



Headteacher's Comment

Dear Parents

In preparation for opening school to all year groups I thought it would be wise to highlight the key information from my September plans which I sent out as a newsletter to all parents on Thursday 17th July 2020 (the newsletter can be found within our news section on the school website and dated 17.7.20).

Please take time to read through this newsletter as it may help to eliminate the need for parents contacting school to ask questions that may have already been covered and answered.

I will also answer the questions that have been emailed to school from parents during the holidays, please see below.

Questions asked

Q Will children have hot meals when they return in September?

A No. For the first three weeks of term the children who are entitled to free school meals or have paid for a school meal will be provided with a 'grab a bag'. This was agreed with our school meal provider, Catering Leeds, and this plan has been adopted by many schools across the Local Authority. The reasoning behind this was to reduce contact between children from different class bubbles and the difficulty of keeping meals hot when being delivered to class bubbles. This plan will be reviewed before the end of the three week period as I ideally want children to eventually have a hot meal when the weather becomes colder.

Q What is on the menus for September school lunches?

A The September lunch menus provided by Leeds Catering (our catering providers from Leeds City Council) were uploaded to the school website on the Monday of the last week of term and have remained on the school website during the seven week Summer holidays. If you wish to find the menus for school lunches the link is on the homepage of the school website (click the 'hamburger' top left of the website – scroll down to Parents tab – scroll to School Lunches – click weekly menus or you can click the quick link 'Lunches' half way down the homepage).

Q Can my child wear leggings/tracksuit/school jumper over their PE kit during the day they have a PE lesson?

A Yes.

Q Does my child have to change for PE?

A Not in school. As we stated in the July communiqué to parents the guidance for PE kit was:

- Your child wears **full uniform** on any **non-PE** days (there is no longer a requirement to observe additional hygiene around clothing, i.e. uniform does not have to be fresh on every day)
- Your child wears correct PE kit on the days they **have** a PE lesson.

The 2 days your child will do PE are:

Class 1: MONDAY (9.15 to 10.15) and WEDNESDAY (1.00 -2.00)

Class 2: MONDAY (1.00 -2.00) and WEDNESDAY (10.30 to 12.00)

Class 3: MONDAY (2.00 -3.15) and WEDNESDAY (9.15 to 10.15)

Class 4: MONDAY (10.30 to 12.00) and WEDNESDAY (2.00 -3.15)

Q Can my child bring a packed lunch box to school?

A No - as we stated in the July communiqué to parents the guidance for packed lunches was:

- For those who are not eligible for a free meal or do not want to buy a school meal please provide a packed lunch enclosed in disposable material (foil appears to be a favourite with families)

Q Will the children enter their classes using the same entrances as before?

A Yes –

Class 1 (Rec/Yr 1) will enter though their class entrance as normal.

Class 2 will go up the ramp and enter through the Class 2 entrance.

Class 3 will again use the Kestrel entrance (right hand side of the building – the door will be left open for the 8.50am start and the child will walk across the playground to the Class 3 door (the new classroom).

Class 4 will again enter through their fire exit door.

Before and After School Club – Kestrels entrance (also to be used by Class 3 but at different times).



All classroom entrances will be manned by a member of staff. Miss Hewitt and I will be on duty at the front of school for the first week to guide the children to the correct entrance and to ensure social distancing is being maintained by parents and children. We will also man the drop off zone. Temperature checks of children will no longer be carried out by staff members based on recommendations from the DfE (Department for Education) - to eliminate queues/crowding. We do **insist** parents to check their child's temperature every morning and if it is above the recommended temperature (a high temperature is usually considered to be 38C or above) - please inform the school.

How can parents help:

Please...

- continue to **social distance** at the morning drop off and at the end of the school day. Please leave the school grounds promptly when you have seen your child enter school. Please do not stay to chat to others directly outside school so as to reduce unnecessary crowding/queues
- provide a named water bottle which allows the contents to be seen and drunk without removing the lid – remind your child to take it home each day and to wash and refill it for the next school day
- note - those who are not eligible for a free school meal or do not want to buy a school meal please provide a packed lunch enclosed in **disposable** material (foil appears to be a favourite with families)

Ensure that your child is trained in, understands and always follows these routines, in and out of school:

- Thorough, regular handwashing
- Remind your child about *Catch it, bin it, kill it*- encourage the use of a tissue for coughs and sneezes and bin immediately, and if not possible, cough/sneeze into the crook of their elbow
- Put the toilet seat lid down before flushing

Ensure that every day:

- Your child washes their hands thoroughly just before leaving the house
- You/your child arrive/ leave on time to follow staggered starts
- Tie your child's hair back if it is long enough to do so
- Your child wears full uniform on any **non-PE days** (there is no longer a requirement to observe additional hygiene around clothing, i.e. uniform does not have to be fresh on every day)
- Your child wears **correct PE kit** on the days they have a PE lesson

Ensure that you:

- Book Kestrel places in advance
- Continue to protect your family and everyone at school by following the government guidelines

Our Plans

Hygiene

All hand dispensers in school have been checked and are working; additional ones have been installed. We will continue to promote regular hand washing on entry to school each morning, before and after sharing resources, break times, after eating and at the end of the day. Our LCC cleaners will complete a deep clean this Thursday and Friday and will continue to maintain their daily cleaning during term time.

Keep your distance There are a wide range of measures we will be implementing to minimise contact between individuals. These measures follow updated government and Leeds CC guidance:

- Classes will be allocated to 4 different entrances and exits for drop off and pick up
- Staggered start and finish times to be maintained to avoid congestion at the beginning and end of the day
- No parents will be allowed in the school building
- Classes to continue to operate as 'class bubbles', with staggered breaks and lunch times, timetabled PE class sessions outdoors, so that they are not in contact with children in other class bubbles during the school day
- Minimal staff movement between bubbles
- Y1- Y6 will eat lunch in their classrooms and Reception in the hall
- There will be no activities involving more than one class at a time
- Children to come in PE kit on the days they have a PE lesson, to avoid crowding while getting changed and to reduce lost property.

Class times

Settings will no longer need to take children's temperatures every morning or throughout the day. This will obviously help to reduce waiting time at the start of the day.

Class	Start am	Break am
Class 1	8.50am	10.05 -10.20
Class 2	8.55am	10.05 – 10.20
Class 3	8.50am	10.25 – 10. 40
Class 4	9.00am	10.45 – 11.00

Please be prompt so class arrivals do not overlap

Class	Lunch in classrooms (class 1 lunch in hall)	
Class 1	12.00 – 12.30 Lunch 12.30 – 1.00 (break zone 1)	1hr
Class 2	12.00 – 12.30 Lunch 12.30 – 1.00 (break zone 2)	1hr
Class 3	12.00 – 12.25 (break zone 2) 12.20 – 12.45 Lunch	50mins
Class 4	1.00 – 1.25 (break zone 1) 12.35 – 1.00pm (Lunch)	50mins

KS1 PM break discretion of class teacher (10mins) – Class 1 zone - 1 Class 2 zone 2

Class	Pick up
Class 1	3.15pm
Class 2	3.20pm
Class 3	3.15pm
Class 4	3.25pm

A normal Hawksworth school day (pre Covid-19): 850am to 3.15pm equals 6hrs 25mins (one hour lunchtime).The above staggered times still equate to 6hrs 25mins for each class, but Class 3 and Class 4 will unfortunately lose 10mins of their hour at lunch time.

I appreciate that these altered drop off and pick up times may represent some inconvenience for families, particularly where a parent has more than one child to drop off or pick up. I have tried to balance the competing demands of staggering starts to avoid congestion and the need not to prolong the beginning and end of the day and to avoid excessive wait times for families who are dropping off more than one child.

With regards to PPE

- PPE will always be used when providing intimate care to a child
- PPE will always be used when caring for a child who is symptomatic, before they are collected to go home
- *‘Primary school children will not need to wear a face covering n primary schools where social distancing is not possible in areas outside of classrooms between members of staff or visitors, for example in staffrooms, headteachers will have the discretion to decide whether to ask staff or visitors to wear, or agree to them wearing face coverings in these circumstances. Based on current evidence and the measures that schools are already putting in place, such as the system of controls and consistent bubbles, face coverings will not be necessary in the classroom even where social distancing is not possible. Face coverings would have a negative impact on teaching and their use in the classroom should be avoided.’* (DfE)

Curriculum

In order to ensure that children feel happy and confident to be back at school and are supported to process the events of the last 6 months, teachers will set aside time at the very beginning of the year to focus on the 5 Rs:

- Relationships and Reconnecting
- Routines
- Resilience
- Reflection

A pupil questionnaire will also be provided for the Y2 and KS2 children to be completed on the first day. This questionnaire is designed to gauge the wellbeing of pupils returning to primary school in September.

Teachers will be delivering a full, broad and balanced curriculum, with the following adjustments:

- An increased time for English and Mathematics to address gaps in learning caused by the school closure
- A focus on whole class teaching to support catch up, with targeted work for those who need additional support
- No indoor singing- this has been identified as a high risk activity, even in class groups
- Increased use of outdoors where possible

Mr A. Hall, our specialist Spanish and PE teacher, will continue to teach all classes on Mondays, Tuesdays and Wednesdays. He will adhere to the DfE guidance, taking additional care around hygiene and social distancing. The same principle applies to staff who work across more than one class, i.e. our learning mentor, Mrs Gallagher and Miss G. Ventor, our new teaching assistant who works for Inspirational Tree.

In Class:

- Classrooms with forward facing desks (except Class 1 – Reception and Year 1 – pre-covid 19 normal seating arranged based on DfE guidance)
- Staff **maintaining distance** from pupils and **other staff** as much as possible
- The DfE state that pupils should limit the amount of equipment they bring into school each day, to essentials such hats, coats, books and stationery. Bags are allowed. Pupils and teachers can take books and other shared resources home, although unnecessary sharing should be avoided, especially where this does not contribute to pupil education and development. Similar rules on hand cleaning, cleaning of the resources and rotation should apply to these resources. Teachers will mark books but will need to wash hands after handling books or wear disposable gloves

Kestrels

Kestrels Before and After School will continue and staff will follow the latest government guidance, with the following adjustments:

- Social distancing in place
- No last minute ad hoc bookings - all places must be booked in advance
- Continued careful recording of daily attendance to support track and trace in the event of an infection
- Increased use of the outdoor area
- Increased cleaning and rotation of resources

I hope this information is helpful and reassuring to all parents. I would encourage parents to read the full DfE guidance <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools> (updated 28th August 2020)

Your child's health and well-being are paramount to all who work on behalf of Hawksworth CE Primary School. I would like to thank all parents for your co-operation and support for enabling our school to maintain an educational provision since the start of Lockdown and during the partial closure of the school. I am confident our school community will continue to successfully overcome any future challenges that Covid-19 may bring.

I look forward to seeing you on the 7th September and thank you for your continued support.

Mr Dale Norris

Headteacher

