



# THE PEGASUS ACADEMY TRUST



WHITEHORSE MANOR  
INFANT SCHOOL



ECCLESBOURNE  
PRIMARY SCHOOL



WHITEHORSE MANOR  
JUNIOR SCHOOL



BEULAH INFANT &  
NURSERY SCHOOL



CYPRESS  
PRIMARY SCHOOL

Executive Headteachers:  
Mr M J Roberts & Ms L D Sampson  
Head of School: Mrs D Butler

Monday 1st June 2020

Dear parents and carers,

As you are hopefully aware, your child is in one of the year groups selected for return to school from Monday 8th of June 2020. For more information about the process that went in to selecting the year groups chosen for return and the risk assessment conducted prior to opening, please visit

<https://www.pegasusacademytrust.org/news/parents/pat-plans-for-restarting-school-provision-from-june-1st>

This letter aims to explain the arrangements that will be in school and the new guidance that everyone will have to follow to make sure that everyone in school can remain safe. It is important to note that the reopening of schools is subject to the government's 'five key conditions' being met. Updated guidance from the Government, PHE and other scientific advisers is being published daily and may cause us to review plans between now and 8th June. Any new cases of Covid-19 amongst our children/students and staff may also impact our ability to reopen the school. Therefore, it is important to understand that the plans set out in this letter may be subject to change.

There are also some key aspects of school reopening which I want to bring to your attention so that you can make an informed decision about your child returning to school:

- Whilst we will take all measures possible to ensure social distancing, it must be acknowledged that we will not be able to guarantee social distancing at all times
- Children will be working in groups of no more than 15 children in all cases, and children will ideally be divided into smaller groups. Children will always remain in these small groups. These groups will be fixed for the whole period and groups, even those in the same year group, will not mix at any time including lunch and breaks
- The staffing of these groups will be as consistent as possible with the same adults working with the group unless staff absence makes this impossible
- Your child may not be with their usual teacher or teaching assistant in their current classroom. This is because we want to spread children out into smaller groups, if possible, for parts of the day
- Classroom layout will be different to support social distancing, with set desks
- Curriculum will be different as paired and group work will not be possible
- Children may see staff wearing Personal Protective Equipment (PPE) where this is required to deal with medical or sickness situations
- The use of education resources will be greatly restricted and this will need to be cleaned more regularly

- Finally, I would like to clarify that the government has stated that there will be no penalties for parents and carers should they decide to keep their children at home.

We will be having staggered start and collection times to support social distancing. The only entrance that we will be using is the main Infant school entrance - do not use the junior entrance! Please ensure you stick to these times for the safety of our school community.

**All children** must be dropped at the **Infant's school entrance in Furze Road** – parents will not come onto the premises. Staff will be at the gate to greet the children and lead them into their classroom.

Each class has been divided into two 'bubbles' – A and B. These bubbles will also be divided into two groups. You should already have received a text telling you which group your child is in. Bubble A children will attend Monday and Tuesday and Bubble B children will attend Thursday and Friday. Each Wednesday the school is closed for deep cleaning.

Purple Class children will be need to be dropped at the school gate at 8:45am and collected from the field behind the rear classroom doors at 3.00pm. Please line up in the marked area and wait for the member of staff to hand over your child.

The children will be based in Purple and Yellow classrooms.

Green Class children will be need to be dropped at the school gate at 9.00am and collected from the field behind the rear classroom doors at 3.15pm. Please line up in the marked area and wait for the member of staff to hand over your child.

The children will be based in Green and Orange classrooms.

Staff will be available on the field to support parents/carers and ensure social distancing is adhered to.

From the week commencing 8th June, school will be closed to all children on Wednesdays to allow for deep cleaning and for staff to have their entitlement of planning, preparation and assessment time so that we can maintain our current online learning offer.

Children in Year 1 who have returned to school will be expected to attend on their allocated days and parents should phone into the office as usual if a child is going to be absent.

If you have decided that you do not want to send your child back on the planned re-opening day, but then decide later on in the term that you would like your child to come back to school, you will need to phone the office to arrange this and confirm a place. It is not possible for you to just turn up on the day without arranging in advance.

If your child has a medical condition, which deems them to be clinically extremely vulnerable, or if another member of your household is extremely critically vulnerable, then your child should remain at home and not return to school.

If your child has a medical condition, which deems them to be clinically vulnerable, then parents should follow medical advice if their child is in this category regarding returning to school.

Children who have a new continuous cough, a high temperature or a loss of, or change in their normal sense of taste or smell, should not come to school and should isolate at home for 7 days. If anyone in the house also displays these symptoms, the family needs to isolate for 14 days and the child cannot come to school.

We will continue to offer provision for our key worker families and for our vulnerable children in all year groups at **Whitehorse Infants**. The children currently in this group who are in Year 1 will be integrated into the returning year groups unless you wish your child to remain in the Key Worker provision. To prevent cross contamination between groups of children, you cannot switch between your group provision and key worker provision.

At the end of the day, we ask parents to queue wait on the field behind the year one classrooms (please ensure safe distancing is kept at all times) on the marked lines at the appropriate door and children will be dismissed by staff. Parents and children must then leave immediately through the rear Junior gate leading on to Beulah Road. Please walk or cycle where possible and avoid public transport. Bikes and scooters can no longer be left on site during the day, due to the possibility of cross contamination and it is impossible to maintain social distancing at this location.

In order to ensure that the school site is as safe as possible for all please do not congregate and maintain a 2 metre distance from others at all times. This includes whilst waiting for your child at the end of the day. Please also ensure that you adhere to social distancing measures outside of school for the safety of our school community.

We are not permitting parents to enter the school building. If you need to speak to the school office, please do this via phone or [binfadmin@pegasusacademytrust.org](mailto:binfadmin@pegasusacademytrust.org). If you need to speak to your child's class teacher, please do this through the office by phone call or email and the class teacher will contact you at an appropriate time. Lunch and break times will be staggered. School lunches will be delivered to classrooms in disposable containers and if your child has a packed lunch please send their packed lunch in a disposable bag.

Children will be required to wear their school uniform and, following government guidelines, the uniform will need to be washed daily to avoid spreading germs. It is also recommended that children and staff who have been in school should remove clothes and wash them as soon as they get home and shower and wash their hair to keep the household safe from germs. All long hair must be tied up and no jewellery is to be worn by children.

We are asking children to limit the items they bring to school to only a coat and lunch bag if necessary. No school bags or pencil cases will be permitted in school. Individual resource packs will be provided for each child and for their individual use.

We will be sharing new school rules with the children once they are in school and we ask that you remind your children of the need to maintain social distance and follow the rules set out so that everyone can be safe. When in the school buildings, movement around the school will be limited. The adults allocated to each group of children will be regularly cleaning touchpoints throughout the day in their room. The school will be more thoroughly cleaned at the end of each day and on a Wednesday. Hand hygiene will be scheduled into each group's timetable at regular points throughout the day. Cloakrooms will not be in use. Classroom resources will be organised and separated for each group and remain in these classrooms. They will also be cleaned regularly.

Should a child develop symptoms or have suspected symptoms that are noticed while they are in school, they will sit in an isolation room until parents are able to collect them from school. Please make sure the school office has up to date contact details for you.

Please also note, we will continue to provide FSM vouchers for those eligible children not in school. Before and after school club will not run during this time. We will also continue to provide the online learning for these year groups should you not wish your child to return to school.

We understand that all these measures mean that school will be a very unfamiliar place and that the school day will be very different from what children are used to. We will try to make the school as friendly and welcoming a place as it can be but in order to keep everyone safe we need to ensure that everyone adheres to the guidelines set out. This may be distressing for some children and you will need to take this into consideration when weighing the decision of whether or not to return your child to school. We will continue to evaluate our provision and adapt and amend as needed. This situation has definitely presented a series of challenges that those of us in education never thought we would have to accommodate and I thank my staff for rising to these challenges so willingly. Thank you so much for all of your support during this time and all your home learning endeavours.

Stay safe.

Debbie Butler

Head of Beulah Infants and Nursery School.

**BEULAH INFANT AND NURSERY SCHOOL**

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