



Dear Parents/Carers,

I know that life is very different and your children will be missing school and friends. I hope this letter finds you and your family well in these unusual and challenging times.

I would like to thank you, on behalf of myself and Directors, for your continued support of all our schools.

I have been working with the Trust Headteachers closely, so I am well aware of the hard work, dedication and determination that school staff and parents have shown in quickly adapting to new ways of working.

All the Loxford School Trust schools have stayed open for some children, including those of key workers and provision has also been made available during the school holidays, when it was needed.

All the Headteachers, teachers and staff across our schools have been working hard to support our children. They continue to balance the challenges of maintaining our community classrooms, (which have remained open for children of key workers and vulnerable students), and delivering extensive home learning for all other students, whilst also managing their own family commitments.

We know that our pupils learn best when they are in school and that is where we want them to be. As we begin to extend our opening, the safety and welfare of all staff and pupils is absolutely paramount. We are carrying out detailed risk assessments in each school and putting in place the measures that will ensure it is as safe as it can be when the children and staff return. We want our staff, students and their parents to be reassured that our schools will only extend our provision for children when we are confident that it is safe and sensible to do so. We aim to mitigate as much of the risk that we can and will keep the provision under constant review.

The Prime Minister announced on Sunday 10th May that **from** 1st June primary schools **may** begin to open in a phased manner to Y6, Y1 and Reception children and that from the 15th June Year 10 and 12 will receive some education in school.

The link is included here to the latest Department for Education guidance for parents:

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

We all know children being able to go to school is important for their academic development and well-being. The Headteachers in Trust schools have been working together to put in place 'return to school' plans and risk assessments that will meet the needs of children. Headteachers, The Chief Financial Officer and Directors have also been involved in overseeing the plans.

Alongside the advice from the DfE, we are also listening carefully to advice from the Local Authorities.

We want to **gradually open our schools more widely, when the time is right.**

With all this in mind, we have made a decision that we will **not be able to open our schools more widely on 1st June, for the primary children**, as we need longer to put plans and organisation in place with school staff.

Chief Executive Officer: **Mrs Anita Johnson** B.Ed, NPQH

Instead, we plan to **open the Primary Schools more widely in a phased way from 8th June and the Secondary Schools will wait, pending further guidance.**

This date is not yet confirmed. It depends on the government indicating that the 5 key criteria have been met, which has not been confirmed by the Prime Minister currently.

The Primary sector will be contacting parents to see who is returning.

Parents intending to return their child/ren to school must give the school 5 working days' notice. This allows us to make arrangements that ensure the safety of staff and children.

Any child who themselves is currently displaying symptoms of Covid-19 or has someone in their household who displaying signs of Covid-19 **must not** attend school.

Children will be placed in a bubble class and the maximum number of students per group will depend upon the space available in the school that they attend. These bubbles allow us to minimise and manage the contact that students have with other staff and students.

What the school is doing to ensure all children return safely:

The government has provided guidance on four main areas that schools are now focusing on to provide as safe an environment as possible for all pupils and staff. They are:

- minimising contact and mixing by altering, as much as possible, the environment and timetables and creating bubble classrooms.
- cleaning hands more often than usual
- cleaning frequently touched surfaces often
- minimising contact with individuals who are unwell by ensuring that those who have coronavirus symptoms, or who have someone in their household who does, do not attend childcare settings, schools or colleges.

The classrooms and hall will all look very different. As much furniture as possible will be removed from the classroom and doors and windows will be kept open to ventilate the rooms where possible. Children will be provided with an equipment pack and a book.

To ensure we can implement the measures we have outlined we will be carrying out a training week during which all Staff will receive training. Following this, children will attend school on a day they will be allocated where they will be introduced to these new routines and trained in social distancing.

Please be aware we are only accepting children within these year groups: Reception, Year 1 and Year 6 but existing provision for our students who have regularly attended during the lockdown period will continue.

For those children in Years 2, 3, 4, 5, 7, 8, and 9 work will continue to be placed on the school website and Google classrooms for them to complete as part of their home learning.

We thank you for your support and understanding during this time and ask for your patience whilst we implement these new measures.

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Safety Advice	School Arrangement Outline (more details to follow)
<p>Minimising contact and mixing by altering, as much as possible, the environment and timetables</p>	<ul style="list-style-type: none"> • Staggered start and finish times for different year groups. These must be adhered to at all times. You will receive more details of your child’s start and end times on their induction day during the week commencing 1st June. • Social distancing signage on the school’s fencing and zoned pick up sections in the playground. You will be asked to queue outside along the perimeter fencing at 2m intervals. There is limited space so please do not come to the school before your allocated time. • At the end of the day there will be a marked off area in the playground which parents must not enter. As soon as you have collected your child please leave the premises immediately. • Please ensure that whilst waiting to collect your child that you ensure social distancing rules. Your child will be brought out to the playground for you to collect them. • Only one parent or carer will be allowed to enter the school grounds in order to collect their child. • Classes split into ‘groups’ to enable a maximum of 15 children per classroom- these groups will have the same staff members with them throughout the week where possible. This will mean that your child may not be taught by their regular teacher. These groups, where possible, will not mix with other groups. • Set table spaces within class to adhere to social distancing • Staggered break and lunch times • Children will be taught games they can play at break and lunch time to ensure social distancing • Children will eat in their classroom or in the hall • If eating in the hall children will sit on marked seats to ensure social distancing • One way system introduced in the building (fire drill/emergency overrides this) • No whole school or year group assemblies until further notice • No breakfast or after school clubs until further notice to comply with ‘mixing’ guidance • 2m markings on the floor to help children maintain social distancing when walking around the school
<p>Cleaning hands more often than usual</p>	<ul style="list-style-type: none"> • This will become part of the daily timetable and pupils will all wash hands every time they leave and enter the classroom & school building. • Children will wash their hands before and after eating • Children will be taught how to effectively handwash on their induction day. • Soap dispensers in all classrooms & toilets • Hand sanitiser stations set up at all entry points into school and other key areas.
<p>Cleaning frequently touched surfaces often</p>	<ul style="list-style-type: none"> • Revised cleaning schedules introduced; focus is on daily cleaning of surfaces, sinks, toilets, door handles and items within class • Caretakers and cleaning staff onsite throughout the day focusing on critical areas, such as, door handles/ stair handrails/ toilet doors • Daily refilling of classroom soap dispenser and sanitiser • Anti-bacterial wipes provided in all classrooms for wiping down of equipment, work stations, etc • Additional cleaning staff employed • Whole school deep clean over period of school closure

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Minimising contact with individuals who are unwell	<ul style="list-style-type: none"> • School following government guidance on grouping of pupils and advice that whole groups do not come into school if any member of the group displays symptoms. You will be advised if this should occur. • School will follow existing guidance for self-isolating & testing for any staff or pupils displaying symptoms. • Dedicated first aid room for children not showing symptoms of Covid-19 • Dedicated self-isolation room from children showing symptoms of Covid-19
Other	<ul style="list-style-type: none"> • PPE available for staff. Specialist PPE available for staff that provide intimate care. • Mental health first aiders available for pupils & staff to use if they are struggling with the current situation, isolation or changes. • No parent will be permitted to enter the school building. If you need to speak with a member of staff please call or email the school office. • Children will have their own pencil case, provided by the school, with their own stationery to use. • Children's book will be on their allocated table at all times. • Children should not bring any bags, P.E. kits, equipment from home or coats (weather dependent) to school. • Children will be provided with a new disposable water bottle on a daily basis.

I hope you and your families remain safe.

A Johnson

Mrs. A. Johnson
CEO, The Loxford School Trust

D Low

Mr. D. Low
Chair, The Loxford School Trust

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