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Dear Parents and Carers

You will be aware that the government expects all pupils to return to school from Monday 8<sup>th</sup> March now that the prevalence of the virus has reduced. We are all delighted and excited to welcome the children back and we look forward to their transition back into the classroom.

Before that happens, I want to give you some information regarding their return.

### **Pupil Attendance**

Attendance is now mandatory; it is only pupils who are 'clinically extremely vulnerable' who should not attend as they should be shielding. Any child who should be shielding will have received a letter from the government advising them to do this. If you are worried about sending your child back to school, please contact a member of the senior leadership team and we will discuss this with you.

### **The school Risk Assessment**

The school risk assessment is very similar to before Christmas; however, it is worth giving a few reminders and including any new details. The risk assessment is based on the government guidance (see link) and the applied to the context of our school.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/964351/Schools\\_coronavirus\\_operational\\_guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/964351/Schools_coronavirus_operational_guidance.pdf)

In summary, the guidance reiterates the same system of controls within school that we have used since last year: prevention by avoiding contact with those required to self-isolate; thorough regular handwashing; good respiratory hygiene; enhanced cleaning and ventilation; minimising contact and maintaining social distance where possible. In addition, we have had the introduction of lateral flow tests for all staff. You are also advised that your family can also use twice weekly lateral flow tests. These are not provided by schools; the next section tells you how you can access them.

### **How to Access Free Rapid Flow Tests for Families**

The government has confirmed twice-weekly testing using rapid lateral flow tests will be given free to all families and households with primary, secondary school and college aged children and young people, including childcare and support bubbles, to help find more COVID-19 cases and break chains of transmission.

The expanded regular testing offer for people without symptoms will be delivered through:

- testing in-person via workplace testing
- local authority test sites
- collection at a local PCR test site during specific test collection time windows
- a new home ordering service, which once launched on 1 March will allow people to order lateral flow tests online to be delivered to their home.

<https://www.gov.uk/guidance/rapid-lateral-flow-testing-for-households-and-bubbles-of-school-pupils-and-staff#how-to-get-a-rapid-lateral-flow-test>

<https://find-covid-19-rapid-test-sites.maps.test-and-trace.nhs.uk/>

<https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests>

**Pupils, staff, and other adults must not come into the school if:**

- they have one or more coronavirus (COVID-19) symptoms.
- a member of their household (including someone in their support bubble or childcare bubble) has coronavirus (COVID-19) symptoms.
- they are required to quarantine having recently visited countries outside the Common Travel Area <https://www.gov.uk/uk-border-control/self-isolating-when-you-arrive>

Contact school should you need to inform us if your child will need to isolate. Work will continue to be provided for any pupil who needs to isolate. We can also provide a device if needed.

**What will school be like from March 8th?**

- Peripatetic teachers (such as our music teachers) are now able to return. Some subjects (such as PE or Music) are adapted in order to be taught safely.
- To avoid mass gatherings whole school assemblies cannot occur face to face.
- Desks will be front facing as directed by the guidance. Reception will still have access to 'continuous provision' rather than formal desk-based teaching.
- Educational visits cannot take place.
- Performances with an audience cannot take place.
- The school SEND department will provide interventions and support as needed.
- The majority of our 'catch-up' programme will resume after 2 weeks in order to give the children time to settle in first.
- Mrs Painter delivered an assembly this week to help children transition back to the classroom. If your child missed it, or if they want to watch it again, here is the link:  
<https://vimeo.com/518087648/9829df3aa6>

**The Curriculum and Teaching**

The latest school newsletter will give you more information about how we are helping the children to transition back to the classroom and how we are adapting the curriculum to enable pupils to resume class work successfully: <https://sway.office.com/tqniL73gU2PpJxZ6?ref=Link>

**Pupil Groupings or 'Bubbles'**

Pupils will be in class 'bubbles' for lessons and year group bubbles for lunch and breaktimes. Reception class will continue to work as one bubble as will Year 1 until they have settled into school again - this allows for continuous provision to take place.

### **Pupil drop-off and collection times**

Times will be the same as before lockdown and remain staggered to avoid mixing of groups and crowding around the school. Parents will not be allowed on site during these times. Parents are asked to avoid parking which causes congestion and crowding. Parents are also asked to wear masks. This is mandatory on school property whether indoors or outside. Should you have a legal exemption please contact me so that I am aware of the situation.

	Drop-off Time	Location	Collection Time	Location
Reception	8.40am-8.50	Reception door at the front of school	3.00-3.10pm	Reception door at the front of school
Year 1	8.45am-8.55am	KS1 playground	3.20pm	KS1 playground
Year 2	8.30-8.40am	KS1 playground	3.10pm	KS1 playground
Year 3	8.45am-8.55am	Main reception entrance	3.20pm	Breakfast club entrance/exit
Year 4	8.30-8.40am	Main reception entrance	3.10pm	Breakfast club entrance/exit
Year 5	8.45am-8.55am	KS2 playground	3.20pm	KS2 entrance/exit
Year 6	8.30-8.40am	KS2 playground	3.10pm	KS2 entrance/exit

### **Wrap-around Care (Parent paid Breakfast and After-school Club)**

This will start from 8<sup>th</sup> March. Parents have already been contacted and places secured. Places are limited. Please contact the office should you require a place in the future.

### **Other Clubs**

Clubs will not take place initially. This will be reviewed at Easter.

### **School Lunches**

We will offer school lunches including a hot option. In order to run the kitchen safely, there may need to be a reduced menu offer. Children can bring their own packed lunch if they prefer. Please continue to order on Parent pay if your child requires a school meal, even if your child has a free meal.

### **Breaktime Snacks and Drinks**

Snacks and drinks (other than water) will not be available initially except for children receiving free school milk. Please send your child with a healthy breaktime snack. If your child is entitled to free school milk, you will have received an email regarding this.

### **School Uniform and PE kits**

Children will be required to wear full school uniform as usual. Make sure that your child has enough layers to wear; the building is heated; however, some children may feel colder due to enhanced ventilation. As before they will wear their PE kit to and from school on their designated PE days. Each year group will need to wear their kit to school 2 days each week.

PE Day	Year group
Monday	Willow Y1 Y4
Tuesday	Oak Y3 Y5
Wednesday	Y1 Y2 Y6
Thursday	Y3 Rec Y5
Friday	Y2 Y4 Y6

### **Stationery and Equipment**

Children will be provided with their own stationery by school. They should not bring their own stationery or other items such as toys or games. Any shared equipment will be managed by the teacher and cleaned between uses.

### **Pupil Belongings**

Pupil belongings should be kept to a minimum, but it is okay for them to bring their coat, bag, and sandwich boxes as usual.

### **Face Coverings**

School staff will wear face coverings/face shields when in communal areas and when face to face with parents. Children are not required to wear face coverings in primary schools. Should your child wear one they will need a sealable plastic bag so that it can be stored safely.

### **Communication between Parents and School**

Parents must not come on site (or into the school office) without an appointment. Please phone the school first if you have to drop off or collect anything or if you need to see a member of the senior team. You can continue to communicate with administration staff and the Senior Leadership Team through [enquiry@northfieldmanoracademy.org.uk](mailto:enquiry@northfieldmanoracademy.org.uk) email or via telephone. It is quicker to contact teachers directly through Class Dojo. If a meeting is required, it can be arranged in the first instance via telephone or video conferencing. In exceptional circumstances, face to face meetings can be arranged with notice should other options not be appropriate.

If there is any other information you need to know and it is not included in this letter, email the office and I will get back to you.

Thank you once again for your support with remote education. I am sure that you are as pleased as we are that the children are going to be back in the classroom and learning in the usual way. We look forward to letting you know how the children are settling in and progressing with their learning.

Yours faithfully  
Mrs Pennington

Email: [enquiry@northfieldmanoracademy.org.uk](mailto:enquiry@northfieldmanoracademy.org.uk)  
Website: [www.northfieldmanoracademy.org.uk](http://www.northfieldmanoracademy.org.uk)

