

Tuesday 26th May 2020

Key Worker Care Provision w/c 1st June 2020

Dear Parents and Carers

Since the Government made the announcement on Sunday 10th May that children in Year R, 1 and 6 could possibly return to school during week commencing the 1st June 2020 we have been working with the Local Authority to prepare to open both of our schools that week, whilst ensuring we are able to maintain the Key Worker Care Provision facility that we have been running whilst schools have been closed.

To enable parents and carers to safely drop off and collect their children whilst still maintaining social distancing guidelines, we have staggered the start and finish times for all year groups and changed the entrance and exit to school.

The Key Worker Care Provision will continue to run for children of critical workers and vulnerable children every school day 8.30am-3.30pm. The definition of critical workers remains unchanged and further information can be found through the following link:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

From **Monday 1st June 2020**, the whole site will operate a one-way system, parents and children will enter at the top of the drive (where cars and buses enter the site) near the Caretakers bungalow and queue observing the social distancing markers until they reach the drop off point. Pupils will be dropped off at the double green gates between the lower and middle schools, to the right of the pre-school building. A member of the Senior Leadership team will then direct your child to cross the line onto the school site and walk to the Key Worker Care Provision location. All parents and children will exit the school site via the alley in front of the lower school, this will no longer be an entry point for the school site.

We would suggest that to minimise numbers of adults on the school site that only one adult drops a child off at school and where possible other siblings/children do not accompany them.

Please use the same one-way system across the school site that you will have used in the morning when collecting your child. Do not arrive at the school site earlier than your collection time. Please queue using the designated two metre spacing's down the school drive and collect your child from the senior leadership members at the double green gates between the lower and middle school where you dropped your child off in the morning.

The school front offices will be closed to visitors; all communication will need to be made via phone or email. Advice or letters will continue to be issued via ParentMail.

Can my child still bring their bike/scooter to school?

No, Department for Education advice states that no items should move between home and school as this could spread the virus if contaminated.

If I am a key worker and my child is in Reception, Year 1 or Year 6 can I choose to send my child to the Key worker provision at school rather than them returning to their class?

No, once school re-opens during week commencing 1st June 2020 the Key Worker facility **will not be open to children in Reception, Year 1 and Year 6.** It will only accept children from Year's 2,3,4,5,7 and 8.

Can my child bring a water bottle into school?

New water bottles have been purchased for every child, these will remain in school.

How will lunch times operate for the children?

During the summer half term we will only serve packed lunches at school, you can book these online following the normal procedures via the School Grid. Your child can bring their own lunch to school, but this will need to be in a disposable bag, no lunch boxes will be allowed in school. Your child will bring their lunch in its carrier bag and then dispose of the bag once they have eaten the contents. No other child or adult will come in contact with the bag.

Can my child bring a bag?

No, Department for Education advice states that no items should move between home and school as this could spread the virus if contaminated.

What if I need to collect my child in an emergency?

Although the school offices **will be closed to parents,** staff are working and therefore they would be able to allow you access to school under these circumstances.

Will my child need to wear their school uniform?

Pupils attending the Key Worker Care Provision are allowed to wear casual clothes. They must wear trainers.

Will my child need to attend every day?

We will still operate a booking system. You will continue to be sent booking forms via ParentMail.

We look forward to continuing to care for your child during this time.

Yours sincerely



Cathy Smart
Executive Headteacher
The Potton Federation