



MANOR COURT Community Primary School

incorporating Manor Court Early Years Centre

A Member of Preston Primary Academy Trust

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Thursday 16th July 2020

Dear Parents

Opening arrangements for Manor Court Primary School in September 2020

As you will be aware, the Government has now begun to relax some of the Covid-19 lockdown restrictions and recently the Department for Education announced that all schools will open for all children from the beginning of September. In this letter we will outline the reasons behind this decision, Government expectations on parents and our school from September and how we will facilitate this opening for parents. We will make a video explanation early next week and post this onto the school website.

Government rationale behind opening schools

The decision has been driven by a decrease in the number of Covid-19 cases, together with the 'test and trace' system now being up and running. Public Health England has also made it clear that the risk to children continues to be low.

The Government, schools and parents all know that all children benefit hugely from being at school and that a prolonged absence from education may have a lifelong impact and we welcome the decision to open schools fully. It is our intention to open Manor Court with as much normality as possible for all children. However, in line with Government guidance we are implementing measures to minimise risk to the best of our ability and we would like to inform you how this will look in our school.

Attendance

Manor Court Primary School will open to all children on Monday 7th September.

Attendance is compulsory for all children, unless your child:

- Is self-isolating.
- Has symptoms of Covid-19 or a positive test result.
- Is in close contact with someone with coronavirus.

Staggered timings

We are staggering start times and collection times and asking parents to enter and exit through different gates to limit the number of parents on site at each time. It is the responsibility of parents to maintain social distancing throughout drop off and collection times. We encourage children who are able, to enter the school site and go to their designated place independently therefore further limiting the number of adults on site. We also ask that parents do not enter the school buildings with their children as this increases the risk of cross contamination.

	Start/Finish time	Gate to use
Reception		
Squirrels & Hedgehogs class	08:40-15:00	Top gate
Year 1		
Bumblebees	08:40 – 15:15	Pedestrian gate adjacent to Y1 block
Dragonflies	08:50 - 15:25	Top gate
Year 2 and Year 3		
Nightingales	08:40 – 15:00	Gate nearest to Coronation Street & on to KS2 playground and enter through external door near Eagles.
Owls	08:50 – 15:25	Main gate & enter the building through the top door near the kitchen.
Kingfishers	09:00 – 15:30	Gate nearest to Coronation Street & on to KS2 playground and enter through external door near Eagles.



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Year 4		
Puffins	09:00 – 15:30	Main gate & enter the building through the top door near the kitchen.
Eagles	09:00 – 15:30	Pedestrian gate adjacent to Y1 block & enter through the external door near the studio.
Year 5		
Foxes	08:30 – 15:00	Main gate and through the external doors by Foxes and straight to their classrooms
Badgers	08:30 – 15:00	Gate nearest coronation street and enter the building through the external door near Badgers.
Year 6		
Herons & Otters class	08:30 – 15:00	Main Gate and straight to the classrooms.

- Foundation Stage children will have a reduced timetable for two weeks before starting fulltime on Monday 21st September.
- Children will be expected to line up for their teachers unless they have been instructed in the table above to go straight to their classrooms.
- Staggered play and lunchtimes will operate throughout the school day and classes will continue to have lessons outside as much as possible within the curriculum.

Grouping of children

- Children will be taught in their normal class groups and may be in contact with the rest of their year group on occasion.
- All children will be encouraged to socially distance with other year groups to minimise contact and mixing with other children and adults.

Hygiene

- Children will be expected to handwash regularly and thoroughly.
- We will be using soap, water and hand gel throughout the day
- The school and equipment will be cleaned regularly and thoroughly to the best of our ability.
- Children must wear full clean school uniform and may bring their usual books, bags, books, lunch boxes and PE kits to school.
- Staff will not be wearing PPE unless necessary.

Extra-curricular provision

- Breakfast club and our wide range of after-school clubs will not be available for the foreseeable future. When they return, we will use small consistent groups of children.
- School swimming lessons will recommence in January 2021 at Crewkerne swimming pool.

Curriculum

- We shall continue to teach our broad and balanced curriculum whilst ensuring that children quickly catch up with any learning that they have missed. We shall only schedule school trips in accordance with safety guidance.
- Statutory Primary assessments for Years 2 and 6, as well as the phonics screening check in Year 1 and the multiplication tables check in Year 4 will take place in Summer 2021.
- Contact sports in PE lessons will not take place.

Children wellbeing and support

- We recognise that some children will have experienced a variety of emotions in response to the coronavirus outbreak and will support children with their emotional wellbeing and mental health.

Behavior expectations

- Alongside our normal expectations of behavior, we will expect the children to respect the new measures and way of working.

Visitors

- We shall continue to try to minimise the number of visitors onsite so please continue to call or email the office if you have any queries to avoid unnecessary visits to the school premises. To aid this, please ensure your child has everything they need for the school day before they leave home.

School meals

- Aspens, our caterers, will not currently provide a hot school meal option for the children. A menu with a sandwich option will be sent to parents in the first week back to school in September. For the first week, all children who have opted for Universal Free School Meals or have Free School Meals will be given a packed lunch appropriate to their dietary needs.

Sickness

- If a child or anyone in your household is showing symptoms that are symptomatic of Covid-19 your child must be kept at home.
- In the event of them showing symptoms at school we shall ask you to collect your child immediately.
- If your child has a negative test result they should return to school.
- We shall follow the NHS Track and Trace guidelines to help reduce the spread of the coronavirus.

We hope that these measures will prove temporary and we shall of course keep you informed of any change in guidance and practice. If you have any questions or queries, please email the school office email address.

We would like to reassure you that we will continue to make the school as safe as it can be and look forward to seeing all of the children in September.

Thank you for your ongoing support.

Yours faithfully,



Mr Luke Talmage
Head Teacher



Mr Alan Clode
Deputy Head Teacher/Inclusion Leader