



# MANOR COURT Community Primary School

*incorporating* Manor Court Early Years Centre

A Member of Preston Primary Academy Trust

Head Teacher Mr L Talmage Deputy Head Teacher Mr A Clode

Duck Lane, Chard, Somerset TA20 2ES

Telephone 01460 62350 • email [office@manorcourt.ppat365.org](mailto:office@manorcourt.ppat365.org)

[manorcourtschool.sch.co.uk](http://manorcourtschool.sch.co.uk) • twitter @ManorCourtChard

Tuesday 19<sup>th</sup> May 2020

Dear Parents,

## Phased reopening of Manor Court Primary School on Tuesday 2nd June.

The Government has outlined their intention to reopen in phases all schools in England on Monday 1st June and to 'welcome back children in Pre-School, Reception, Year 1 and Year 6'. The Government 'strongly encourage children and young people in the eligible year groups to attend. Provision for key worker children outside of Year R, Year 1 and Year 6 remains the same.

Manor Court Primary School will reopen on Tuesday 2nd June to all children in Nursery, Foundation Stage, Year 1, Year 6, to those children who are vulnerable or who have parents that are keyworkers. We appreciate and accept that parents may choose to keep their children at home during this transition to the 'new normal' and for this reason the home learning packs will continue to be posted onto the school website and in accordance with the Government conditions, no parents will be fined for a child's non-attendance.

We wish to advise you that we will be following Government guidance to the best of our ability and within the physical capacity and constraints of our school. To help you to decide and for Senior Leaders to begin to prepare for a return, I feel it is important to inform you of our offer and the strategies that we will be using to meet the Government request.

### Our phased return offer:

- All classrooms will be used to ensure that groups are small (to minimise social contact and mixing of groups). It is important to note that realistically, with children it will not be possible for us to always maintain the 2-metre distance from others and that there remains risk. It will also be very difficult to ensure that the children only use personal and not shared resources.
- Children will be in groups of no more than fifteen and will remain in these groups throughout this phase of the return to school plan.
- To facilitate these smaller groups your child may not be taught by their normal class teacher.
- Where possible, staff (in teaching teams) will be allocated and stay with the same group of children. Your child may be in a group led by a teacher or a member of support staff.
- The work that your child will be taught in school will be the same content as the work packs that will be sent home and uploaded to the school website.
- Start and finish times will be staggered to prevent large groups during drop off and pick up times. There will be no breakfast or after school clubs.
- Staggered playtimes and lunchtimes will operate for groups of children in separate areas, where possible.
- Staff will **NOT** be wearing PPE as a rule except: if a child shows symptoms of Covid-19 in line with Government guidance or a staff member feels more secure returning to work wearing PPE (face covering etc.)
- If a child or anyone in your household is showing symptoms that are symptomatic of Covid-19 your child must be kept at home.
- Children will be expected to hand-wash regularly and thoroughly. We will be using soap and water throughout the day.
- The school and equipment will be cleaned regularly and thoroughly, to the best of our ability.
- We will use the outdoor space within the school site as much as possible.
- We will not be able to provide a hot school meal during the phased opening. If you would like your child to receive a sandwich lunch, please inform your child's teacher through the year group email address.



## ASPIRE

Ambition • Sincerity • Positivity • Integrity • Respect • Empathy

## What we expect from parents:

- To acknowledge that Manor Court Primary School is transitioning from a period of 'childcare' back to an establishment of education. Children cannot come to school on a part time basis, they need to attend for each full week to minimise cross contamination.
- Please be punctual at staggered drop off and collection times to avoid crowds outside the school building and please maintain the 2m distance between yourself and others. It is imperative that you do not congregate outside of the school premises and be aware that if you are late you will be not be able to access the school site.
- Allocate only one parent to bring your child to school.
- If enquiries are needed would you kindly contact email the school office to avoid unnecessary visits to the school premises. The school office will remain closed until further notice and there will be no access to the school site during the school day, so please ensure that your child has everything that they need for the school day.
- Please be patient – this will be very new to all of us and we will endeavor to do our best to ensure drop off and pick up plans go smoothly.
- Communication – let us know about any worries you have and keep us informed of your child's feelings.
- Keep your child at home if they or a member of your family is unwell.
- Please change your child's school uniform after every session at school.

Please be aware that these arrangements can only work at this stage of a phased return, but as the school opens to more pupils, we will need to review the provision again. If you have any questions or queries, please use the school office email address above.

Please inform the school via the year group email by midday on Thursday 21st May if you intend for your child to return to school on Tuesday 2nd June. Without prior knowledge during this transition time, your child will not be able to attend. Once we have received confirmation from you that your child will return to school we will email you specific information about timings for your child's group later this week.

Yours sincerely.



Mr Luke Talmage  
Head teacher



Mr Alan Clode  
Deputy Head teacher/Inclusion Leader