



ROWLATTS MEAD

PRIMARY ACADEMY

Rowlatts Mead Primary Academy
 Balderstone Close | Leicester | LE5 4ES
 t. 0116 276 8812
 e. office@rowlatts-tmet.uk
 w. www.rowlatts-tmet.uk
Principal: Ms J Virk

Monday 24th August 2020

Dear parents/carers

We are delighted to be welcoming children back for the new academic year in September. The whole school community are excited to see our children return to school in order to receive the education, social interactions and support they deserve and need. In order to do this, we have and will be putting into place new measures and have made a few changes so that we can do this in the safest possible way.

To help prepare children for new routines, we will be following the timetable below. All classes will then return full-time from 7th September.

Monday 24 th August	Tuesday 25 th August	Wednesday 26 th August	Thursday 27 th August	Friday 28 th August
TEACHER INSET DAY	TEACHER INSET DAY	School closure days – focusing around making the school COVID secure, reviewing risk assessments, inducting staff to new models of working following updated guidance.		
Monday 31 st August (Bank Holiday closure)	Tuesday 1 st September 6 children	Wednesday 2 nd September 6 children	Thursday 3 rd September 6 children	Friday 4 th September 6 children
Partial opening week to allow time for transition activities and assessment in smaller groups. Classes will be invited into the school at different points in the week to spend time with their teacher before all classes return; at this stage, it is likely to be that each child will return for 2 day this week. This will be confirmed and communicated closer to the new term once further guidance is received.				
Monday 7 th September				
All classes back				

Teachers will confirm which group your child is in this week and which day to attend from 1st to 4th September. The timings are:

School Timings for Tuesday 1st to Friday 4th September: One day offer

Year group	Start time	Home time
F1	9.00am – 12pm	----
F2	9.00am – 12pm	----
Y1 – Y6	9.00am	3pm

We will be opening to fully for all children on Monday 7th September.

Year group	Drop off time	Registration time	Home time
F1	8.55am	9.00am	12.00pm
F2	9.05am	9.10am	3.10pm
Y1	8.55am	9.00am	3.00pm
Y2	8.40am	8.45am	2.45am
Y3	8.55am	9.00am	3.00pm
Y4	8.40am	8.45am	2.45am
Y5	8.55am	9.00am	3.00pm
Y6	8.40am	8.45am	2.45am

We ask families to drop of their children 5 minutes before the agreed time and continue to walk down the drive and out of the school grounds. If you have 2 or more children to drop off there may well be await and we ask for you wat outside the school driveway to minimise congestion. Children will be delivered at the end of the school day at the allocated time by staff members. Again we would be very grateful if you do not congregate on the drive way, as this will reduce the spread of infection.

Lunchtimes

During the initial reopening in the first Autumn half-term (up to the October half-term), hot meals **will not** be available to minimise movement and establish safe routines with the children. As such, all children **will need to bring a packed lunch**. For those children entitled to FSM and UIFSM (Reception to Year 2), a packed lunch will be provided via the school kitchen though parents can send their own if they wish. If parents would like to purchase a packed lunch, this will be done in the same way as our usual dinner registers in the mornings. Most children will eat in their classrooms to minimise movement around the school and use of communal areas.

Uniform

To keep children safer, they will need a change of clothes each day. I know that many of you will not have 5 school uniforms, therefore for a temporary period, we will suspend our uniform. Instead, we request that your children come into school in loose fitting clothes like jogging bottoms, tee-shirts, etc. We respectfully request no labels, slogans, football kits etc. and please keep in mind that the practicality of clothing is important, not the look. **No PE kit** will be required because they can take part in the clothes they will now be wearing to school. I will review this decision, in-line with national guidance, once the October half-term is upon us.

We have thoroughly considered all the recent government documents and advice on schools reopening and carefully thought through a plan which complies with this new guidance.

Taking the above into account, the following principles will be followed:

Provisions made in school:

- Children will remain with their class group throughout the day; minimising contact with other year groups
- Staff have been allocated to meet the needs of individuals both educationally and pastorally.
- Should the school need to close, due to low staffing levels, you will be informed via WEDUC, Twitter and our website.
- If there is wet weather, the children will remain in their classrooms
- Break times and lunchtimes have been staggered so that there are less children outside at a time. Each year group has been allocated a designated area of the grounds to support this.
- Assemblies will continue to take place in a virtually and will be seamed into class.
- All staff have received training and have been briefed in order to ensure they understand and can enforce the new routines and explain these to the children
- Time has been allocated to focus upon PSHE (mental health and wellbeing) in which children will have time to understand more about their feelings and develop mechanisms to cope with these.
- In younger year groups where Teaching Assistants work closely with children and for children who require additional support due to their Special Educational Needs, careful consideration has been given to children's support.
- The furniture in classrooms has been reconfigured to promote distancing as much as possible in line with new government expectations.
- Corridors and stairwells have been designated accordingly to promote safe movement and travel
- Children will be provided with a stationery pack. Labels will be provided to place names on key pieces of equipment so they know what they should use. Where equipment is handled by someone else, the disinfectant solution provided will be used to wipe down the equipment accordingly.
- Children will be encouraged to wash or sanitize their hands regularly including when entering the classroom and continue to follow the "catch it, bin it, kill it" approach to coughs and sneezes as promoted. Sanitising units have been installed in every classroom.
- Rooms will be thoroughly cleaned at the end of the day and cleaners have been arranged to be on site throughout the day to clean communal areas, toilets and classes during break times.

Parental obligations:

- If your child is not exhibiting symptoms and doesn't need to self-isolate they must attend school daily
- If your child falls ill during the day and develops symptoms, they will be immediately brought to the main reception and you will be called to come and collect your child
- Parents must drop children off at at the start times highlighted to stop parents congregating and allow for free movement. Parents must adhere to the one way system and parents must follow social distancing guidance.
- You must follow social distancing rules for adults (Please ensure that there is only 1 adult accompanying/collecting your child)
- If you wish your child to have a packed lunch from home this must be brought to school with your child at the start of the day and must be kept in a plastic container or bag which can be wiped down. Packed lunches will not be accepted into school during the day to minimise contact.
- Please provide your child with a clearly labelled water bottle as water fountains around the site have been turned off for use at break and lunchtime. Water will be available to refill bottles in classrooms

- Parents will not be able to enter the school building without an appointment. If you need to speak with a member of staff in the morning, please be sure to follow social distancing instructions.

The health and wellbeing of our children remains our number one priority.

I hope the information above answers many of your questions; however, if you have any further queries please do not hesitate to contact us.

I look forward to welcoming your children back to school in the new academic year.

This information will be shared again prior to schools reopening in September and can be found on WEDUC and our website.

Yours faithfully

Ms Jay Virk
Principal