

Thursday, 4th March 2021

Dear Parents / Carers

Returning to school on 8th March reminders

Outlined in this letter are some key reminders for the return to school on Monday. In essence, the systems we are using are the same as those in December before this latest lockdown; this letter reminds you of those routines.

Thanks to all of you for taking the time to respond to pupil and parent surveys about returning. The answers received were overwhelmingly positive about coming back with children and parents excited and feeling confident in the main. In some cases, there is a little anxiety, which is totally understandable after 11 weeks away from school! The feedback helped to shape our focus for supporting the transition from school to home this week and in the coming weeks.

Risk Assessment

The risk assessment has been updated each time we return to school. The latest version can be found on the school website. As a school, we want to get things right and when many eyes look at our practice it helps us to improve. In that spirit, we welcome any feedback you would like to give regarding the risk assessment itself and anything you observe: admin@kingsway.gloucs.sch.uk

Key reminders:

There are some elements that I would like to reinforce to keep us all safe:

- We still have a one-way system in place; please do follow this system unless you are accessing the nursery only
- Keep adults accessing the site to a minimum: one adult only should attend the site to drop off and collect children
- Please leave the site quickly and do not stand around the gates and entrances when you have left the school
- Please wear face coverings at all times when on the site unless you are exempt – then wear an exempt badge
- Please give each other space and be respectful: remember the 2m rule and that it is better to wait a moment than risk your and others' health
- Please use the floor markings as a guide to movement and distancing around school

- Please do not enter hatched areas outside classrooms (or wait in hatched areas that support traffic flow around school)
- Do not come into school unless absolutely necessary: communicate with us via email or phone rather than in person when you can
- Make sure your contact details are up to date and be ready to respond quickly if we call you to collect your child
- Your child should only bring essential items to school
- Your child should wear PE kit to school on PE days and school uniform at all other times (please let us know if you are having problems with your child wearing full school uniform)
- Stick closely to the staggered times for coming to school – don't be early or late (the times are attached to this letter as a reminder)
- Full attendance is expected: if your child is unwell and cannot attend, please inform the school in the usual way

Safe Covid practice

- Adults and pupils are encouraged not to touch their mouth, eyes and nose
- Adults and pupils encouraged to use a tissue to cough or sneeze and use bins for tissue waste ('catch it, bin it, kill it')
- We have increased ventilation in the school so it is sometimes a little cooler. Children are encouraged to wear jumpers to school to stay warm enough and additional clothes (such as vests) if they are feeling cold.

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Vital message:

Do not come to school if you are ill, are displaying symptoms or have been told to isolate. We support the NHS Track and Trace system and need everyone to help us stay safe and stay open. If in doubt, get a test.

Routines

- Breakfast Club and K Club will operate as normal
- No school trips or other clubs are taking place yet. We will keep you informed and will re-start these as soon as we are able.
- Assemblies will continue to be remote for the time being.
- Bubbles will operate in classes for the vast majority of the time. There are occasions (such as outdoor breaks and some small group activities) where bubbles will operate in year groups and phase groups.
- We are still offering cold packed lunches to children in KS1 and those on Income Based Free School meals. We are reviewing this and hope to have an update on hot meals shortly



Finally

As has been the case throughout, we are here to help you and do all we can to support your child's swift return to full educational provision. We know there is lots to catch up on as well as balancing everyone's need to reconnect and look after each other both mentally and physically. Our plans centre around a balanced, nurturing and educationally rich approach.

If there is anything you need to let us know, please contact your child's class teacher or our pastoral team on pastoralsupport@kingsway.gloucs.sch.uk

We cannot wait to see you all and getting back to a more 'normal' school experience.

Yours sincerely



Lee Pajak



KPS – entry and exit times: March re-opening

Year Group	Class	Entry window	Exit time
Nursery*		8:45- 9-15	3:15
Reception	Kingfisher	8:30 – 8:40	2:55
	Swan	8:30 – 8:40	2:55
Year 1	Mallard	8:40 – 8:50	3:10
	Coot	8:50 – 9:00	3:20
Year 2	Heron	8:40 – 8:50	3:10
	Grebe	8:30 – 8:40	3:00
Year 3	Merlin	8:30 – 8:40	3:00
	Hobby	8:40 – 8:50	3:10
Year 4	Hawk	8:40 – 8:50	3:10
	Osprey	8:50 – 9:00	3:20
Year 5	Kestrel	8:50 – 9:00	3:20
	Owl	8:30 – 8:40	3:00
Year 6	Eagle	8:40 – 8:50	3:10
	Peregrine	8:50 – 9:00	3:20
Sibling drop off		8:40 – 8:50	3:10
(For families with different start times)			

Protocol for morning drop off

- All adults to be wearing a face mask on the school site unless exempt
- Only one adult from each household should come onto site to collect children
- Gates will open at 8:30 until 9:05 and will be manned by members of staff
- Please enter via the main gates and leave via the KS2 playground exit following the one-way system
- Please arrive only within your allocated time so that the doors will be open ready for your child to go straight into class; this will help us reduce groups gathering in the playground areas
- Staff will be there to meet classes – please adhere to social distancing when passing on messages

End of the Day protocol

- Gates will be open at 2:55 until 3:35
- All children will wash their hands before leaving
- Parents to wait at 2m distance from classroom – please arrive at the allocated time to avoid groups congregating on the playground
- Handover by 1 member of staff only who will dismiss one child at a time.



