



Birchwood Primary School

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'Rich opportunities and memorable experiences'

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Friday 15th May 2020

Dear Parents,

Preparation for school reopening

As you can imagine the days since the Prime Minister's announcement have been full of discussions, planning and decision making. I wanted to take this opportunity to outline some of the broad measures we are going to be taking to ensure Birchwood is ready to reopen from the 1st June.

The guidance from government continues to change on a daily basis. Further clarification specific to children and the reopening of school will be available once this has been confirmed.

School measures to reopening

- Children will be arranged into 'class groups'. Each class will be split alphabetically into two or three groups with an allocated teacher and teaching assistant. There will be a maximum of 15 children in each class group.
- The school environment will be adapted to maximise the opportunity for social distancing in line with government guidance.
- The school day will be strictly timetabled for each class group and this **MUST** be adhered to. This will include start times, break times, lunch times and collection times.
- There will be clear guidance on how your child will come to school. Only **ONE ADULT** can accompany children to school and if you need to bring siblings they **MUST** stay with the adult accompanying the family at all times, maintaining 2m social distance. They **CANNOT** socialise with other children or adults outside of their household. Where possible, we recommend using alternative arrangements for children not attending school.
- Handwashing will be factored into the structure of the school day.
- Children will have their own work station including learning resources (the same every day).
- The cleaning schedule will be adapted to meet the needs of the school and additional cleaning will be provided during each day for toilet areas and touch point cleaning. The school has undergone a full deep clean.
- Visitors into school will be very limited.
- If you wish to contact the school please do so via email or telephone. You will not be able to go to the school office.
- You will also not be able to speak to staff in the way you are used to on arrival and collection. The use of the 'Me To You' will also not be available.



- The government guidance is clear that the wearing of PPE by staff and children every day is not required.
- School will continue to provide education for those children at home in all year groups.
- The delivery of the curriculum will be adapted to maximise social distance and minimise the sharing of resources.

On their return to school, children in Reception, Year 1 and Year 6 will be following their usual curriculum. However, we are acutely aware that this ongoing situation has been difficult for many people in different ways. The emotional health and wellbeing of the children will be our priority at this time.

It is crucial that time is spent preparing your children for returning to a school that will look and feel very different. Information we intend to send out by the end of next week will enable these discussions in more depth, but the broad themes to consider are:

- Your child will be working in smaller groups and therefore may not be in a group with all of their class friends.
- Your child may be taught by a teacher other than their usual class teacher and could be in a different classroom base.
- Children will only be able to socialise with the children and adults in their class (maximum of 15).
- Children will only have access to limited rooms within the school building and movement will be restricted within those areas in order to maintain social distance.
- Classrooms will look different as all unnecessary furniture and resources will be removed.
- Children will be expected to try and maintain social distance so explaining the concept of 'the bubble' will support this. The idea being that children are all in a bubble, they must protect their bubble, if someone is too close then their bubble will pop! Children to use the phrase 'Watch my bubble please' when children know others are too close.

I would like to take this opportunity to assure you that the children, staff and community remain at the forefront of all decisions being made in light of the government guidance that has been issued.

Yours sincerely



Mr N Coleman
Headteacher