

Dear Parents/Carers

We warmly welcome back pupils on **Wednesday 20th April**.

Ensuring pupil, staff and family safety will continue to be our absolute priority. We have reviewed our systems and organisation and will keep measures under review to help protect the health, safety and wellbeing of pupils, staff and families. We have in place contingency plans, sometimes called outbreak management plans, to cover the possibility that in some local areas it may become necessary to reintroduce 'bubbles' for a temporary period, to reduce mixing between groups.

Drop off and pick up routines

To continue to reduce the number of people on the school site at any one time, we will continue to **operate staggered start and end times each day. Please ensure your child arrives promptly for the start of the morning session, and that you arrive promptly at the times below to collect your child.**

The timings are as follows:

Nursery; no change

Reception: no change. 8:50 – 3:10. Parents may hand over their children to the teachers in their classes from 8:40am

Year 1: 8:50 – 3:10

Year 2: 9:00 – 3:20

Year 3 and Year 4: 8:40 – 3:05

Year 5 and Year 6: 9:00 – 3:25

On entry to the school you will continue to be guided to the route where you are to drop off and collect your child, should you need this. Children must be with you at all times up to the drop off/pick up point. **If you have children in different year groups, you will be able to drop off siblings from 8:40, to avoid waiting. Similarly, at the end of the day, siblings in other year groups will wait in their classrooms if you are picking up at 3:25 or 3:20.**

No cars will be allowed on site, except if you require disabled parking. If this is the case please email head@sheredesprimary.herts.sch.uk in advance, so that arrangements can be made.

Except in emergency, there is no vehicular access on to the school premises between 8.20am - 9.15am and 2:30pm - 3.45pm, the busiest times of the day.

Pupil groupings

Pupils will continue to be taught in classes and generally seated in table groups, as before COVID, with the facility to easily rearrange seating if appropriate or necessary. Setting in mathematics will continue for Years 4 to 6, and the full range of extra support will be made available for pupils. Our assemblies will continue to be both class based as well as year group assemblies based in the halls, and you will be welcomed to your child's class assembly. Again, we will keep this under review.

We intend for all children to continue to be able to eat in the Dining Room or Lower Hall, and have very carefully timetabled to enable this to happen.

We will continue with ensuring good hygiene for everyone, for example using sanitiser 'stations' and washing hands regularly, for example on entry to their classrooms, and after all breaks.

Classroom resources

Each child will continue to be equipped with their own pencil, pen (from Year 3 onwards) and ruler, and additional items will be provided where they are frequently used. **For Years 3 to 6 we continue to ask that you provide your child with a pencil case that they can leave in school**, to house writing equipment. If you are not able to do this, we do have small zippy wallets.

Children are asked to wear their washable school uniform and bring in their own water bottle. They will also need their P.E. kit and reading book. Bags are allowed.

Clubs, trips and visits

Breakfast and after-school provision will continue to be provided by Jousters. The Breakfast club will run from 7:45 – 9:00am and the After School Club 3:05 – 6:00pm. The infants will be based in the Upper Building and the Juniors in the Lower Building.

We intend to offer the full range of clubs, trips and visits, which will be carefully risk assessed.

Illness

Children must not be sent into school if unwell, both for COVID-19 or any other illness/symptoms. Please let us know. If someone becomes unwell, they will be sent home and advised to follow the COVID-19 infection guidance <https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms>

We care very much for all our children and will look after our children the best we can. You are very welcome to email me on head@sheredesprimary.herts.sch.uk should you have any queries.

We will continue to use Schoolcomms to communicate with you regularly, and provide further updates.

Kindest regards

Mrs. Childs