parents will not be permitted to come in to school.**
- Children will leave school through the same door at the end of the day and meet parents on the playground. Please wait for the teacher to call you over before you walk towards your child.

Which 'bubble' will my child be in?

All **Reception** pupils will be in **Enchanted Forest** with **Mrs Hiley** and **Mrs Dewey** Monday to Thursday and **Miss Binns** & **Mrs Dewey** on a Friday.

All **Y1** pupils will be in **Neverland** with **Miss Riches** and **Mrs Palmer.**





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One **half of Y6** pupils will be in **Hogwarts** with **Mr O'Mahoney** and **Mrs Cooke** and the other **half of Y6** will be in **Emerald City** with **Miss Foers** and **Mrs Laing**.

Key Worker pupils will be in **Narnia** with **Mrs Hunt**, **Mrs Day** and **Mrs Locke**.

What does my child need to bring to school?

- Your child will need to bring a **clean and filled water bottle every day** to remain hydrated during the day. Water fountains will not be in use.
- Your child will need a packed lunch.
- **Sun lotion must be applied at home** before coming to school.

What routines will be in place for safety during the school day?

- **Children will stay in their bubbles all day, and will not be able to mix with children from other bubbles.**
- **Break times and lunchtimes will be staggered.**
- **Surfaces and equipment will be cleaned at regular intervals** during the day.
- Class bubbles will have their own toilets to use. **Toilets will be cleaned at regular intervals** during the day.
- **Lunch will be eaten in the classrooms or outside if the weather permits.**
- **Bubble groups have allocated spaces outside to play** to ensure bubbles remain separate from others.
- **Children will wash their hands at regular times during the day and hand gel will be available.**

How will I be supported with learning at home if my child is not in school?

- **Teachers will update class pages on the school website** with activities that the children are doing in school and links to support learning at home.
- **Printed work packs will be available** to those pupils who need/want them.

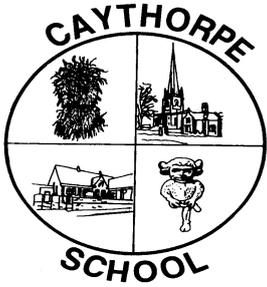
What happens with my child's attendance record?

- Many of you have decided that you will not be sending your child in to school due to safety and changing messages from the government, and that is absolutely fine.
- **If your child does not attend school, fines will not be issued, and the absence will not be recorded as unauthorised.**

Key Worker Children

- **The childcare provision will still be in place for children of Key Workers from 9.00am - 3.30pm. This provision is strictly for children when parents are at work** and they cannot be cared for safely at home.
- **Please book children in at least 48 hours before childcare provision is needed** so that arrangements can be made in school.
- **Children will need a packed lunch, drinks and snacks.**





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- If you originally registered as a key worker with the school your child will automatically be grouped with other children of key workers.
- **Children in childcare have been placed in their own 'bubble'** to ensure they are not mixing with children in other bubbles.
- **If you are not at work, and your child is not due in school, the advice is for your child to stay at home with you.**

Due to being in the 'Shielding Group' myself and Miss O'Rourke are unable to return to school should we reopen on 1 June. However, I will continue to lead the school from home and I am always available to catch up via the school mobile or email so **please keep in touch**. I will continue to keep in touch with all families by sending out a weekly newsletter and email updates and sending out recorded stories and assemblies. I will keep in touch with staff and pupils in school through TEAMS meetings and Zoom calls so I will very much still be part of school life. Mrs Hunt will be in charge on site and she is also happy to answer any questions and queries you may have. Miss O'Rourke is also going to keep in touch through reading stories and playing games via video calls.

Whilst I know this time is unprecedented and daunting for us all, please remember that the Caythorpe Team are always there for you whether your child/ren are in school or at home and we are happy and willing to support you wherever we can.

Thank you for taking the time to read this lengthy letter! If you have any questions about the above arrangements or anything else, please do not hesitate to contact me via email at Katie.Brockington@caythorpe-cit.co.uk or on the school mobile 07702 821569.

School will not be open next week. I hope you all have a safe and happy half term break.

Kind regards,

Mrs K Brockington
Head Teacher

