

Biddick Hall Junior School,  
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Head Teacher: Mrs. M. Collinson B.Ed (HONS).

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09/07/20

Dear Parents and Carers,

Firstly, I want to start by reiterating that the health, safety and wellbeing of your child(ren), staff and our wider community is of the utmost importance to us and we will have this at the forefront of our minds in everything we do and plan to do.

This has been a very unsettling time for us all but rest assured that we have taken on board the guidance that has been issued and we have worked hard to devise and carry out a full risk assessment specific to our school on all the issues that need addressing.

**Due to new government guidance from the autumn term all pupils MUST return to school. School attendance will be mandatory. This means from this point, the usual rules on school attendance will apply, including:**

- **Parents' duty to secure that their child attends regularly at school where the child is a registered pupil and they are of compulsory age**
- **Schools' responsibility to record attendance and follow up absence**
- **The availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct**

**Shielding will cease on 1 August, subject to a continued decline in the rates of the community transmission of COVID-19** so that means that even the small number of pupils who will remain on the shielded patient list can also return to school, as can those who have family members who are shielding.

Children **MUST NOT** enter school if they are displaying symptoms of coronavirus. Or who have someone in their household who does.

**Children must not wear masks or gloves in school and will be asked to remove them.**

**Parents/ carers must be contactable throughout the school day in case they are needed to pick up their children.**

**All children will wear full school uniform on their return in September. Uniforms do not need to be cleaned any more than usual, nor do they need to be cleaned using methods which are different from normal. Initial Images is our supplier for school uniform.**

**All children will be required to have a PE kit which consists of a red plain t-shirt black shorts, leggings or joggers and trainers or plimsolls. Pupils will only bring their PE kit into school on their PE days and take home to wash after each session.**

### **What we are planning to do at Biddick Hall Junior School:**

In response to recent guidelines, we will endeavour to put the following measures in place:

- Placing children into year group (bubbles), lower school and upper school. Children will be taught in their classroom by their designated teacher/s.
- The classroom will be arranged with forward facing desks sitting in pairs side by side.
- Windows and doors in classrooms will remain open to improve ventilation.
- Pupils bringing their own packed lunch in should do so in a disposable bag or a lunch bag or Tupperware box that can be taken home and disinfected daily.
- Pupils will not be allowed to bring in any resources from home, apart from a water bottle. All resources needed will be provided by school.
- Classroom based resources, such as books and games can be used and shared within the group (bubble); these will be cleaned regularly, along with frequently touched surfaces.
- Reading books will be allowed to go home as they contribute to pupil education and development. They will be cleaned accordingly.
- Toilet visits will be carefully managed and monitored by staff.
- Each group (bubble) will have their own set of playtime resources which will be cleaned frequently. **Pupils will not be allowed to use the fixed play equipment.**
- Pupils will be reminded throughout the day to not touch their face and eyes.
- Promote good hygiene - throughout the school day, pupils will be asked to clean their hands more often than usual with soap and running water or hand sanitiser, particularly upon leaving and re-entering the school building throughout the day, before and after eating and before and after a toilet visit. All classrooms have access to a sink.
- Ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach. All classrooms are provided with tissues and a bin with a lid for them after use.
- Thorough cleaning of occupied areas and equipment.
- Limited movement around school – stick to right hand side of corridors.
- Pupils will be supported to maintain distance and not touch staff and their peers where possible.
- There will be staggered starting and finishing times for year groups to keep them apart as they arrive and leave school.
- Arrangements for collection at the end of the day will be made as gathering at the school gates will not be allowed as set out below. All children enter on a morning and go straight into their classrooms at the designated times set out below. No parents to congregate at the school gate.
- No assemblies will take place for the foreseeable future.
- No Wake up shake up will be offered.
- The bikeshed is closed so no bikes or scooters please.

**School opening and closing times from September**

**PUPILS AND PARENTS MUST COME AT THE DESIGNATED TIMES NOT BEFORE AND NOT AFTER.  
FRONT AND BACK GATES WILL OPEN 8.40AM AND 3.05PM**

<b>YEAR GROUP</b>	<b>ARRIVAL</b>	<b>DEPARTURE</b>
Y6	8.45	3.15 PARENTS CAN PICK UP AT SHELTER
Y5	8.45	3.15 PARENTS PICK UP AT SHELTER
Y4	9.00	3.30 PARENTS PICK UP AT SHELTER
Y3	9.00	3.30 PARENTS PICK UP AT Y3 DESIGNATED AREA

**TEACHERS WILL LEAD PUPILS OUT TO THEIR PARENTS WHO MUST THEN VACATE THE PREMISES PROMPTLY. CHILDREN WHO ARE GOING HOME ALONE WILL BE DISMISSED AT THEIR DESIGNATED TIMES AND MUST ALSO LEAVE THE SCHOOL GROUNDS IMMEDIATELY.**

**We look forward to welcoming you all back on Wednesday 9<sup>th</sup> September 2020. Have a lovely summer!**

**Please continue to communicate with school via telephone 0191 5362186 OR via email [admin@biddickhallschool.co.uk](mailto:admin@biddickhallschool.co.uk) . Please remember that the phone lines will be closed during the summer holidays.**

Yours sincerely,

*M. Collinson*

Headteacher