



Ivy Lane School

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

20th July 2020

Dear Parents/Carers,

Arrangements for the full opening of schools to all year groups

Following the letter from James Passmore, CEO, last week, I am writing to you all, confirming the information you will need in preparation for all our children returning to school in September.

Our arrangements are in line with the updated government guidance, and continues many of the risk mitigation measures that we currently have in place. In our planning, we have tried as much as possible to maintain a sense of normality, however, we recognise that it will be different for us all for a while, in our school. The health and safety of all our stake holders, is top priority. Our risk assessment has been completed and is now being verified by our PAT legal team and the Local Authority's Health and Safety Department.

I have compiled a parent handbook, which gives information for all our Ivy Lane families with reference to the full opening of schools for all year groups, from September 2020 in a more accessible format than a written letter. It is organised as a series of FAQ which are based on the guidance issued by the DFE on 2nd July 2020 and our risk assessments. **Please ensure you read the handbook in full.** As further guidance is issued or if we go into lockdown again, they will change. We will communicate any changes with you.

From September, children will be taught and stay within their class bubbles for the majority of the school day. They will come together as year group bubbles at playtimes and lunchtimes. One of the most challenging aspects of our risk mitigation planning process, has been the drop-off and pick-up arrangements. To ensure the safety of all 400 children coming in and leaving school and avoiding contact with others outside their class bubbles, we are staggering start and finish times for your children. The school will be using both gates for drop-off and collection. **Please look carefully at your drop-off and pick-up point in our handbook.** We are not able to allow parents on to the school site and the children will be met or dismissed at the gate by school staff. When coming to school, **it is essential that you keep to the strict timings and leave as soon as your child is within school grounds, to ensure we are able to move the children into school safely before the next groups arrive.**

All parents and children returning, will be asked to sign an adapted **new home school agreement** to keep to these new measures and rules in order to keep children, parents and staff safe. 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. We will take the safety of our staff and children extremely seriously.



Upon arrival for their first day, the teachers will spend time talking through the new expectations, routines and how each day will look in their new 'class bubbles'. Children will spend time building relationships, give the time and space to share and talk, and to adjust to the new 'normal'. We will work with the children to celebrate the successes of what they have achieved over the last few months and identify the gaps they have in their learning in very much the same way teachers do with their classes every year. Further details of how we will begin this journey and what we will teach, is detailed in our handbook for parents.

For us as a school, it is essential that we get the balance between 'safety' and 'happiness' right. We are proud of being a nurturing school, who care for the pastoral and academic needs of our children and we desperately want to maintain as much of this as possible. However, we need to ensure we are mitigating as many of the risks as possible, in order to keep our children, staff and parents as safe as possible.

We cannot wait to welcome all of our Ivy families back in September and of course, for all our new families starting too. Please do not forget that we are having two TD days on Tuesday 1st and Wednesday 2nd September, so the first day for our children in Years 1-6 will be Thursday 3rd September. Our new reception children, will begin their transition into school on Monday 7th September.

If you would like to talk things through, we are here to listen and offer whatever support we can. Once again, thank you to all our families for the support and hard work with your children, since March. Stay safe and have a fantastic summer holiday.

Yours sincerely



Mrs Helen Lammin
Head of School

