



Ivy Lane School

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Dear Parents/Carers,

Wider opening of schools

I hope you, your family, and loved ones are remaining safe and well at home. I am writing to you all following the letter from James Passmore, CEO which outlined the Pickwick Academy Trust Strategy for the wider opening of schools. This letter will give further guidance and more details of the specific approach Ivy Lane will be taking to reopen for more children. We will then ask parents who have children in reception, Year 1 or 6 to complete our online form to confirm if you would like to request a place for your child.

As you can appreciate, Ivy Lane is not a modern purpose-built school, therefore space and facilities are limited. Our location in close proximity to the town centre, public highways etc. also present us with significant challenges, when considering what we would be able to offer as wider provision for the key year groups. The government guidance is just that, guidance, and after school's own risk assessments in terms of staffing, organisation, equipment and provision, the plan we will have, reflects our environment.

The current Government guidance, caps the number of children per 'bubble' at 15 but our classes can accommodate no more than about 10 children. This is less with reception, who will require a different layout. Therefore, this may mean, depending on numbers, that we may not be able to accommodate all the children full-time, and instead offer two consecutive days in school (Mon, Tues or Thurs, Fri). Children would be allocated a bubble, and very important to note that this may not be their class teacher. The children's class teachers will use their knowledge of their children, when organising these groups of children. You will not be able to specify a particular friend that you wish your child to be with. As you can appreciate, the logistics are very challenging, so please put your trust in our fabulous teachers, who know your children very well. This bubble of children and staff does not change or mix with others throughout the day.

Before our school does open to more children, I believe you need to be fully aware of what school will look like for your child. As I have previously mentioned in my virtual newsletter earlier this week, school will not resemble what you, your child or our staff are used to.

Below are some bullet point summaries of the measures and actions in place to ensure safety for all- these are taken directly from the Department for Education guidance. Any parents and children returning will be asked to sign a new home school agreement to keep to these new measures and rules so children, parents and staff are kept safe. These may seem quite significant measures, but it is important that you and your child are aware of what is needed to keep everyone safe and, as much as possible, to prevent the risk of illness. Obviously, we would like the school to return to normal as soon as possible, but for the time being we must follow the guidance.



What will school look like?

- Each bubble will have a teacher and TA, and will be located in a specified classroom/area of the school. Children will have lessons and their lunch in these classrooms. They will have a table, books and resources of their own. These will be stored in a plastic zipped wallet so that others can't touch them. Movement around the school site will be limited.
- Resources to support learning will be reduced based on a number of items that will have to be removed, e.g. soft furnishings etc. Reading books will not be sent home. Books will not be marked.
- Children will not need to bring a school bag to school. They will need to bring only a lunch box and drink. Children will not need a PE kit in school. We will inform you if the children will be taking part in PE and will ask that the children wear PE kit for that day.
- Social distancing, handwashing / sanitizing and respiratory hygiene will have a high priority across the school and across the school day. All children will be taught what it means to social distance using picture books, social stories etc. We will take photographs of areas around the school to show you and your children the changes we have made in school and also produce a video to share that will show the children and parents, how different school will look.
- Social distancing stickers and tape will be used in the classrooms/communal areas.
- Only one child allowed to use the toilet at a time.
- Older children will sit at their own tables with distance between each desk. We will do our best to have a 2m gap between each table.
- Children in FS2/Yr. 1 will not be expected to sit at a table throughout the day but we will be doing our best to teach social distancing and will be limiting the number of children in each area of the classroom.
- Different year group bubbles will have different start times and will enter and leave the school from different locations (tunnel gate or main gate). This is to minimize the number of children congregating. We will send the details of this to individual classes/bubbles once we have confirmed a place. Parents are asked to ensure that they arrive only at these times and if they need to wait, they do this in their cars in public car-parks (not on site) or outside the school site, ensuring to keep a safe distance apart.
- Only one parent is allowed to drop off their child and will not be allowed to enter school site. Communication with the office and/or teachers needs to continue via e-mail or phone call.
- Parents are asked to provide a pair of indoor shoes that the children can wear whilst in the building (slipper, plimsolls or spare trainers). Children will change out of their outdoor shoes on arrival and put these on when they go inside. If children will be taking part in PE, we will inform the parents and ask for the child to come in kit. PE bags/rucksacks will not be allowed to be brought into school. Children will not be able to bring things from home e.g. toys, teddies etc. to reduce cross contamination.
- Ventilation within the school building will be high. Doors and windows will remain open throughout the day.
- To support social distancing and ensure that the bubbles do not mix, there will be separate play and lunch times or the playground/field zoned. Play times will happen in the same designated spaces. Children will be provided with guidance on how to maintain social distance at these time, being introduced to games that adhere to this. We recognise that for some children this may be a real challenge, especially the younger children.
- Children in Reception and Year 1 will be provided with a school lunch and do not need to bring one. Other children entitled to a free school meal will still receive these. All school meals will be in the form of a packed lunch that will be delivered to each class for the start of lunch. If over time we are able to relax this and provide a hot meal, we will do so. Other children will need to bring their own packed lunch.
- There will be routine surface cleaning across the school day (at the end of each session). An end of day cleaning routines and procedure will be in place.



- PPE equipment may be used by staff who are administering first aid, intimate care etc.
- Wednesdays will only be open for key worker and our vulnerable children. This approach will enable us to do a thorough clean of each school, and will provide release time to enable teachers to continue delivering home learning activities for children still at home, alongside planning for and teaching their groups in school. (We will be in touch with you to communicate how this provision may change, based on the fact that most of our teachers will be assigned and teaching a bubble of children for most of the week.)
- Children must have **full washed clean clothes on every day**. We would like to encourage as much school uniform as is practically possible, but will be flexible if you do not have sufficient uniform for the week. We ask that children wear trainers – there will be as much outdoor learning as possible (in zoned areas). Children's clothes should be warm, reasonably smart and suitable for wearing outside.
- We will try to ensure varied provision in school and there will be a mixture of indoor and outdoor activities.
- Due to staff/children not being able to cross over into different bubbles, we can only offer breakfast club for key worker children that are in the same bubble. Dragonflies after school club are currently looking into whether they could provide something similar and will be liaising closely with the school.
- All parents are asked to keep their child at home if they show any signs of ill health. This is a precautionary step and could save a life or a group of children from becoming unwell. Signs and symptoms of C-19 are wide and varied, and are often very mild in children.
- Children or staff in a 'bubble' show symptoms of COVID-19, all children and staff within the bubble will need to self-isolate for at least 14 days or until the test comes back negative.

Once we know how many children will be returning in June in each year group, (starting with Year 6 on 4th June, followed by Year 1 on the 8th and reception on the 11th June), we will plan bubble cohorts, staffing, room allocation and will write to you confirming whether your child will be offered a place and what duration over the week. If you decide not to accept a place, you will not be able to change this decision for a period of two weeks – this is to help us to organise and manage the 'bubbles' to ensure group size and cohorts remain as consistent as possible, and limit the mixing of children. I do need to point out that if your child in R, 1 or 6 already accesses the key worker childcare full time, and if we can only offer part-time, you would need to decide which 'bubble group' they wish to be in. They would not be able to cross over into two 'bubbles'.

I hope this information, alongside the Trust letter, will allow you to understand how the school will operate and what we will be doing to try and safeguard the health of all who attend. Apologies for the length and detail – it is important to get as much information across to allow you to make a fully informed decision. This is unprecedented times that we have never experienced before. It has been a challenging time for everyone and to begin with, we will be prioritising the children's social and mental well-being. Children will be given the time and space to share and talk, and to adjust to the new and hopefully temporary 'normal'. Only when the time is right, will we begin to address basic skills and curriculum development. First and foremost, the safety and well-being of our children and staff remains number one priority.

Thank you for your understanding, support and patience while we navigate through the next phase. Stay safe.

Yours sincerely



Mrs Helen Lammin
Head of School

