 Cheriton Bishop Primary School

*Church Lane, Cheriton Bishop, Exeter, Devon. EX6 6HY Tel: 01647 24817*

 *Email:* admincheritonbishop@thelink.academy

1st March 2021

Dear Pare nts/Carers,

8th March 2021 arrangements for full opening of the Cheriton Bishop Primary School

We are delighted to be welcoming everyone back to school on Monday 8th March 2021. We would like to thank you all once again for working so hard to support the children with their online learning over the last 8 weeks. We understand how challenging this has been for so many of our families and we very much hope that we are heading towards the end of Lockdown.

**Please remember that when the children do return to school on 8th March, we remain in Lockdown and we ask that you all follow the current government guidance accurately to protect each other and the school.** All school staff have been using LFT (Lateral Flow Tests) twice weekly since January 2021 which helps us to know that our school is currently safe and we very much hope to keep it that way.

**GENERAL ORGANISATION**

Cheriton Bishop plans to run 5 classes (Pre-school, Class 1, Class 2, Class 3 and Class 4) that will function as 2 bubbles until Easter. After Easter we hope to be able to mix the children fully at play and lunchtime outdoors.

1. **Pre-school, Class 1 and Class 2 will form a Key Stage 1 and Early Years Bubble**. They will share outdoor spaces, lunchtimes and playtimes. As the Year 1 cohort has been split this year, this will enable the Year 1 children to continue to access the continuous provision and help them to maintain friendships. The Key Stage 1 and Early Years group will eat in the school hall as many of these children have school hot dinners and it is not feasible for them to carry trays of hot food across the road.
2. **Class 3 and Class 4 will form a Key Stage 2 Bubble**. They will share outdoor spaces, lunchtimes and playtimes. They will eat in their own classes or outdoors if the weather permits. Children who have school dinners will currently receive them boxed.

**PICK UP AND DROP OFF**

We will continue to use our ONE WAY SYSTEM. We ask that you enter the school site from the pedestrian gate on Church Lane, drop your children and exit the school site via the school car park. We must insist that no parents park in the school car park during this time to allow a safe exit through it. At picking up time, you will enter via the pedestrian gate on School Lane, collect your child by social distancing and waiting outside their ‘Bubble’ space. As soon as your child is handed to you, please leave via the car park. Only one adult should drop each child.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Class**  | **Indoor Space** | **Drop Off/Pick Up Location** | **Drop Off Time** | **Lead Staff Member** |
| Pre-school | School Hall | School Hall | 9.00 – 9.15am | Christine Grist |
| Class 1 | Class 1  | Class 1 side gate | 9.00 – 9.15am | Mrs Squance |
| Class 2 | Class 2 | Resource Room door next to Class 2 | 9.00 – 9.15am | Mrs Ley |
| Class 3 | Class 3 | Resource Room door next to Class 2 | 8.45 – 9.00am | Mr Bosence |
| Class 4 | Class 4 | Door next to Class 4 | 8.45 – 9.00am | Mrs Miners |
| **We found that most congestion occurs at pick up time and this must be avoided. Please read carefully and be prompt with timings. Thank you.**If you are only picking up from KS1/pre-school, please pick up between 3.00 – 3.10pmIf you are only picking up from KS2 please pick up between 3.20 - 3.30pm.If you have children in both bubbles, please pick up between 3.10 - 3.20pm. |

BREAKFAST CLUB

This is offered daily from 7.30am. It must be booked and paid for at the beginning of each half term to enable us to ensure it is properly staffed and correct risk assessments are in place. Each session is £3.50 per child, please email Mrs McCracken with a completed booking form (at bottom of this letter).

SCHOOL OFFICE

The school office will remain closed to parents. Mrs McCracken will be happy to answer any queries over the phone or by email, but not face to face.

WHAT TO BRING AND WEAR

We realise that these times have been financially challenging for many families. Though we will expect the children to be in ‘as close to possible’ to school uniform, please do NOT feel you need to buy new items and shoes. 'As close as possible' will be fine.

The children will be doing lots of learning outdoors and the school will be very well ventilated with windows and doors (where safe) kept open so they will also need to bring some warm clothing. If required, sun cream MUST be applied before arriving at school and sun hats recommended.

Long hair on girls and boys must be tied back. Please can we also remind you that jewellery should not be warn (except a watch and small discrete earrings).

All children MUST have a NAMED, large, filled water bottle.

Children should NOT bring other items from home such as pencil cases or toys unless pre-arranged with a staff member. Thank you.

PE KITS

The children should come to school in **school PE kits** on their PE days – please see below.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | MONDAY | TUESDAY | WEDNESDAY | THURSDAY | FRIDAY |
| CLASS 1 | PE KIT | Wellies |  |  | PE KIT |
| CLASS 2 | PE KIT | Wellies – Y1 |  |  | PE KIT |
| CLASS 3 |  |  |  | PE KIT | PE KIT |
| CLASS 4 |  |  |  | PE KIT | PE KIT |

SIGNAGE

Doors, spaces and one way systems will be signed. Please follow the instructions.

PPE

Staff are currently not advised to wear PPE (Personal Protective Equipment) in their classrooms. The exceptions are when meeting families outdoors, dealing with a first aid incident, dealing with an ill child or providing intimate care. Please discuss this with your children so they will know what to expect on arrival at school and when a knee is grazed etc.

READING BOOK AND LAPTOP/TABLET RETURNS

Please can ALL reading books be returned on Monday 8th March. Our stocks at school are really diminished so please have a good hunt at home (under beds etc!). If your family borrowed a tablet or laptop, please also return these (make sure they are handed to a staff member) as they will be needed in the classrooms.

REPORTING TO PARENTS

We usually provide written annual reports before Easter. This year we will provide written reports in June 2021. We will be offering remote parent’s meetings on 29/30/31st March to discuss how your child has settled back into school, how they are doing and what their next targets are. Further details will follow.

RECOVERY CURRICULUM

The staff are currently working to ensure their planned curriculum will meet the needs of all the children. Our updated Recovery Curriculum document will be added to the website later this week under the Covid section.

EMERGENCY CONTACTS

Please have a really careful think about who you have down as an emergency contact. Can we still use them if we cannot contact you? If your contacts need updating, please contact Mrs McCracken.

CLEANING

Enhanced cleaning will be done throughout the day following the updated Public Health England guidance.

We look forward to seeing you all on Monday 8th March from 8.45am. In the meantime, please do feel free to contact me with any worries or concerns.

Kind regards,

Mrs Alex Waterman – Executive Academy Head

 **BREAKFAST CLUB**

 **ADVANCE BOOKINGS**

 **Date: ………………………………**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Child’s Name** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
|  |  |  |  |  |  |