



August 2020

Dear parents and carers,

We all hope that you and your families are well, keeping safe and making the most of the summer holiday. We are writing to provide you with an update on how we intend to welcome all our children back on Wednesday 2nd September 2020.

The Moorlands Primary Federation and the Valley Team have studied the guidance and drawn-up plans as to how we can operate our school whilst keeping all children, yourselves and staff as safe as possible.

Attendance

As you will be aware, from September 2020 all children are required to attend school. If your child is unable to attend due to illness, you must contact the school office before 9.30am on the day of absence.

Uniform

When we re-open the children WILL be required to wear full school uniform, as usual.. Please ensure all uniform is clearly labelled.

The children will also need to bring their PE kits into school, some classes will have PE from Thursday of the first week back. Again please ensure all kit is clearly labelled.

Grouping of our children

To ensure we adhere to the social distancing requirements, each class will be 'a bubble'. This means the children will stay with their class bubble throughout the school day including lunch times and break times.

Class One – Nursery, Reception & Year 1

Class Two – Year 2 & 3

Class Three – Year 4, 5 & 6

The Valley Primary School

School Drive, Oakamoor, Staffordshire. ST10 3DQ. Tel: 01538 702355. e-mail: office@valley.staffs.sch.uk



Drop off and collection

To reduce the number of people on the school grounds at any given time, we will operate in the following manner.

Arrival in the morning – You can drop your children off as normal between **8.45-9.10am** – we ask that where possible (particularly the older children) you drop your children at the gate, this will reduce the number of adults on the playground. A member of staff will be on the playground to greet all children. The office will be open should you need to speak to Mrs Button but we ask only one person waits in the reception area at any given time.

At the end of the day – we will operate the following system:

Class	Time	Collection Point
Class 1	3.20pm	Front Playground (children will wait inside to be called)
Class 2	3.25pm	Front Playground (children will wait in the early years area)
Class 3	3.30pm	Back Playground (children will wait in the hall)

We ask that parents/carers avoid congregating on the playground and around the gates.

We also ask that you are considerate of the local residents and the safety of all our children when parking. Please avoid parking and turning directly in front of the school gates.



Breaks

During the day, pupils will undertake different break and lunch times, this will be conducted in their class bubbles.

Toilets/person care

Girls and boy's toilets will be in operation, with a strict two children in the area at any given time. Handwashing facilities are available, children will be constantly reminded to flush toilets and wash their hands using the antibacterial soap (which is child safe). Early years staff will support the children in Class One as necessary. The toilet area will be cleaned regularly. Please note if staff are required to support your child with personal care they will wear full PPE whilst doing so.

Food and drink

Children are able to have the option of having a school lunch or bringing their own packed lunch in a clearly named lunch box. Please ensure packed lunches are healthy and include a drink.

Children are able to purchase a morning snack from the kitchen. The children will order and pay for these in their classes on arrival in the morning, no money will enter the kitchen area. The children are able to bring their own healthy snack i.e. piece of fruit or cereal bar if they wish (no crisps or chocolate please).

Please avoid sending foods containing nuts as we have children with allergies in school.

All children are required to bring a clearly labelled water bottle to school each day. The children will be able to refill them if required during the day. These need to be taken home to wash at the end of each day.

Equipment

In each class, every pupil will have their own learning resources in their respective classroom. Movement around the school will be limited and supervised to maintain the safety of your children. Hygiene will be a high-priority with children regularly reminded to wash their hands. We also have hand sanitizer which we will also encourage the children



to use. If you do not wish your child to use hand sanitizer, or you believe they may have an allergic reaction, please let us know as soon as possible.

Each classroom has been redesigned to support and maintain the safety of your children and for easy cleaning. I pads and computers will be cleaned with an antibacterial cleaner before being used by another child.

It may be a little while before we start to send diaries and reading books home; this will change as the guidance changes. The children will continue on our reading scheme when in school, we recommend they continue to read a wide range of materials at home.

We do ask the children do not bring any other items into school at this time.

Communications

As much as possible we will continue to send all correspondence via email rather than paper copies. Please ensure you inform the school office if you change your email. If you require a paper copy of letters, please contact the school office.

It may not always be possible for you to speak directly with your child's class teacher for example when dropping off in the morning. If you need to speak to staff, there are a number of options available to you; leave a message with the member of staff on duty, telephone, email or a note, the appropriate member of staff will then respond at a convenient time.

The class email addresses will remain active and go directly to the class teacher.

Just a gentle reminder if you have a query about your child or a school related issue it needs to be dealt with in the following manner.

1. Contact your child's class teacher either directly (email, note, etc) or via the school office
2. Contact with the School Leader (Miss Ainsworth)
3. Contact with the Executive Principal (Mr Eccles)

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Office

The office will be open every day with the exception of Tuesday and Thursday afternoon's (after 1pm). We ask you to follow a one person in the foyer at a time please. The glass window will be kept closed, we have tested to ensure both parties can hear clearly.

Before and After school care

We will be running the breakfast club as normal from 8am until 8.45pm each morning. If you could let us know the day before if your child will be attending this helps in planning staffing and catering.

We will also offer after school care until 4.30pm. Initially this will be care, however as the term progresses we hope to get our normal after school programme up and running and our external providers back in school. It is vital that your child is booked into the after school provision via the school office by the start of the school day at the latest.

Other events

For the time being we will not be holding whole school assemblies or Celebration assemblies, we will find alternative ways to celebrate the children's achievements. Nor will we be holding PTFA meetings until later in the term.

We will do everything in our power to ensure that your child's return to school will be a happy and enjoyable experience, whilst we endeavor to maintain their safety.

Should you or a member of your immediate family display any COVID-19 symptoms, please KEEP YOUR CHILD AT HOME until the results of a test are received.

Any changes will be immediately communicated to you, in the meantime, if you have any questions, please do not hesitate to contact us.

Best wishes

The Valley team