



# BLUEBELL PRIMARY SCHOOL

Lovelace Road Norwich Norfolk NR4 7DS

Tel - 01603 452196

Head Teacher: Mrs Helen Plowman

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Deputy Head: Mr Edward Dooley

Thursday, 27<sup>th</sup> August, 2020

Dear Parents and Carers,



## Returning to school in September.

We are so excited to welcome your children back to school on **Monday 7<sup>th</sup> September**.

While the risk to children becoming severely unwell due to coronavirus is considered to be low, we will continue to put social distancing and infection control measures in place. This letter will go into details about what we will be doing and what we need you to do to help make it work. We have waited until now to share it with you, because we were mindful there may be additional guidance from the government and we wanted to give you as up to date information as possible.

Everything we are doing follows the government and local authority guidance, is in our risk assessment, and has been checked by our school governors.

### Attendance:

All children are expected to attend, even

if they have previously been shielding.



### **Phase bubbles:**

Pupils will mix mainly with their class, but they will share timings of the school day with the other classes in their phase bubbles.

Phase bubble	Start time	Break time	Lunch time	End of school day
A (R,1, 2)	8:40	9:55	11:45 (Play, then eat)	3:05
B (Willow, 3,4)	8:50	10:10	11:45 (Eat then play)	3:15
C (5,6)	9:00	10:25	12:15 (Eat then play)	3:25

For Years 3, 4, 5 and 6 and where possible in Year 1 and 2, children should be dropped off at the gate to the playground. Only one adult should accompany them to school. This is to prevent too many adults on the playground, gathering or passing each other. For your own safety, to prevent spreading the virus between adults, we will ask you to be socially distanced if you are waiting on the playground.

Please do not come early, or gather on the pavements near the gates.

Please leave by the gate on Ivory Road.

We understand that if you have children in different phase bubbles, different drop off times could be difficult, so if you have siblings, please pick one dropping off time for your children. The doors will be open from 8:40 am and if your child arrives early, before their class officially begins, they will be asked to read or complete early work.

At the end of the day, children will stay at their desks until the teacher sees who is collecting them and calls them out. There will be markings on the playground to show you where to wait.

### **Meetings and appointments:**

Unfortunately, because we will be getting pupils into class quickly, the adults will not be able to talk through any concerns or questions. Instead, please telephone the school office to arrange for a phone call from them, making it clear if the issue is urgent. Or, you can communicate via Class Dojo.

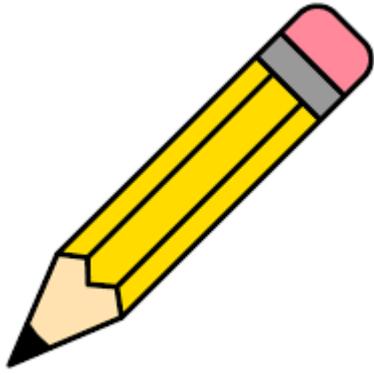


### **In the classroom:**

Teachers and support staff will only work in a phase bubble. Government guidelines do allow for adults to move classrooms but the only time we would do this is if a member of staff is absent from school. Mr D’Rosario is teaching PE across the school, but will not enter any of the classrooms. As many lessons as possible will be outside and PE equipment will not be shared without cleaning between groups.

Children will have set seats and won’t move around the classroom or work in groups. Adults will maintain a distance from the children as much as possible, but if necessary will work closer to them for a short time only and may wear visors.





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The children will be given their own pack of stationery for school use, so **please don't send them in with equipment**. Any shared resources will be cleaned after use, or quarantined for 72 hours.

Children will be able to pick a reading book to take home. When they are returned they will also be quarantined for 72 hours.

Doors and windows will be open as much as possible.

There will be no whole school assemblies in the hall; instead children will watch recorded assemblies in their classroom.

### **Uniform**

Children should wear their normal school uniform. Ideally, they should come to school in a clean set each day. As the windows and doors will be open, please make sure your child has a jumper.

On the days that they have PE, children should come to school wearing their PE kit. This will mean they don't have to get changed.

### **Cleaning and hygiene**

Children will wash their hands when:

- They arrive at school
- Before break
- After break
- Before lunch
- After lunch
- Before they go home
- If they use any shared resources.



There will also be hand sanitiser available to use before and after they use the toilet, in addition to thorough handwashing.

Throughout the day, school staff will clean surfaces, touch-points and equipment. Further cleaning will be carried out at the end of the school day by our cleaners.

### **Break times and lunchtimes**

Classes will spend their breaks and lunchtimes together. Each class will have a section of the playground to play in. There will be hand-wash stations outside, but all of the big play equipment is not being used. Each class will have their own set of smaller play equipment which will be cleaned after each use.

Children will eat lunch in their classroom. They can have a packed lunch from home, or you can return to the system of ordering a hot dinner or school packed lunch. This will be delivered to the classroom, by our MSAs. Please order for the



week or add £10 or £20 to your account. You will need to put the right money in an envelope and post it through the box in the school reception.

### **What to do if you or your child has symptoms**

On arrival at school, all children (or parents of younger children) will be asked if they are well.

Any child who develops symptoms during the school day, will be taken to separate area and they will wait there until they are collected. The adult looking after them will wear PPE and the area will be thoroughly cleaned afterwards.

The parents of the rest of the class will be informed that a child has gone home with symptoms.

The child should get a test as soon as possible. If the child tests positive, then all members of the household will need to isolate for 14 days.

If you or another member of your household displays symptoms, you should get a test and the child should not return to school until they get a negative test result. If they get a positive test result, then all members of the household need to isolate for 14 days. Please inform us straight away if this happens. If a child is isolating with symptoms, their absence will be authorised.

Similarly if an adult has symptoms, they will be told to isolate for ten days, get a test and inform the school as soon as possible. If a case is confirmed, the same procedures will be followed as for a child.

### **Masks:**

On arrival at school, children will need to take off any face mask that they might have been wearing and dispose of it following school guidelines. They will not need to wear masks in school.

Parents may choose to wear them on the playground when it might be harder to maintain 1m distancing.

### **Keeping in touch:**

There will be a video that comes out from school, next week, showing you around school, so you can see how it looks and reinforcing some of the messages in this letter. In addition, there will also be letters about lunch money, behaviour and breakfast club.

Please do let us know if there are any changes in circumstance of family situations that we should know about before the term begins. In addition, if you would like to discuss anything before the office is staffed again on 3<sup>rd</sup> September, please email: [newhead-bp@yare-edu.org.uk](mailto:newhead-bp@yare-edu.org.uk)

I look forward to seeing you all,

Mrs Plowman,  
Headteacher.





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