



KESTON PRIMARY SCHOOL

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Part of PACE Academy Trust

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Friday 22nd May 2020

Dear Parents and Carers,

Firstly, we would like to thank you for your ongoing support and kind messages over the last couple of months. Following the government instructions for schools to start reopening from 1st June, we are writing to let you know what Keston are currently expecting to happen. We have been in discussion with Mark Rosewell (CEO of PACE) and the other Head Teachers in the Trust as well as our own Governing Body. A detailed risk assessment has been approved by our Local Governing Body.

We are missing you all and we are looking forward to seeing some of you back after half term. However, as outlined below, necessary arrangements have had to be made which may make our school feel a little different to its usual warm and welcoming self. We would like to reassure you that the Keston ethos remains but safety has to come first for everyone in our school community. We thank you in advance for your support with these arrangements.

The government guidance issued states that the return to school should be for nursery, reception, year 1 and year 6 and this return should not be on a rota or part time basis.

Given the constraints of social distancing, small groups, staffing and the needs of our early years' children, we have taken the decision that it is not possible for us to bring back both nursery and reception at this time and therefore we will prioritise reception children. If you are a key worker and your nursery child has been attending school they are able to continue to attend and will be placed with the reception groups.

After a great deal of thought, we have decided to have a phased return to school. This is to ensure that the risk assessment in place is appropriate, staff are aware of all the necessary requirements and the building and site are prepared. We will begin with Year 6 children who are welcome to return to school from Wednesday 3rd June, followed by Year 1 on Monday 8th June and Reception on Wednesday 10th June. There will be staggered start and finish times for the year groups coming back to facilitate social distancing from other parents dropping off their children. Entry to the school will be via the main gates (the nursery entrance will be locked) and only one parent should come into school for the drop off and pick up of your child/children. Please see the end of the letter for specific information for the identified year groups.

School will not be open on Fridays for the remainder of the term **except** for key worker children. This is to enable the teachers to prepare learning for both the children who are in school and those continuing with distance learning. Closure on Friday, will also enable the staff to ensure that, in addition to daily cleaning, a deep clean of the equipment used by the children is completed on a weekly basis. Due to strict government guidance, we cannot use other adults to cover the classes, as the same adults have to remain with their group and not cross groups to limit unnecessary contact.



All classes will be split into two groups organised by the class teacher; once in place there can be no movement between the groups. To enable us to arrange these groups, by the 1st June, please will all reception, year 1 and year 6 parents use the class email to inform the class teacher if you are intending to send your child back to school after half term. If you choose to send your child back after this date, you will need to notify the school office and wait for a response before sending your child in.

At this time, we expect lunch to be in the form of packed lunches for everyone; lunches will be eaten in the classroom. The reception and year 1 classes will be able to access universal free school meals prepared by the school kitchen. Children in year 6 can either bring a packed lunch or access a school packed lunch if there is money in their parent pay account. For the first week, year 6 will need to bring in a packed lunch from home.

The children in school will not mix with other groups, all learning and playtime activities will take place in these groups and they will, to the best of our ability, be socially distanced from children in other groups. As parents, you will be aware of the difficulties in maintaining social distance among very young children and whilst we will reduce the number of children in a classroom, and direct and encourage the children to keep their distance, this cannot be guaranteed.

We have included the following link for you to refer to if you have any concerns:

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/reopening-schools-and-other-educational-settings-from-1-june>

The school office will remain closed during the coming half term to all but emergencies. From the 1st June, please communicate with the office staff by email and phone. If you do need to access the office, only one person at a time will be permitted to enter the area. We will send further details after half term.

At the moment we are able to facilitate full time arrangements as only 3 year groups will be returning to school. Should we be directed to facilitate other year groups coming back to school before the summer break, we will need to change to part time or rota arrangements.

The arrangements in this letter will go ahead unless the government announces on Thursday 28th May any changes to plans for schools to open. We will inform you as soon as we are able to if there are any further changes needed.

As I am sure you know, we are sorry that we have to send a letter like this at a time when we would normally be planning our exciting summer events and activities.

With best wishes,



Helen Green
Head of School



Claire Murphy
Executive Head



Key worker children from Tuesday 2nd June

If you are a key worker, please email the office if you need to send your child in after half term and you fulfil the requirements set out by the government. If you are a key worker and your child is in a returning year group, you will need to decide whether you would like your child to return full time in the key worker group or on reduced hours in their year group. If you would like to discuss this further with a member of the Leadership Team please include this in your email.

Year 6 from Wednesday 3rd June

- The children will begin school at 8.45 am and will need to be collected at 3.15 pm
- The children will enter by the year 6 entrance – there will be no lining up in the playground. Once the children are aware of their groups, some children will use the year 3 and 4 entrance.
- The year 6 children will be based in the year 6 and year 5 classrooms. The children will be taught by the year 6 and 5 teachers with the year 6 teachers leading the planning for these groups
- The children will be focusing on the development of their English and maths skills and preparing for their transition to secondary school. The children will also have regular wellbeing sessions to help them to adapt to these unfamiliar times.

Year 1 from Monday 8th June

- The children will begin school at 9 am and will need to be collected at 3 pm
- Please come into the infant playground where the children will be collected from the year 2 classroom entrance and the year 1/2 main entrance
- The year 1 children will be based in the year 1 and year 2 classrooms. The children will be taught by the year 1 and 2 teachers with the year 1 teachers leading the planning for these groups
- We will endeavour to ensure that the children have either the class teacher or a teaching assistant with whom they are familiar in the group
- The children will be focusing on the development of their English, maths and phonics skills during this half term. The children will also have regular wellbeing sessions to help them to adapt to these unfamiliar times.

Reception from Wednesday 10th June

- The children will begin school at 9.15 am and will need to be collected at 2.45 pm
- Please come to the infant playground and a teacher will call your child
- The reception classes will be split across reception and nursery classrooms and led by the nursery and reception teachers
- The reception teachers will lead the planning for these groups and we will endeavour to ensure that the children have either the class teacher or a teaching assistant with whom they are familiar in the group
- The curriculum will be adapted as we will need to adjust the amount of play-based activities, due to government guidance on the use of shared equipment. This will however be a phased introduction to the curriculum that they can expect in year 1. The children will also have regular wellbeing sessions to help them to adapt to these unfamiliar times.

Uniform

Parents are asked to send children in freshly washed uniform each day, where clean uniform is not available parents can use a suitable alternative. No PE kit is required as children will wear existing clothes for PE and outdoor learning.

