



Thursday, 16th July 2020

Dear Parents,

Thank you for all of your help and support over the last twelve months, particularly during the period when schools have had to close due to the Coronavirus pandemic. As always I would like to congratulate all children on all that they have achieved this year and to offer my very best wishes to all of our Y6 children as they move on to their secondary schools. I also record my thanks to all staff for all that they have done to extend and enrich the learning of all pupils, albeit in very different circumstances this year.

Re-opening of Tillington Manor Primary School on 3rd September 2020 - Key Points for Parents

Tillington Manor Primary School will re-open for **all** pupils on Thursday, 3rd September 2020 - from this date attendance at school is **compulsory** for all pupil. The government's guidelines for re-opening focus on several key measures which schools will follow to help minimise the risk of the spread of coronavirus. Schools should:

- Ensure the implementation of rigorous cleaning and hygiene measures
- Maintain a form of social distancing between the different class groups (bubbles), between adults on the school site and between children and staff.
- Ensure procedures and staffing arrangements are consistent and support the test and trace system.

Our response to the guidance - some further information on what we will do to keep everyone safe

- **Hygiene** - The school will continue to ensure additional cleaning of shared toilet facilities, key touch points, the dining hall between lunch sittings and any shared equipment during the school day.
 - Children will be expected to regularly wash their hands; there will also be sanitiser for all classrooms and areas in our school.
- **Staggered drop-off/collection times** - To minimise the number of people on the school site at any one time there will be staggered drop-off and collection times at the beginning and the end of the school day - see the chart below.

Drop-off/Collection times

Class	Drop-off time	Gate for entry/exit	Collection time
Nursery Mrs Pace/Mrs Shill	8.45am to 8.55am (Door 3)	Main gate by the drive to the school car park	11.45am
Reception Miss Husted	8.45am to 8.55am (Door 3)	Main gate by the drive to the school car park	3.15pm
Y1 Mrs Redfern/Mrs Hayes	8.45am to 8.55am (Door 7)	In/out gates closest to the MUGA/Top Playground	3.15pm
Y2 Miss Hall	9.00am to 9.10am (Door 7)	In/out gates closest to the MUGA/Top Playground	3.30pm
Y2/3 Mrs Brockhurst/Mrs Brian	8.45am to 8.55am (Door 5)	Small gate opposite door 5	3.15pm
Y3 Mr Foster	8.45am to 8.55am (Class fire door)	Main gate by the drive to the school car park	3.15pm
Y4 Mr Brockhurst	8.45am to 8.55am (Door 4)	Main gate by the drive to the school car park	3.15pm
Y5 Mrs Turner	9.00am to 9.10am (Class fire door)	Main gate by the drive to the school car park	3.30pm
Y6 Mr Tucker	9.00am to 9.10am (Door 4)	Main gate by the drive to the school car park	3.30pm

- Dropping off/collecting children:
 - **It is essential you keep to the drop-off/collection times** to reduce the number of people on the school site at any one time. Please do not arrive before your scheduled drop off/collection times.
 - **Use the yellow marks** on the paths by the doors to help maintain social distancing between yourself and other adults/children. Please ensure **only 1 adult per household group** is on the school site at a time.

- Remember - Staff on the doors will not be able to have an extended conversation with you as you are dropping off/collecting your child - please contact the office to pass on information or to arrange a telephone conversation with staff. You can also message via do-jo.
- **The school car park gate will be closed** to allow more space for parents/children leaving the school site - please park away from Young Avenue to avoid additional congestion. We have been asked to remind parents not to group together at the school gates or in the approach to the school.
- **If you are late**, contact the school office.
- **Class bubble groups** - From September children will be taught once again in their classes. There is now no longer a requirement for children to be taught in smaller groups and **children within the same class bubble do not have to maintain a social distance with each other**. Contact between the children in different class bubble groups, however, is to be minimised - wherever possible children from different classes will not be intermixed.
 - To minimise the risk of transmission within the class, the children will work at desks which will be forward facing (usually 2 children per desk, sitting side by side).
 - During the school day, staff are now allowed to work with children from different class bubbles, although this will be minimised and social distancing between the staff member and children will be maintained.
- **Breaks/Lunchtimes** - we will stagger the breaks/lunchtimes for the different year groups - each class will have a designated outside area to be in, which ensures they are separate from other bubble groups.
- **Uniform** - Children attending school should wear the uniform for TMPS. Children will also need to have their PE kit in school for sporting activities.
- **Water Bottle and Snacks** - Children should bring in their own water bottle for drinks during the day as well as a healthy snack for morning break; due to the need to stagger lunch sittings, the morning session for some classes will be longer than usual and we will not be able to provide toast/milk from the kitchen for mid-morning snacks.
- **Medication** - Please ensure children have their inhalers. Remember we can only administer emergency medication - if your child requires non-emergency medication, we'll give you a time to come in to school to administer this.
- **Curriculum and learning** - from September the children will once again be accessing a range of learning across the curriculum. We will do all that we can to help children as they transition back in to regular schooling and there will be some special activities to support this.
 - To prepare for September, **the most important thing you can do to help your child is to ensure they continue to read on a daily basis** over the holiday. Mrs Brian is sending out some information about our Reading Challenge.
- **Behaviour** - all children will be expected to adhere to the rules and procedures being implemented in school to keep everyone safe - we will go through these with children in September. We will be patient, positive and encouraging in our approach with children as they adjust to being back in school but the deliberate, and consistent, disregarding of the rules and instructions they are given, and the potential this has to undermine the health of others on the school site, is not acceptable and cannot be tolerated.
- **Attendance** - from September, we have been advised that all children should be attending school and that there will be an expectation that children should arrive promptly at the arrival times indicated above. In line with the current policy, registers will close for all pupils at 9.15am.
 - From September, the law on attendance will resume. Please note, we are not allowed to authorise any leave (including holidays) during term-time unless it is for exceptional purposes.

Once again, thank you for all of the help and support that you have provided over the last few months and for your kind words of encouragement. Very best wishes to you all for a restful summer break. We look forward to seeing all children back in school in September. Stay safe.