



Explore, Learn and Grow Together

Brewery Road  
Wooler  
Northumberland  
NE71 6QF

Thursday 4<sup>th</sup> June 2020

Dear Parents/Carers

I am writing to share with you the final details of our reopening plan for Monday 8<sup>th</sup> June. This week we have been working hard to finalise the procedures needed, modify classrooms for social distancing and undertake the essential staff training in our new COVID-19 secure procedures. As this letter is going out to all parents and carers it is important to note that there is still much uncertainty regarding the wider opening of schools and we have no special insight into what this might look like over the coming weeks. While we start to reopen to the nationally prioritised year groups, we are also maintaining the resources and learning activities on our school websites (HOME LEARNING tab). Teachers will also continue to respond to children's posts in Seesaw but when they are doing this may change depending on teacher deployment into our 'bubbles' here in school. As before if you need any additional support, guidance, printed work packs etc. please let your child's teacher know through their work email or by leaving a message on the office answer machine.

As a reminder below, I have noted the key elements of how we plan to reopen our schools to children in Reception, Year 1 and Year 6 on Monday 8<sup>th</sup> June. Nursery will not be reopened at this time but we are actively planning for how this can be safely achieved in the coming weeks.

#### **Wooler & Glendale specific routines and procedures**

- **The provision for Reception, Year 1 and Year 6 will be over 4 days per week, Mondays to Thursdays from 9am to 3pm** to allow teachers preparation time for the distance learning offer and deep cleaning on a Friday, which allows 72 hours of non-use period between one week and the next.
- Provision for critical workers who cannot keep their children at home and for vulnerable children will continue to be provided on weekdays using the nursery setting.
- The school provision will be a modified version and not the typical school routine, groupings, class arrangements or curriculum content but teachers will be teaching lessons.
- **Parents and carers must inform us of their attendance requirements by phone or email by 12noon on the Monday of the week before it is wanted. Children will not be accepted on the day without warning.**
- If we do not have the capacity to safely accommodate your child under the current regulations and guidance then they will not be accepted into school.
- Parents and carers must comply with the drop off and collection arrangements in place at school (see page 4).
- Parental vehicles will not be permitted to come into the school car park to drop off or collect children as this will compromise the safety of our social distancing one-way systems. Children and parents must walk or cycle to school where possible. If cars must be used parents must park well away from the school and observe social distancing rules to walk to the school.
- Bubble groups will have exclusive use of a classroom, a designated outside space and toilet block. There will be no face-to-face interaction between staff and children in different bubbles. We will have routines in place for frequent hand-washing and cleaning during the school day in each bubble. First Aid will also be managed by bubble staff.
- Children must come to school with sun protection applied on hot days. We have purchased sunscreen for each bubble and staff will supervise our younger children to apply this as needed. Yr6 can manage this themselves.
- **Any** symptoms of illness at home must be notified to the school and your child must not attend.
- Any symptoms that arise during the school day will lead to a child being isolated and a parent collecting them from site as soon as possible. Isolation will be outside if at all possible supervised by a member of staff. If isolation has to be inside school staff must wear PPE as described in Public Health England documentation.
- Children should wear clean clothing every day (preferably their school uniform) and bring layers suitable for weather conditions so that we can take learning outside whenever possible.

- Children in Reception, Year 1 and those eligible for Free School Meals will be provided with a packed lunch by school – this is free as normal, the children will be able to choose their fillings daily. Children in other year groups will be able to purchase a packed lunch from school in the usual manner or will be allowed to bring a healthy packed lunch to school. Lunches will be eaten in bubble groups. This will be outside in designated play areas whenever possible or in their classrooms if it is wet.
- Children must not bring toys or equipment from home – at Wooler First School water bottles will be kept in school and washed daily. At Glendale Middle our Year 6 children will be expected to take responsibility for their water bottles bringing them into school and taking them home again each day. Water will be available to children throughout the day.
- Reading books will be distributed but will be kept separate in a drop-off box in the classroom on return. After 72 hours they can be put back into circulation.
- Soft furnishings, soft toys and dressing up clothes have been removed so that surfaces are easier to clean.
- A minimum of two staff have been initially allocated to each bubble group. This may change as numbers of children in school change and more groups become necessary. Teaching assistants may also lead bubble groups under the direction of a teacher.
- Your child will not necessarily be with their usual teacher but staff will not move between bubble groups during the week.
- Staff in each bubble will have suitable cleaning materials to ensure regular ongoing cleaning of surfaces as well as before and after the school day. Our facilities team are following specific cleaning guidance for the circumstances.

#### **Initial Bubble Group Staffing arrangements:**

**Key worker Bubble** – Our Early Years team will continue to be with our key worker group with Miss Bullen and Mrs Humphreys who will also be working with school age children for their lessons in this group.

**Reception Bubble** – Miss Matthews and Mrs Cockroft.

**Year 1 Bubble** – Mr Tait and Mrs Tait.

**Year 6 Bubble 1** – Mr Pickup, Ms Morris and Mrs Simpson

**Year 6 Bubble 2** – Miss Milburn, Miss Hall, Mrs Harrison and Mrs Brown.

Our bubble arrangements will allow for further children to join the groups in the coming weeks but if & when pupil numbers increase we will then open new bubbles and staffing will be reviewed as needed. Our cohort bubbles will initially operate completely separately from each other in the following rooms:

- **Key worker/vulnerable.** Nursery setting with space modified to accommodate age range across the early years and primary/middle year groups and outside area to the rear of the nursery. They will have exclusive use of the nursery toilets.
- **Reception.** Oak classroom and outside play area between Oak and nursery settings. They will have exclusive use of the classroom toilets.
- **Year 1.** Cherry classroom and the front playground outside area. They will have exclusive use of the 'girls' toilets.
- **Yr6 Gp.1.** Room 6 plus rear playground/field on weekly rotation with Gp.2. They will have exclusive use of the 'boys' toilets.
- **Yr6 Gp.2.** Room 8 plus rear playground/field on weekly rotation with Gp.1. They will have exclusive use of the gym toilets.

**School Transport** – County Council transport providers should by now have written to parents of children in the prioritised year groups (Reception, Year 1 and Year 6) informing them of the arrangements for school transport. Staff will meet children arriving on school transport and ensure that they are safely on the correct transport home again.

**Parents are responsible for communicating their transport needs directly to the named providers.**

Below are a few photographs taken yesterday in the Nursery, Reception, Year 1 and Year 6 to show you how the classrooms will look when children start to return next week. We have endeavoured to keep the learning spaces as normal as possible while following the guidance from the government and have purposefully not gone for the very stark approach that you may have seen in pictures in the media from some schools as we feel strongly that the learning environment must be welcoming and not scary for the children. We do not want our schools to look like they have been burgled or become a crime scene!!!



Reception



Year 1



Key Worker



Year 6



We have also been looking at our options for the residential visits that have been moved/planned for this term (Year 3/4 to Robinwood and Yr7/8 to Dalguise). This is proving complicated but we hope to have further information over the next week to share regarding these trips. A lot will depend on if schools are allowed to undertake visits later this term (at the moment we are not allowed) and how the companies concerned and the Local Authority insurance schemes respond. We are also looking at how transition arrangements can be implemented for children starting at Little Acorns Nursery, coming into Reception at Wooler First School, Year 4 children moving to Glendale and our older children moving on from Glendale this summer. Again lots of uncertainty but our plans are developing and we will ensure that we do all that we can to make these transitions as smooth and successful as we can. Annual pupil reports are also nearing completion and will be sent home later this term.

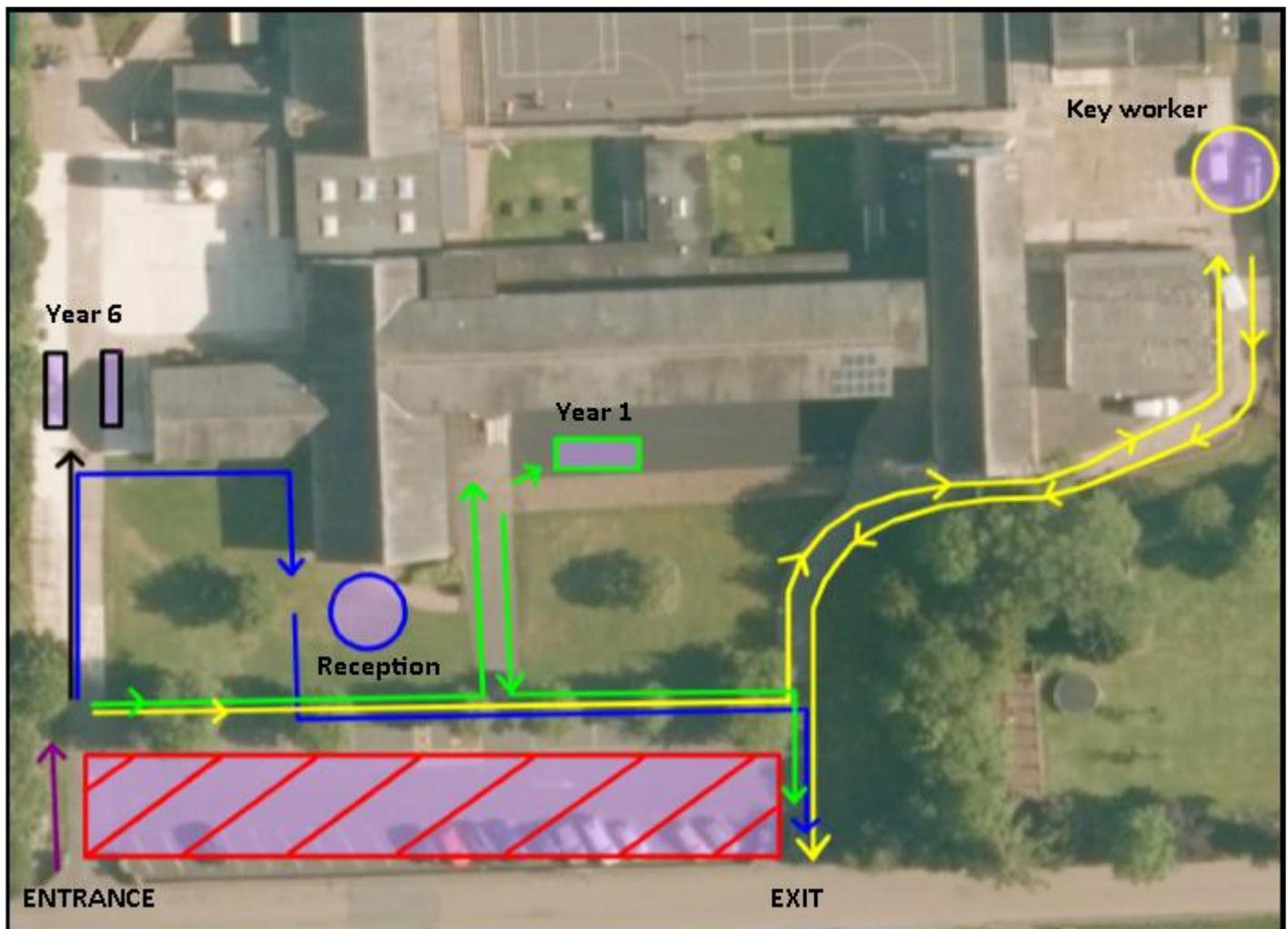
Thank you again for your continued support, understanding, patience and cooperation during these challenging times. I appreciate there is again a lot of information in this letter but we need to ensure that everyone clearly understands how we will be operating to ensure that children and staff are safe and happy. We are all really looking forward to welcoming the children back into school after this long period of closure – it has not been the same without them!

Keep safe

M.Deane-Hall

Executive Headteacher

## Drop off and collection arrangements



- A clear one-way system has been devised and marked out on the roads and paths to the front of school. Everyone must observe the 2m social distancing rule at all times.
- Children will be expected to arrive between 8.50am and 9.00am where bubble group staff will be waiting to welcome children in their designated arrival/collection zones.
- Only one parent/carer will be permitted onto the school site and they will be required to follow the marked one-way systems and waiting zones/arrangements when dropping off and collecting children. Waiting areas will be clearly marked with 2m markers (painted footprints on paths and bollard markers on the grass for Reception).
- Parents/carers must depart from the site as quickly as possible after dropping off/collecting their child/children.
- No parental vehicles will be permitted into the school grounds with the exception of those children/parents with identified additional needs.
- **Key worker bubble** will access the nursery setting around the side access road on the right of the school buildings - **Yellow route on the map**
- **Reception bubble** will congregate in the marked zone on the grass outside the hall emergency exit doors - **Blue route on the map.**
- **Year 1 bubble** will access the front playground using the gate adjacent to the school main entrance - **Green route on the map.**
- **Year 6** will congregate in their separate bubble groups each side of the road to the staff car park to the left of the school buildings next to the school kitchen - **Black route on the map.**
- Parents/Carers need to arrive promptly to collect their child/children at 3pm observing the social distancing and the one-way system.

**Mr Tong, Miss Symons and I will oversee these arrangements to ensure that they work as intended.**