



Hawthorn Primary School

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Friday 29th May 2020

Dear Parents/ Carers,

As we move into phase 2 of the virus pandemic the government is lifting some restrictions and allowing pupils to begin to return to school but we will have to make some substantial changes to our normal routines in order to comply with Government guidance and keep all members of our school community safe. I wanted to share with you some of the initial work we have done to ensure that school is as safe as possible for pupils and staff, including our risk assessment. This will be dependent on continuing advice from DfE, Newcastle LA and Scientific Advice.

The government recommendations include:

- minimising contact with individuals who are unwell,
- cleaning hands more often than usual - wash hands thoroughly for 20 seconds with running water and soap and dry them thoroughly or use alcohol hand rub or sanitiser ensuring that all parts of the hands are covered,
- ensuring good respiratory hygiene by promoting the 'catch it, bin it, kill it' approach
- cleaning frequently touched surfaces often using standard products, such as detergents and bleach
- minimising class size and contact between groups of pupils to maintain social distancing guidance.

Changes we are making reflect these recommendations and aim to keep pupils and staff safe.

Following a week of staff training, we will be open to Year 6 pupils from Monday 8th June 2020, mornings only Monday to Thursday. School will be closed on Friday, to all but Key worker pupils, to allow deep cleaning of the year 6 classroom. We will review this and hopefully extend to full days as soon as it is safe to do so.

Groups ('Bubbles')

At Hawthorn, pupils will be allocated to a 'bubble' of no more 14 pupils (7 per classroom space) with one Teacher and one Teaching Assistant per bubble. Furniture will be rearranged in classrooms to promote social distancing.



Pupils will have their own work area with a resource pack of necessary equipment.



A bubble of up to 14 pupils will share one toilet block (male and female) and two classroom areas, e.g. Y5/6 mobile classroom. Each bubble will always have a qualified first aider, first aid equipment, hand sanitiser and hand washing facilities.

Each bubble in school will only access their classroom environment and will NOT be allowed to access any other indoor areas of school. All bubbles will have staggered outdoor activity/break times to ensure that each bubble remains separate.

School Day

Start and Finish Times from 8th June 2020 -

Key Worker Bubble – Monday to Friday

Arrive 8.45am, Depart 2.30pm (Friday 12.30pm)

Year 6 Bubble 1 – Monday to Thursday

Arrive 9.00am, Depart 11.45am

Year 6 Bubble 2 – Monday to Thursday

Arrive 9.15am, Depart 12.00 noon

Timings will be reviewed at the end of each week. The hope is to extend Y6 to longer days - we will update you about progress with this on Thursday 11th June.

Children MUST arrive promptly at their allocated time and be collected on time. We will not be allowing access to the school site or building for any adult other than school staff. Only one adult should bring pupils to and from school and there should be no gathering of parents anywhere outside school premises. Year 6 may walk to school by themselves. Social distancing markers will be clearly visible on the fence beside both the muga and bottom gates. It is important that you stick to your child's allocated times so that your child is not mixing with another bubble.



Cleaning



We will continue to implement deep cleaning at the end of each school day and implement new sanitising routines throughout the day. No bubbles of pupils will share the use of any indoor areas of school. Our aim is to promote independence and responsibility around the sanitising of pupil's work stations. Each classroom will be cleaned daily by our usual LA caretaker and cleaning staff. Classrooms will also be equipped with additional cleaning materials, including anti-bacterial wipes, that staff and pupils can use throughout the day.

Lunches

Pupils, who are entitled, will receive a free school packed lunch which will be eaten at their desk in their allocated Bubble. Pupils, who do not receive free school meals, can bring a packed lunch from home (that will be kept at their desk) or pay for a school packed lunch. Pupils do not need to bring a water bottle. Drinks will be available in school.

Staffing

We currently have a small number of staff who are unable to work directly with pupils in school. As a result, your child may not be with their normal class teacher and teaching assistant.

The year 6 bubbles will be staffed by Mrs Pearson, Mrs Lawrence, Mrs De Planta and Mrs Spencer. Other staff will continue to support key worker pupils on a rota.

Curriculum

Pupils in school will be using school ipads to access the online learning resources that pupils who are not able to attend are also accessing. By doing this, no pupils are missing out as they are all accessing the same learning activities and the teachers are only having to plan one set of resources. Pupils in school will be accessing our outdoor learning areas including the muga, forest school and our new edible playground. Please make sure that you put sun screen on your child before they come to school.

Uniform

Your child does not need to wear their uniform at the moment. Pupils should come to school in **fresh, clean clothes each day**. Government advice is to remove clothing when your child returns from school and put it straight into the wash. As normal, please send your child in sensible shoes which are suitable for outdoor play e.g. trainers (no open toe shoes). No jewellery (including watches) and longer hair should be tied back.

A risk assessment has been carried out and planning put into place, however, please be aware that this could change to suit any new guidance and/or outbreaks at any time. I hope that you understand the need for me to be explicit about how things will have to change. I am meeting with Governors and staff weekly. Please complete the attached Home School Agreement, which we have updated to reflect the changes to school during the COVID 19 Pandemic.

Hawthorn will continue to offer a service to all pupils in the following categories – Vulnerable, Key or Critical Worker families. I know that you will continue to support school as we move to wider opening while maintaining staff and pupil safety.

Take care and stay safe.

Yours sincerely,



Jane Dube
Head teacher

School Mobile: 07745790467