



Gorsewood Primary School

Gorsewood Road, Murdishaw, Runcorn, Cheshire WA7 6ES

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Headteacher: Mrs J Gregg

26th August 2020

Dear Parents/Carers

School Reopening Thursday 3rd September – Arrangements (Y1-Y6)

I hope that you are all well and have adjusted to the “new normal”. I am delighted to finally be able to write this letter and remind you of the arrangements for the safe return of all our children on **Thursday 3rd September**.

Each year group will be in their own “bubble” with the same staff to reduce the risk of infection. School will be split into 3 zones and only certain year group bubbles will be in those zones. We will stagger playtimes, dinner times, drop off and pick up times to reduce the numbers in any one area. Please see below for specific details.

Zone/Bubble Information

	Y1 Bubble = Zone 1	Y2, Y3 & Y4 Bubbles = Zone 2	Y5 & Y6 = Zone 3
Drop Off Time	9.05am – 9.15am Y1 = Playground Gate	8.50am – 9.05am Y2 = Playground Gate Y3 = Playground Gate Y4 = Playground Gate	8.40am – 8.50am Y5 = Playground Gate Y6 = Playground Gate
Please note no parents on the playground during the morning drop off. Staff will escort children from the gate.			
Pick Up Time	3.05pm	2.55pm (If home alone via front office)	2.45pm (If home alone via front office)
Siblings	Siblings will arrive and be collected at the same time		
Home Time	One way system in place. Parents enter through playground gate and leave playground through external door A and then leave school through front door or hall door		
Drop & Go	Children dropped off by car in the Drop & Go area to come through the front office entrance at their designated time.		

Breakfast Club

It is necessary for us to limit the numbers of children using Breakfast Club. **We will therefore only offer Breakfast Club for key worker children only** from 7.45am. All other children will be offered breakfast in classrooms from their arrival.

Cleaning

There will be a cleaner on site from mid-morning. She will clean surfaces, toilets and door handles etc. throughout the day. Electronic devices are cleaned at the end of the day and any equipment used by pupils is also cleaned. Cleaning wipes will be in all classrooms, so staff can ensure main contact points (door handles, switches, tables, chairs etc.) are wiped regularly. Outdoor equipment i.e. go-karts must have contact points wiped clean before being put away.

Pupils

- Same workplace with own stationery pack (pencils, rulers, scissors etc.) provided by school
- Desks where possible will be forward facing
- Class resources (maths, science equipment) can be shared within the bubble but must be cleaned regularly
- Social distancing encouraged, however, it is acknowledged this will be difficult for younger pupils (zone 1&2)
- One way system to be used

- Reading books to be wiped before being returned to shelves
- Physical contact games not allowed
- No unnecessary movement around school by pupils.
- Limited items to be brought in from home: packed lunches, water bottles, which must be named, coats, book bags and PE kits. All to be taken home at the end of every day.
- Home reading is allowed and books should be sent home, it must be wiped before being returned to the boxes. Staff to use gloves to do this.
- Toilet use to be monitored to avoid bubble mixing.
- Free breakfast will be provided in classrooms

Handwashing

Everybody on site to practice regular handwashing

Hands washed:

- On arrival at school
- Before and after eating
- After using toilet
- After being outside
- After being in a different area of school
- Before moving to a different area

Hand sanitising stations in every zone.

Movement Through School

- There is a strict one-way system in place
- Side external doors must be used to move to the front of school, hall etc. Arrows will be on the floor and must be followed to avoid bubbles meetings. Movement through school to be minimised and children not to be sent on messages
- Walkie talkies will be in use to ensure effective communication
- Limited movement by all

Parents/Carers

- All children to be picked up and dropped off by one adult (we understand children under school age may be with adults)
- All adults waiting need to exercise social distancing, standing 2m apart as indicated by markings at the front of school and signage in the playground
- Parents will not be allowed in school unless by prior arrangement
- Parents to contact school via phone call/email, but can speak directly to Office Manager if needed between 10.00am and 2.00pm)

On our return to school our main focus will be supporting our children's health and wellbeing. We anticipate many will be anxious and uncertain. We will make every effort to ensure their return is as smooth and safe as possible.

Please ensure you are signed into the School Gateway so you can receive update messages.

If you have any questions or concerns please feel free to contact me.

I look forward to seeing all our children at school on Thursday 3rd September.

Yours sincerely

J. E. Gregg

Mrs J Gregg
Headteacher

