

Wednesday, 15th July 2020

Dear Parents / Carers

We are now in a position to share with you the detail around fully opening to all pupils in September.

As a school we are required to complete a full risk assessment to reflect the government guidance for full opening. We have done this and shared it with all staff, governors and teaching unions.

For your information please find attached;

- **The full Redwell Risk Assessment** - please take the time to read this, particularly the sections on face coverings, hand cleaning, social distancing and testing
- **Full opening timetable September 2020** – this shows you your child's class bubble timetable, playground allocation on wet and dry days and the fire evacuation procedures. Please note;
 - All classes will eat in their classrooms at lunchtime and then go out to play. We have asked for Fresh Start to only provide a cold lunch offer for the first half term while we are having to eat in the classrooms, we will review this in October.
 - Outside play zones will be marked out with cones.
 - We are aware there will be many families with more than 1 child and class times may vary, staff will be ready to take these children into class from 8:50am so that siblings can be dropped off in one drop off if required. This option is only available for siblings, to maintain staggered drop offs across the school.
 - At the end of the day you will not be able to collect children early, so to make it easier we will enable siblings to stay in the class until the latest siblings' collection time. This option is only available for siblings, to maintain staggered pick up across the school.
 - All parents must be prompt at dropping off and collecting children and then clearing the site. Please do not arrive more than 5 minutes before your allocated time to avoid unnecessary queuing or waiting.
 - Class timing are non-negotiable, to follow government guidance we must take all steps possible to stagger the start and ends of the day. With 630 pupils and families on site we are relying on all of you to assist us with this. We will not limit the numbers of people dropping off, so at this point more than 1 person can drop off and collect, however we will review this in the autumn term, if this causes problems as we may have to limit to one person per drop off and collection.
- **School Plans (Maps)** – you have;
 - Class names and locations – please talk with your child about the location of their classroom. All entry by external doors. Woodsock class will hopefully have their own external door by the front entrance of the school by September, if this is not the case, they will enter through the sports hall entrance.
 - Parents / carers must not enter the school building, with the exception of the front office foyer (maintaining social distancing) and unless they have an appointment.
 - In and out access to school from September – note we will be opening the rear gate to allow for increased numbers on site and ease of access. There is still a one way system in place once in the site that should be followed. This has worked well since we opened more widely in June, so

please be respectful and follow the signs and do not walk out of entrances or into exits, these will be clearly labelled.

- There will be arrows on the walls and the ground marking out the routes once you are on the site.

- **Information posters** that are displayed around school to share with your children including;
 - Test and trace
 - Catch it, bin it, kill it
 - Handwashing
 - Flowchart for a person with symptoms

Staff have been very busy getting the school ready, you will have received an email from the year group lead for your child's new year group, outlining their topics for next year and a holiday project. We are very keen to keep families engaged in their child's learning so please spend time together researching and learning about the new topics.

We are ready and confident that we can welcome back all pupils as safely as possible in September. We look forward to seeing you all after the summer holiday, in the meantime stay safe and be kind to one another.

Yours Faithfully,



Anne Ansell

Head Teacher