



Pope Paul Catholic Primary School

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Wednesday 20th May 2020

Dear Parents,

I hope this letter finds you well and that your children are enjoying the wonderful sunshine.

As we have heard from our Prime Minister's announcements on Sunday 10th May, there is an aim to partially re-open Primary Schools from 1st June 2020. We obviously very much look forward to welcoming all of our children back as soon as possible, but need to do so, in a manner which ensures the safety of children, staff and parents coming onto site.

The Government has made it clear that there will be no penalties for parents who decide that they would prefer their children to remain at home for the present. The online learning will continue to be set via the class blogs. The children who attend school will be accessing the same learning but in a classroom.

We have collated all your replies from the parent survey and so following my letter last week, I am writing to you with our proposed plan and processes to open Pope Paul School on 1st June, following confirmation from the Government. We will continue to be open for children of key workers and vulnerable children and in addition to this the school will be open to children in Reception, Year 1 and Year 6.

As a result of the 2 metre distance ruling being adhered to in public places such as on our daily walks or visiting the supermarket, this must also be complied with at all times at Pope Paul School. Following the creation of an extensive risk assessment, it is clear that we do not have the capacity to meet requirements to open **daily** for **all** Reception, Year 1, Year 6 as well as for the increased number of key worker/vulnerable children from all year groups, as this will require a floor space we simply do not have with current restrictions. Based on the classroom sizes, we can accommodate a maximum of 10 pupils per room with one or two adults.

How will children be grouped?

Children have been divided into virtual bubbles with each bubble having up to 10 children and 1 or 2 adults. Children will remain in this bubble for the whole time they are in school, eating lunch as a group and learning in and outdoors as a group.

Who will be attending and when?

Following the survey results, we have divided each class and keyworker/vulnerable children into virtual bubbles. Following government ruling we have prioritised children of keyworkers and vulnerable children. Therefore the children of keyworkers and vulnerable children will be able to attend daily. Each child in Reception, Year 1 and Year 6 will be able to attend **twice a week**. Each child can only be part of one bubble so if your child is in the keyworker/vulnerable group and also in Reception, Year 1 or Year 6 please let us know which group you wish them to join.

We will notify you of which bubble your child will be in shortly.

The following chart shows the timetable for each week

Virtual bubbles	Days attending school each week
Reception bubble A	Monday and Tuesday
Reception bubble B	Wednesday and Thursday
Year 1 bubble A	Monday and Tuesday
Year 1 bubble B	Wednesday and Thursday
Year 6 bubbles A and B	Monday and Tuesday
Year 6 bubbles C and D	Thursday and Friday
Keyworkers/vulnerable bubbles A,B,and C	All days

Who will be teaching my child and where will they be taught?

Below is a table showing who will be teaching your child and where they will be taught.

Virtual bubbles	Teacher/LSA	Location
Reception bubble A and B	Mrs Theo and Mrs Gymer	Reception Classroom
Year 1 bubble A and bubble B	Mrs Carey/Mrs Shea	Year 1 Classroom
Year 6 bubbles A and C	Miss Donatantonio/Mr Reid	Year 6 Classroom
Year 6 bubbles B and D	Mrs Lines/Mrs Hilton	Year 5 Classroom
Keyworkers/vulnerable bubble A	Miss Varga/Mrs McNamara/Mrs Steff	Year 4 Classroom
Keyworkers/vulnerable bubble B	Miss Pringle/ Miss Lawlor	Year 3 Classroom
Keyworkers/vulnerable bubble C	Miss Davey/ Mrs Vieyra	Year 2 Classroom

What will happen in the classroom?

- The children will not mix with any other bubble at any point throughout the day and will isolate with their teacher and part time learning support assistant.
- The children will have their lunch either in their designated classroom, or outside (weather permitting). Herts Catering will provide a school packed lunch or children can bring a suitable packed lunch from home. There will be no hot meals provided
- Children will be spaced apart within the classroom, but as acknowledged by the Department for Education, full social distancing within school is not possible, so we cannot guarantee that the children will stay a full two metres away from each other through the whole day
- Normal teaching will not be able to take place as staff will not be able to give the focussed support to children as they usually would, due to the social distancing rules to reduce the spread of infection.

- Children will have a limited amount of learning resources as classrooms have been cleared of soft furnishings, library areas and teaching resources that can't be easily cleaned
- The children will not be provided with reading books to take home, but will have access to a limited number of reading books, suitable for their age
- Children will not be allowed to play on the outdoor equipment or use shared equipment at break or lunch time

What does my child need to bring to school?

- Please bring in a water bottle with your child's name on it
- Please bring a sun hat and apply sun cream before school if appropriate
- If you don't require a school packed lunch, please provide a home packed lunch

Does my child need to wear school uniform?

- Children in Years 1 to Year 6 should wear their school PE kits (navy shorts/ navy skorts/navy jogging bottoms and coloured House T shirt)
- Any colour of trainers may be worn
- Reception Class should wear their school uniform (Navy shorts/navy skorts/navy jogging bottoms and yellow polo shirts)

What are the arrangements for drop off and pick up from school?

- One parent/carer will be allowed to enter the school site as usual using the side gate on Great Slades to drop off their child/children at the agreed time following the usual route to the back of the school building - this is the entry to our one way system
- Parents/carers then must leave through the KS1/Reception playground and exit the school site via the path in front of the sliding doors as soon as possible after drop off - this is the exit of our one way system
- Year 6 children only will enter and exit the school building via the sliding doors at the main entrance. They should NOT touch the keypad bell but wait to be allowed in.
- Parents/carers and children will need to observe social distancing on the playground using the yellow markings provided
- It will not be possible to talk to teachers at drop off or pickup so please use email as a means of contact
- Parents/carers will not be able to enter the school building at any point, including the office area
- The school car park will only be accessible for staff members, so please do not enter at any point

What time will school start and end?

The chart below shows the arrangements for a staggered start and end to the school day.

Group	Start time	Finish time
Key worker/vulnerable from all year groups	8.40am	Bubble A 3pm (Collect from KS2 playground) Bubble B 3.15pm (Collect from KS2 playground) Bubble C 3.15pm (Collect from outside Year 2 classroom)
Year 6 and Year 1	9am	3pm
Reception	9.20am	3.20pm

If you are collecting children from different virtual bubbles then please drop off at the latest time allocated for your children and pick up at the earliest time allocated.

Can my child wear PPE?

- We will not stop children wearing PPE, however, especially with the younger children we will be unable to support them taking it on and off throughout the day .We also cannot guarantee that they won't share it with a friend
- We are not stopping staff from wearing PPE, as we feel that it is down to personal choice during this difficult period of time
- PPE will be worn by members of staff when appropriate and by staff delivering first aid

How we will start the process of returning to school?

As we have so many new procedures and to ensure the smooth running of the new school day, we intend to return to school in a phased manner.

The schedule below is only for the dates as shown.

Start day	Bubbles
Monday 1 st June	Keyworker/vulnerable group bubbles A,B and C
Tuesday 2 nd June	Year 6 bubbles A and B
Thursday 4 th June	Year 6 bubbles C and D
Monday 8 th June	Reception bubble A Year 1 bubble A
Wednesday 10 th June	Reception bubble B Year 1 bubble B

This plan has been created to ensure that our whole school community can remain as safe as possible. Thank you parents for your support during this difficult time. Thank you to our amazing staff team for their dedication and commitment and to our wonderful governors who work tirelessly to guide and support the whole community.

We will be in touch shortly with additional information regarding the virtual bubble grouping arrangements. If you have any queries please don't hesitate to contact me via email.

With every best wish

Liz Heymoz