



Headteacher
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Coopersale and Theydon Garnon C. of E. V.C Primary School

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Friday 26th June 2020

Dear Parents/Carers,

Re. September 2020 classes & transition/further reopening arrangements

I sincerely hope that you and your families are well.

A lot of essential information to pass on to parents is within this newsletter, so please do find time to relax and read the contents in full. More details will follow, for each of the below events, at a point closer to the starting dates.

Class allocations from September 2020

Please share the following information with your children, showing next year's class arrangements and in particular, who your child's class teacher will be September 2020.

Year Group and Name	Teacher	Learning Support Team
Reception - Cherry	Miss Luck (Early Years Phase Lead)	To Be Appointed
Year 1 – Maple	Miss Hill	Mrs Harris
Year 2 - Willow	Miss Edwards (Y1&2 Phase Lead)	Miss Kimber
Year 3 - Ash	Miss Moxham (NQT)	Mrs Hatcher (Part Share)
Year 4 – Name TBC (Currently Ash)	Miss Usher	Mrs Hatcher (Part Share)
Year 4 – Beech (Currently Aspen)	Miss Collin (Y3&4 Phase Lead)	Miss Travis
Year 5 - Sycamore	Mrs Gardiner (Y5&6 Phase Lead)	Mrs Larr
Year 6 - Oak	Miss Marbe	Mrs Edridge

Staffing team

It gives me great pleasure to announce that our current Year 6 teacher, Miss Kendell, has been successful in gaining a school leadership post from September 2020, at a local Essex school. Of course, we are saddened to say our goodbyes to Miss Kendell, but as a staffing team we are so proud of her achievement, in reaching a significant career goal of hers. We wish Miss Kendell immense satisfaction in the post that she will be moving to, with a September start. I personally can't thank her enough for the impact she has had on our school, in particular with our Year 6's.

The successful appointment of a new teacher for September has already taken place. We welcome, Miss Moxham, to our Coopersale team. For some families, Miss Moxham may sound familiar, that is because Miss Moxham was based in our Year 5 class across January 2020, where she was completing a school placement during her final study year to qualify as a teacher.

Currently, we have advertised a Learning Support Assistant post, which is not to replace any current staff, but to increase our class based support team. If a successful candidate is gained, we will be designating the new role to our Early Years team, for the upcoming academic year.

Reopening arrangements for Year 6

We are pleased to be welcoming our Year 6 pupils from Monday 29th June. This will be on a part day basis, with a daily provision of 12.45pm to 3.15pm. For those of you who have received confirmation of your place, a guidance pack has been emailed to you. A reminder to all Keyworker parents in Year 6, If you require full day provision for your child whilst you work, your child must be placed in the KS2 Keyworker group. In line with Government guidance, they must not move across learning groups, therefore, if you request that they join the Year 6 group instead (part day provision), they will not be able to join or return to the Keyworker group (full day provision) at a later date.

Reopening arrangements for Year 1

We are excited to start welcoming our Year 1 pupils back from, Monday 6th July. We will be offering this on a part day basis, either a morning or afternoon session. Year 1 will be split into 2 learning group bubbles, with one group attending Monday and Tuesday and the other group attending Thursday and Friday, this allows the school to undertake a deep-clean of the classroom on Wednesday. During the week commencing, 29th June, the School will be contacting parents of our Year 1 children, with further details of the provision times on offer and, to confirm which Year 1 pupils would like to return to school from the 6th July. Once all our Year 1 pupils have been confirmed, we will then send you a guidance pack via email. If you are a Year 1 keyworker parent and need a full day provision whilst you work, we are unable to move your child across to the Year 1 bubble as they are on a part day provision. In line with Government guidance, they must not move across learning groups, therefore, if you request they join the Year 1 group instead (part day provision for two days per week), they will not be able to join or return to the Keyworker group (full day provision) at a later date.

Does the School have the capacity to reopen to wider Year groups across July?

From Monday 6th July, the School provisions will consist of 3 classes of Keyworker groups and the priority Year groups of, Reception, Year 1 and Year 6. At this point, not only will **all** classroom spaces be in use, but the School staffing team will be at full capacity, either assigned specific roles to ensure the safe running of the School or within designated learning groups (bubble groups). With this in mind, we will not be reopening the School to Years 2, 3, 4 or 5, until our transition meetings begin, from Monday 20th July. Details of this are below.

Closure of Bubble Groups and face-to-face transition sessions for all Year groups

The School's leadership are firm in our belief, that children must be given, where possible, an opportunity to meet their new teacher, before an academic year start in September. By hosting transition sessions before the end of a summer term, we limit anxieties of our children and staff, across the holiday period. With this in mind, School leaders have decided that every Year group will meet their current and new teacher for a session, either on, Monday 20th July or Wednesday 22nd July

(before School closes for the summer holiday period). To keep in line with current Government guidance, where a maximum of 15 people per learning group is requested, we will have to split all classes into two groups. As all classrooms will be used on, Monday 20th July, for the first group of each cohort's transition session, the School will close to all pupils on, Tuesday 21st July – to complete a deep clean, ready for the 2nd group of each class, to attend their session on, Wednesday 22nd July (the last day of school for the Summer term). Exact times of these transition events will be shared across the coming weeks to all families.

To confirm, attendance at school is still a parental decision until September 2020 and therefore, the school will continue our home learning programme until Friday 17th July, to support those children remaining at home.

For the above transition sessions to be possible and, allowing for the deep clean of every room in the School and the reallocation of all pupil desks and chairs to the correct classrooms, we will be ending our provisions to Keyworker groups and Reception, Year 1 and Year 6 for this academic year, on the following dates:

- Thursday 16th July: Last day for Reception, Year 1 and Year 6 provision groups
- Friday 17th July: Last day for Keyworker groups

September – reopening to all Year groups

In line with recent Government guidance, we will plan to reopen the school for all Year groups on Friday 4th September 2020. Our school annual calendars are on our website, within the 'News and Events' tab. More details for our September start will be given across July to all families.

Our new Reception class for September 2020

Information will be sent next week, to all of our parents who have a child starting their Reception year, at our School from September. Across, 20th to 22nd July, we will be hosting sessions for each child with an accompanying parent, to visit their new Reception class and spend time with Miss Luck. We are expecting our new Reception class to start attending our School from the week commencing, 14th September 2020.

Kind regards,
Mr Dale Bateman
Headteacher