



Cockfield CEVCP School

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Head Teacher: Mrs Trudie Harkin

Monday 18th May, 2020

Dear Parents and carers

As a school, we have been planning how to create **a safe, caring and supportive environment** for all of our children and staff as we move forward. To help us guide the school through the next phase of the COVID-19 crisis forward planning and following government advice, I have identified some practical solutions to keeping everybody as safe as possible for the week beginning Monday 01 June. Over the past few weeks, staff have worked tirelessly at home and in school to provide curriculum and pastoral support for the children of key workers and those at home. Following the new stage, as identified by the Prime Minister last week, the school is now opening its' doors to pupils in EYFS, Y1 and Y6. Thank you for letting me know whether you intend to send your child to school. This is not fixed in stone and if you wish to change from a No to a Yes that is absolutely fine. Several parents were unsure and that is understandable too. Again you can let us know if you wish for your child to attend school.

A Breakfast Club (BC) will be available for Key Worker children only for a small charge. Please book in advance.

Apart from the key worker children attending Breakfast Club, and bus children arriving at 8.30am, we would ask you to follow the following timetable please:
Y6 children are to arrive at 8.30am or as near to (but no earlier please), coming to the front door please. Year 1 children and EYFS children should come to the playground at 8.45am and line up in their classes, keeping 2 metres from the child in front. There will be markings on the playground and teachers will be on the playground to help with this.

The class teachers will remind the children for the need to maintain correct social distances wherever possible. There will be no carpet time for Y1, and EYFS will be kept as far apart as possible for carpet time.

The children will be expected **to provide water bottles and a fruit for snack.**

The children will not be required to wear school uniform or masks. Good practice states that all children and adults should go straight home, shower and clothes should be washed every day to minimise the spread of the virus.

Morning play: 10:00 - 10:15 EYFS and Y1. 10:15 - 10:30 Y6 and Key Worker children.



The school will provide hot lunches as ordered. Please see the form attached which should be returned to us by 9am Monday 1st June. Pick and Mix will not be provided. The lunches will be in three stages - one MDSA per stage plus one to assist supervision. 12:00 EYFS children only. 12:15 Y1 children. 12:30 Y6 and Key Worker children. The lunchtimes will be supervised and children rotated to stagger the number of children outside at any one time.

PE will be taught twice a week, so all children will need a PE kit (suitable for outdoor activities) in school all week. There will be no lunchtime or after school sports clubs.

We will not be gathering together for **Collective Worship**, but class teachers will provide space and time for the children in the class. Class teachers are very aware that some children will require extra support to help them process their experience of the COVID-19 crisis and we will provide adult support on a one to one basis.

From 3:20 children can be collected. Parents and carers should socially distance from each other in the Parish Council car park whilst waiting for their child. Having collected your child, parents and carers will be advised not to wait around.

Educational Transport – if your child travels by bus please let us know if you would like them to be picked up and we will arrange this. We will ask the driver to ensure social distancing happens on the bus too.

Staff have face masks and plastic visors. There is hand gel in each classroom. The school has purchased a thermometer and all staff and children will be checked at the start of each day.

The class teachers are setting the classrooms to be more formal, one child per table, no tables touching, all of the children facing the front, adequate spacing between tables to allow movement.

Miss Leaman will be in Willow classroom with the key worker children. Depending on numbers, Miss Fairless will be in Lime Class with EYFS/Y1. At the present time we are only expecting a small number of Y1 children. If this increases, we will teach them in a separate classroom. Y6 (7 if all attend) will be taught by Mr Mills and myself in Birch Class.

I am pleased with the way in which we, as a whole school community, have risen to the challenges of this crisis and have shown great resilience. Please do not hesitate to contact me if you have any further concerns or questions.

Best wishes,
Trudie Harkin
Head Teacher

