

Tuesday 23rd June

Dear Parents/Carers,

As you are aware, we are now extending the wider reopening of the school, to include our Year 6 children on **Monday 29th June**. As this means there will be an increased number of children on site, there will be some changes to the way we organise the provision for children of key workers.

We have worked hard over the past few weeks to put plans and risk assessments in place. This is to ensure that the reopening process is completed in order to keep all children and staff safe. The full site risk assessment will be available on the Academy website under the COVID19 tab. Please be aware that this risk assessment will be reviewed regularly over the coming weeks as we become more familiar with the new routine and also based on any new guidance that comes out from the Department of Education.

On your first day of arrival you will be requested to sign the new Home-School Agreement.

It is advised that you read the risk assessment and new Home-School Agreement. The key changes that you will need to be aware of from **Monday 29th June** are:

- Your Year 6 child will be placed in a bubble with their year group. Children will be allocated to a 'bubble' of no more than 15 children. From this time, your child will be expected in school **every day**.
- If your child is in Year 6 and you are a Key Worker, your child will still be in one of the Year 6 'bubbles'.
- Your child will be placed into a 'bubble' on arrival.
- Each 'bubble' will have their own outdoor area.
- Children **WILL** be able to play with other children within their bubble, but **WILL NOT** be able to play with children in any other bubbles.
- Staff will be working on a two-week rota in order to support those children in school and those who will be learning at home. The adults will be known to the children, but may not be their usual class teacher.
- The Year 6 children will be working on transition for the high school, to ensure they feel more confident about the new routines in their new schools.
- We will be running staggered start and finish times. Year 6 children must be dropped off at **8:45am** and collected at **3:00pm**.
- **Key Worker children may arrive between 8.00am – 9.00am and be collected no later than 4:00pm.**
- **From Monday 22nd June, a charge for before and after school provision was introduced for Key Worker children.**

- **The charge is £2.50 for breakfast and £2 for after school care each day. Payments can be made through ParentPay. Should this no longer be required, please inform the Academy Office.**
- **School will close at 1pm on Friday for all children with the exception of Key Worker children, for planning time as a further protective measure, avoiding bringing more adults into your child's 'bubble'.**
- We will be operating a one-way system for drop-off and collection. All Year 6 children must use the main office entrance in the morning and afternoon.
- **Key Workers children may continue to be dropped off and collected from the Academy office.**
- Children will have their temperature taken on arrival. **Any child with a temperature above 37.8° will need to be taken home.**
- Children must be dropped off at the school gate by only **1 adult**.
- Siblings should not come to school for drop-off or collection unless it is not safe to leave them at home. In that case, they will need to stay with their parent/carer at all times. If you have eligible children in more than one year group, you can drop them off and collect them together at the earliest allocated times.
- Parents/carers will need to be considerate of any congestion points and adhere to social distancing rules.
- Staff will not be available to speak to parents/carers at this time.
- Parents/carers will be expected to remain at the current 2 metres apart from each other and from staff at all times.
- At any point during the day, if your child is feeling unwell, their temperature will be checked again. Any child with a temperature above **37.8°** will need to be collected from school straight away. Similarly, any child who displays other symptoms during the nursery day will need to be collected immediately.
- If children are displaying any of the COVID 19 symptoms, they must be tested and the Academy informed.
- If anyone in your child's 'bubble' (adult or child), has a positive diagnosis of COVID 19, the whole 'bubble' will have to self-isolate for **14 days**.
- Any child, who is entitled to Free School Meals, will be provided with a school lunch.
- An additional letter will be sent out regarding the changes to the Free School Meal Voucher system.
- If parents/carers decide on providing their own packed lunch from home then it **must** be brought in a disposable bag with cutlery which can be thrown away after use. **No sandwich boxes are permitted.**

Your child will need to wear:

- A clean, school uniform for 3 days (Tuesday, Thursday and Friday) then PE kit for 2 days (Monday, Wednesday)
- Shoes or trainers which they can fasten themselves
- A coat and a warm top as some of the learning will be outside
- Sun cream should be applied at home in the morning

Your child will need to bring:

- Book bag with the 3 reading books borrowed
- Named asthma inhaler(if required)
- A small packet of tissues
- A small hand sanitiser
- Hand cream E45 (if required)
- Children must have a **named water bottle which will need to be kept in school.**
- There needs to be very little movement of items between home and school, therefore the children must **NOT** bring any of the following items to school:
 - School bags
 - PE kits
 - Sandwich boxes
- Staff must be able to keep themselves safe and so will not be able to work face-to-face in close proximity to the children. If First Aid or other close care is needed, staff will wear protective clothing, gloves and face masks whilst providing this.
- **A new Home-School Agreement has been sent out with this letter for parents/carers to read and sign at school.**

If you have any questions or wish to speak to a member of staff, please contact the school office 01270 814040
or email admin@monkscoppenhall.cheshire.sch.uk.

We are very much looking forward to seeing you all again on Monday 29th June.

Yours sincerely



Mrs Pamela Simpson
Principal
Monks Coppenhall Academy and Day Nursery.

