



Ivy Lane School

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Head of School: Mrs Helen Lammin (BSc Hons QTS)

30th June 2020

Dear Parents/Carers,

Re: Bringing all children back for some face-to-face time with their teachers before the summer holidays

I hope you, your family, and loved ones continue to remain safe and well. I am writing to you all following the letter from James Passmore, CEO which outlined plans for a strategy to provide at least some face-to-face time for all children to come into school before the end of term. This will provide the opportunity for every child to spend some time with their current class teacher before the end of term, see their classmates, engage in some closure and transition activities, and support teachers in preparing learning for September. He explained that every school in the Trust will be planning something slightly different. This letter will give further guidance and more details of the specific approach Ivy Lane will be taking to invite all year groups back to school at the end of this term.

We have a high number of Keyworker and vulnerable children, spread across four bubbles. As you will be aware from previous correspondence in the virtual newsletter, there are a few spaces left on certain days. This demonstrates that Ivy Lane is committed in providing this provision for those parents who are working as part of the COVID-19 response. To this end, we want to keep these bubbles open for as long as possible, to ensure the least disruption to these families. The Government directive has been clear from the outset that schools prioritise where possible these children. We will close down the current provision for our Year R, 1, 6, Keyworker and Vulnerable bubbles on **Friday 17th July 2020**.

Following a thorough deep-clean over the weekend, we will then be offering all year groups the opportunity to come back to school for a get-together with their current class teacher and friends from their class. The current Government guidance, still caps the number of children per 'bubble' at 15, despite a reduction in social distancing from next week. Therefore, we will have to organise this over two days, with half the class attending on **Monday 20th July** and the other half on **Tuesday 21st July**. The classes will be arranged alphabetically into two bubbles of a maximum of 15 children, which should hopefully ensure that siblings from other year groups attend school on the same day.

The sole purpose of this is to allow the children some time back in school, for which many have not had the opportunity to since the 20th March. They will spend the day sharing stories, experiences, play games, have a picnic packed lunch and to try and give some sort of definitive end to their school year. This would still be the case with our children that have been invited back in Year R, 1 and 6, because some of these children have not been taught by their own class teacher. The staff in the Year 6 bubbles are currently organising the end of school 'distanced' celebrations which will be held on Friday 17th July, when nearly all the year group will be in school in their current bubbles. Then they will have the opportunity to have one final day in school with their class teacher in their class bubble.

Our current risk assessment will be amended to reflect that each class bubble will be taught by the same teacher across the two days. All other risk mitigations will continue to be in place. This bubble of children does not change or mix with others throughout the day. They will continue with the staggered start and finish times, similar to the current approach we have. Playtimes will also be staggered and parents will not be allowed onto school site. The class teacher will greet their children at the school gate. I have copied below the guidance that I sent out back in May, when we were about to have the wider opening of the school for your reference.



What will school look like?

- Each bubble will have their teacher and TA, and will be located in their current classroom (before lockdown.) Children will spend the day in class and eat their lunch in these classrooms. If weather permits, the class will have their picnic on the field. They will have a table, books and resources of their own. 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.
- Children will not need to bring a school bag to school. They will need to bring their packed lunch in a plastic/paper bag which will be disposed of once they have eaten their lunch (so no plastic/Tupperware containers please). They will also need to bring in a water bottle. 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. You will have seen photographs of areas around the school showing the changes we have made in school and also produced a video showing 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 1m+ gap between each table.
- Children in FS2/Y1 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.
- 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, Year 1 and 2 will be provided with a school packed lunch and do not need to bring one. Other children entitled to a free school meal will also 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.



- Children must have **full washed clean clothes on**. The children will not be expected to wear uniform on this final get-together. We ask that children wear trainers or comfortable shoes – there will be as much outdoor learning as possible (in zoned areas). Children's clothes should be warm and suitable for wearing outside.
- 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.

I hope this information will allow you to understand how the school will be organising the last two days of term and what we have done to try and safeguard the health of all the children who attend. It has been a challenging time for everyone. I would like to reassure you all, that our children in school now, still come with smiles, you can hear laughter throughout the school, chat and spend time with new friends and they are all really enjoying their time in school. They have adjusted so well to the changes.

You will all receive a letter on Wednesday this week, stating the day your child has been invited back, start and finish times etc. Following this, there will be a survey for you to complete, stating whether your child will be attending. This will help the kitchen staff to organise packed lunches for those in the infant classes or in receipt of a free school meal.

Thank you for your continued support and understanding. A reminder that the Wednesday 22nd July, will be our final TD day of the school year and we will not be open for children. If you have any questions with regards our arrangements for our end of year get-together, then please do not hesitate to contact the office and someone from the school management team will get back to you.

Yours sincerely



Mrs H Lammin
Head of School

