



The Woodlands Federation

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Tuesday 2nd June 2020

Dear Parents,

We would like to thank you for your patience over the last few days as we have reviewed our situation in the light of further recommendations for safety and risk assessment. The Teachers and Governors have been in discussion over the weekend and yesterday to ensure that we make the best and safest decision in this unprecedented situation.

We work very closely within the Uttoxeter Learning Pyramid and have been in discussion with Heads and Trustees after the decision was made last week to postpone to an opening date of 15th June for the majority of Uttoxeter schools. We work and plan together and rely on the support of each other which has been a vital part of functioning safely in the current situation. Working together as a community team has been a strength during Lockdown for the key worker children and we wish to continue to have this support when dealing with the challenges that face us moving forward.

We apologise that this has involved delaying our initially proposed start date but I am sure you would agree the safety of the children and the staff working with them is paramount and every school is finding that their situation is unique and needs to plan within the guidelines accordingly.

In coming to our decision Staff and Governors have considered a number of key government documents, scientific reports, modelling papers, school risk assessments and operational plans. We have had many of discussions, meetings and communications as teachers, governors, support associations as well as the local authority.

I would like to set out below the plan moving forward and go over some key points:

Drop Off:

Could Parents please stay outside the main gate behind the taped line and observe 2m social distancing. It has been recommended that 1 adult only drops the child off where possible. Your child will be met by a member of the team – this will be Mrs Holden, Mrs Grocott, Mrs Chatfield or Mrs Fowler. The children are familiar with all of these adults. They will meet your child at the gate one by one and they will be given some hand gel to clean their hands before entering. We ask that children don't bring anything in from home except a coat if it is needed which they will be able to put on the back of their chair. Another Team member will then take your child to the classroom door. Can we please request that parents respect social distancing at drop off and pick up times.

From Monday 15th June: Children in the Willow Group (R/Y1 non Key worker children) drop off at 9.00am and collect at 1.45pm

Key worker children should continue to attend St Peters at this point, we will let you know when arrangements will change. You should drop off and collect as per the current system.

If you have any enquiries as a parent could you:

- ring the school office: 01889500273
- email: office@talbot.staffs.sch.uk
- or let your child's teacher know on Dojo.

Refreshments throughout the day:

All food and drink will be catered for onsite so please do not send your child with a lunchbox. Snacks and drinks will be provided by staff at break time and as required. Lunch will be prepared by Chartwells (who have a rigorous Risk Assessment in place to provide cleanliness and safety) and eaten in the classroom. These measures are to minimise the potential transmission of germs from home to school.

Learning activities and Resources:

The staff have strict guidance on the type and amount of resources they are able to use throughout the day and will have prepared personal resources for your child that will be regularly wiped down and steam cleaned or disinfected at the end of the day. Any shared resources such as outdoor equipment will be thoroughly cleaned between groups. They have been planning hard and are making the most creative, fun and exciting environment that they are able to. It will feel different but they will be nurturing and supportive and make everything feel as normal and free as possible. Staff have been following training guidance for wellbeing and will be mindful that your child may feel anxious or unsettled. They will be keeping a close eye to make sure everyone is having a happy time and have a variety of resources to use to support this. If you are concerned about anything in particular give one of the team a Dojo message or email and they will be happy to chat anything through.

Outdoor Play:

We are very lucky to have a variety of outdoor spaces and children will be able to access these often. Staff will ensure a Rota and clean down to make it safe for all groups to be outdoors. The Keyworker Group have had a great time doing lots of fun learning outdoors.

Collection:

Please wait outside the school gate keeping 2m social distancing behind the line. The children will come out to the gate with the staff members and we will call you forward to collect them. They will be able to antibac their hands as they leave. Could we request that parents are prompt to collect and leave promptly afterwards to help minimise the risk of cross infection.

First Aid:

As always we will do our very best to minimise accidents. Government Guidance requires that staff wear full PPE to deal with any First Aid or toileting accidents which includes face mask, gloves, visor and apron. We will show the children what this looks like and put them at ease as much as possible. Government guidance is also that children are encouraged to self-manage any minor injuries as much as possible. Again we will encourage this but will not let your child become distressed and ensure that they have the care that they require. Feeling safe and cared for is a very important part of our job and we will be doing everything we can to help the children.

Toileting:

Each group will be allocated a toilet block to use. Staff will clean the toilet and sink after each use. Any accidents will require PPE as above but staff will be reassuring the children and making them feel looked after in the best way they

can. We are mindful that small children cannot self-care always in these situations and feel Government Guidance is hard in this area; please be assured that we will be looking after your child and stepping in to help wherever it is needed.

Sunny Weather:

Could you send your child to school with a named hat. We will ensure they get plenty to drink and lots of shade. On sunny days we ask if you could you put sun cream on your child before school. We will have some high SPF lotion in school of which your child can have a squirt to top up if required at lunchtime and outdoor times. Please contact one of the team if you do not want them to have any extra cream on. Children will need to rub it in themselves as normally happens in school, but again we will be encouraging them and supporting along the way.

Signs of Illness:

If your child shows any signs of COVID the DfE Guidance states that we will contact you ASAP and will isolate them in a quiet safe area of the school with a member of staff in full PPE– we will make them feel comfortable but will need them to be picked up ASAP. The child and family will need to be tested and may need to self-isolate for 14 days as will the group of children and staff that have been in contact. Should this situation arise we will give you the required details from the Government.

Classrooms and Learning Spaces:

We have been asked to remove all soft furnishings and rugs as well as reading books and limit the amount of paper on displays. We will also be using limited workbooks, resources and toys. All these things will need to be thoroughly cleaned throughout the day and have a clean down as well as the room at the end of the day. In addition staff and cleaning staff will be disinfecting touch points such as door handles, light switches etc each day. Once a week the school will have a deep clean ready for the next week. However, staff are working hard to make the learning spaces as exciting and welcoming as possible.

We will also be planning lots of outdoor learning especially as we have great weather.

Staff will be setting similar activities for the children at home as for those in school so you will all be able to do the same fun learning ready for September.

Staff members will stay with the children throughout the day for breaks and lunches so there is no crossover of groups as per DfE guidance.

Staff have found it very strange to have to plan like this as it goes against their caring, nurturing closeness that builds the children's confidence and underpins our ethos at Talbot First. However they are seeing it as a challenge to come up with new ways to deliver the learning and care of the children so they grow and thrive in the same way.

Staff will also provide follow up activities for Thursday and Friday when your child will not be in school.

During this time we are unable to send home homework, reading books and activities. However, we will be sending suitable activities out electronically and sharing reading and stories in as many ways that we can. Please feel free to read any books you have at home in addition to this – a love of stories and reading is the vital reading and will be a fun home activity to share. Thank you for being patient in this area.

Uniform:

Children do not have to wear uniform but could you please send them in a clean set of clothes every day. Comfortable clothes and shoes or trainers that are suitable for outdoor activities would be best.

Key Worker Club:

Children in the Keyworker Club will remain as they have been in the Oak Room at St Peter's . Drop off and collection will be unchanged at this stage. But we would like to remind parents to not drive into the school grounds and to step back behind the line after ringing the bell. Due to staffing and increase in pupil numbers we may have to transfer back to Talbot and will keep you informed when this may happen.

Also due to more children and adults on site, Key worker children will need to have a lunch and snacks prepared on the school premises so please do not send in any drinks or food from home. This is to help us follow the DfE/ SCC safety guidance for our setting.

Phased Return of other Year Groups:

We have had no specific guidance of return of other year groups at this stage but I will be liaising with other Head's in the area and will send out information about this ASAP. We have also provided a link to a survey for all parents (except current Key worker group) to indicate if you wish for your child to return before the end of the term to help us plan space and staffing safely within the guidelines. Please see Dojo or School website or follow the link below:

<https://www.surveymonkey.co.uk/r/5SPHXTV> please complete the survey by 12pm 5/6/2020.

Year 4 Transition:

Oldfield's Hall Middle School have sent out a schedule for transition. This has been planned virtually and I will be sending details out to you in a subsequent letter.

Return Dates:

School will be ready to open on MONDAY 15th JUNE to EYFS and Year 1 from Mon – Wed each week.

This is subject to confirmation from the Government that it is safe to open. We will keep you informed of any changes.

For Key Worker children the provision remains unchanged at this time.

We are hoping to then get in children from other year groups as soon as we are able and will let you know when we have had any guidance needed and finalised a plan for this.

All of the new regulations have felt very strange for us to have out in place. The staff are passionate about caring for your child and getting them to reach their full potential. They are working tirelessly to make the changes as fun and easy as possible. We have missed you so much over the last few weeks. We look forward to you all returning safely and promptly so that Talbot can feel whole again.

If I have forgotten anything that you would like to ask about or if you have any further questions please contact Helen Everill in the school office or Dojo the team.

Please appreciate that this is a new and very controlled situation for us and we may need to tweak or change this as we go along to make things safer or adapt to more pupils. We will keep you informed of any changes by Class Dojo.

Our task is to ensure, as far as is possible, the safest possible outcomes in these very difficult times for our children, staff, parents, carers and community. Thank you for being patient with staff as they prepare everything for the children's return. Teachers will continue to provide online learning and communicate with those children and families who remain at home during this time. You will not get a non-attendance mark or be fined keeping your child at home at this time.

Thank you for your support and patience in these unprecedented times.

Stay safe and we will see you soon,

Helen Wright