



Friday, 19 June 2020

Dear Parent/ Carer

### **Re: Wider Opening from Next Week**

I am pleased to let you know that from next week, I am able to open the school to those pupils outside of the eligible groups, who have requested a place.

First and foremost, it goes without saying that the safety of your child and of our staff is our top priority. We are working hard, following the latest government guidance, to develop and implement a number of new ways of operating. This will allow us to open as safely as possible to more pupils, focusing on measures that will help limit the risk of coronavirus transmitting within our setting. These steps are detailed below.

#### **Class structures**

We will keep our children in groups with as much consistent staffing as possible, and we will minimise contact with other groups around the school.

Group 1 will attend school each day from 9:00am – 2:00pm. These children will be pupils from Y6 and any other children of Key workers who are in Y3, Y4 and Y5. This group will use the spaces within the Sapling and Oak classrooms and will split into 2 sub-groups which they will remain within throughout the day.

Group 2 will attend school each day from 9:30am – 2:30pm. These children will be pupils from YR and Y1, as well as any children of Key workers who are in Y2. This group will use the space within Acorn classroom and will split into 2 sub-groups which they will remain within throughout the day.

Group 3 will attend school on **Thursdays and Fridays only**, starting next week, from 9:15am – 2:15pm. These children will be pupils from Y3, Y4 and Y5. This group will have exclusive use of the village hall and will split into 2 sub-groups which they will remain within throughout the day. These pupils will not be able to enter the school building or playground but will have access to the school field.

If you have children in more than 1 group, please contact me and I will advise you off arrival and collection times.

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Rodmarton Primary School, Rodmarton, Cirencester, Gloucestershire GL7 6PE  
Telephone: 01285 841284 email: [admin@rodmarton.gloucs.sch.uk](mailto:admin@rodmarton.gloucs.sch.uk) [www.rodmartonschool.co.uk](http://www.rodmartonschool.co.uk)



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## Hygiene Practices

Children and staff will clean their hands more often than usual. We have developed routines to ensure children understand when and how to wash their hands, making sure they wash them thoroughly for at least 20 seconds using running water and soap and dry them thoroughly.

We will ensure our children understand good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach and ensuring a good supply of tissues and bins throughout the school.

## Attendance

If we are expecting your child at school and they cannot attend, please contact the school office by either phone or email to let us know.

## Dropping off and Collecting Your Child

Children should be dropped off and collected on the school field. One parent only should bring their child to and from school. The gate between school and the village hall will be the only entry point on to the field.

When you arrive on the field you will see signs and an area marked off in blue. Within this area are blue boxes for each family to individually wait in. Parents and children must stay 2 metres apart from other families and the staff, by waiting within the blue zone area at all times and follow the instructions on the signs.

When staff arrive on the school field, they will call your child over to them. Once your child has been called, please say goodbye and leave the field immediately, making your way to your car. The gate on the other side of the village, furthest away from school, will be the only exit point from the field.

You must follow the same routine when collecting your child at the end of the school day.

Please be on time for school. Arriving too early or too late could result in us being unable to maintain social distancing rules.

## Before and After School Care

Please note that we are only able to offer before and after school care to families where both parents are key workers, by prior arrangement.

## School Dinners

Caterlink are able to provide a packed lunch for those children attending school. There will be a choice of either a cheese, ham or tuna filling. These lunches can be ordered on the day so there is no need to let us know orders in advance. For those who pay for school lunches, these will be billed in the usual way through Parentpay. If you do not wish your child to have a Caterlink packed lunch, please provide your child with a lunch from home.

## Cleaning

We are implementing an enhanced cleaning schedule, ensuring surfaces touched by children and staff are cleaned regularly throughout the day, including table tops, door handles and play equipment. Wherever possible, soft furnishings have been removed from classrooms.

## Uniform

We recognise that it may be not be possible for your child to come to school in clean uniform each day and for some children, they may have grown out of their uniform. Therefore, please dress your child in clothes that are fresh on and that are suitable for the children to participate in sports activities. Footwear should also be suitable for outside activities, such as trainers. Children must not bring in a change of footwear and must not wear open toe sandals or slip on shoes. We recommend putting clothes

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straight in the washing machine once returning home from school to minimise and control the spread of infection.

### **Equipment**

The only equipment that pupils should bring to school are; a packed lunch, if you are providing this from home, a water bottle, sun hat and sun cream. These must be taken home daily and kept clean. Your child must not bring in toys or any other items from home. At school, each child will be provided with their own resources tray with all the equipment that they will need. These items will not be shared with any other child and they will be cleaned after use.

### **Forest School**

Each group will attend Forest School on the following days:

Group 1 – Thursday

Group 2- Tuesday

Group 3- Friday

Please dress your child appropriately for Forest School. Arms and legs must be covered. If it is wet weather, please provide your child with wet weather clothes.

### **Communication**

Parents are not permitted on to the school premises, including the school office. Parents must always stay within the blue zone of the school field. Should you have any questions or queries, these can be shared with staff on the school field, whilst remaining in the blue zone or you can contact school by phone or email.

### **Social Distancing**

It is important that you ensure social distancing is enforced whilst your child is not in school in order to prevent/minimise the spread of infection. Parents and carers will be expected to physically distance from each other and from staff when dropping off and collecting their children and to limit drop off and collection to one parent or carer per household.

### **Illness**

Anyone who is displaying coronavirus symptoms, or who lives with someone who does, must not attend school. That includes children and staff who work here. Please inform us if anyone is showing symptoms.

If we are concerned that your child may be unwell and have Coronavirus symptoms whilst at school, we will contact you and will expect you to collect your child immediately.

If another child at school or a staff member becomes unwell with Coronavirus symptoms, we will contact all parents and advise you of what you will need to do.

Please note that staff illness may result in us being unable to offer school to all groups of pupils. We will contact you at the earliest point if we are unable to have your child in school.

### **Testing**

All children who attend a childcare setting will have access to a test if they display symptoms of coronavirus, and are encouraged to get tested in this scenario. The aim is to enable children to get back to childcare, and their parents or carers not to need to self-isolate any longer than is necessary, if the test proves to be negative. A positive test will ensure rapid action to protect other children and staff in their setting.

All parents and carers must ensure they organise a test for their child, in the event that they develop coronavirus symptoms, and notify us immediately of a positive test. Further guidance is available about [getting tested](#).

### **Agreement to these Measures**

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In order to make our school as safe as possible, it is important that everyone follows the measures that we have put in place. Parents will be asked to confirm that they will comply with our measures by completing an agreement form. If a child or parent fails to abide by these measures, we may have to withdraw our offer of place at school to your child. Staff will continually reinforce these measures and support children to follow them. Please talk to your child at home about what has been put in place and why it is important that they follow this.

Mrs C Musty  
Headteacher

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