

North Elmham CEVA Primary School
Stibbard All Saints CEVA Primary School
Flourish Federation



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Dear parents/carers

I hope this letter finds you all well and hopefully you have had an opportunity to enjoy a break with your families over the last few weeks.

We are looking forward to welcoming all the children back into school next Monday and getting back into the school routines. The staff are busy this week finalising their classroom preparations and planning the revised curriculum to take into account the fact that some children will not have been in their classrooms since March.

As I mentioned in my last letter in July, the classrooms will look different compared to March. We will be following the guidelines from the Department of Education and arranging the rooms for year 2 upwards in rows facing forwards rather than groups of desks. The teachers will then be able to teach from the front of the classrooms with the children facing them. Children in year 1 and Reception will have their classrooms arranged to suit the age of the children as they are not expected to sit at desks for all of their learning.

My last letter provided some essential information about returning to school but I would just like to remind you all of the procedures we will have in place from next Monday until further notice. These are:-

- We will not be staggering the start and finish times as we have bus and taxi transport to consider and many families have children of various ages. Children can be brought into school from 8.30 am at Stibbard and 8:45 am at North Elmham and should be taken to the back door of their classroom. (Reception children enter their outside space), Children will come into the classroom, put their coat on their chair, wash their hands and sit at their desks until school starts. Parents should not enter the building with their child/children – sadly this also applies to the parents of the new Reception children.
- The school buses will follow their usual routes and timetables. Pupils are encouraged to either sit with their siblings or with their year group classmates if they can, and they may wear a mask if they wish to.
- Children are not required to wear a mask in school, however, they may do so if they feel more comfortable wearing one. Staff are also not required to wear a mask but some may choose to do so if they have underlying health conditions or they feel they cannot maintain a suitable distance from others. Please explain this to your child so they are aware of the reasons.
- We are aware that some schools are allowing children to wear any easily washable clothes to school however, we would prefer children to wear their usual school uniform where

possible. We would encourage parents to endeavour to provide clean items for each day, but, if you do not have sufficient uniform items we are happy for children to wear other plain un-branded clothes until their uniform can be laundered.

- Please can we ask parents to keep a sensible distance from other families when bringing your child to the school and please do not remain standing near the classroom doors after your child has entered their room. At Stibbard front, please use the grass areas too to space out.
- If you wish to communicate with a member of staff, please do so quickly at the classroom door or contact the school office by telephone or email.
- We will provide all necessary pencils, pens etc. so please do not allow your child to bring these from home. Children may bring a bag for their lunch boxes/bags and reading books, and these will be kept on their chair with their coats to avoid others touching them. Children will not use the pegs in the corridors.
- We will quarantine school reading books for a period when they are brought back into school from home, so children will still be able to take books home.
- Whole classes will now become a “bubble” and we will keep these as consistent as we can, with bubbles not mixing in corridors, in the hall or outside. Each bubble will have their own break and lunch times. This means the whole school will not be eating in the school hall and collective worship will take place in the classrooms for the time being.
- PE will take place on each classes designated day; the teacher will advise the children of their specific day during the first week back. On this day we would like children to come into school wearing their outdoor PE kit and they will go home in this too. This will ensure no PE bags/clothing are left in the corridors.
- The school day will end at normal times and children should be collected from their external classroom door. Whilst waiting to collect your child/children please stand at a safe distance from others and use all available outdoor space.
- As the children will be eating their lunches in the classrooms for the time being it will not be possible for us to provide a hot meal service at the moment. We will be able to provide a packed lunch for those children entitled to a free school meal; this is all children in Reception, Year 1 and Year 2, and also those children in years 3, 4, 5 and 6 who qualify for a free school meal based upon their family’s circumstances. Each lunch will consist of a sandwich, drink, fruit and a biscuit/cake item. All other children should bring their lunch in a suitably named box or bag which will stay with them.
- The breakfast and after school clubs will commence next week as previously advised. If you wish to use these clubs and have not already booked places, please telephone the Nursery team on the above number or email – nursery@stibbardallsaints.com
- Attendance at school is now mandatory for all children so we expect to see all children returning next week. If your child is not able to attend school on a particular day due to illness, please contact the school office by 9.30 am to advise of the reason for absence. Our telephone system has been up-graded over the summer so absences can now be reported by telephoning the school office and selecting option 4 to leave a message. Please ensure you clearly state your child’s name, year group and the reason for absence. If the message is unclear, we may need to contact you to confirm the details or nature of their illness etc. If you suspect your child or anyone in your family has any symptoms of COVID-19 please do not come into school or bring your child/children into school; please advise us of the need to isolate so we can ensure this is recorded correctly for reporting purposes.

We have developed a Recovery Curriculum based upon recent research, which we will be following from next week with all children. This will focus on their experiences during the last 6 months and the various losses they have had to deal with. We will create opportunities for the children to work together and to socialise with one another, and to build their resilience for the future, whilst supporting their mental and physical wellbeing. We will also be reviewing their

learning from when they were last in school so we can understand what they can remember, where the gaps may be and what steps we need to take to move their learning forward over the coming year.

The current COVID situation seems to change frequently at the moment and we will continue to be guided by the Department for Education and Norfolk County Council. We will keep you advised of any changes to the guidelines and any changes we need to make within school as they occur. Please do not hesitate to contact us if you have any concerns or if we can help with anything.

Norfolk County Council has also funded a website called "Just One Norfolk" to provide information and support for children returning to school. The address is:

<https://www.justonenorfolk.nhs.uk/>

Whilst it has been a challenging and difficult time for many of you and your families let's hope we can now move forward and return to a "new normal".

Yours sincerely

A handwritten signature in black ink that reads "P Jones". The signature is written in a cursive style with a large initial 'P'.

Ms P Jones
Executive head teacher