



Our ref: RS/SB

1 March 2021

Dear Parent/Carer

Re: Plans for re-opening of Reynolds Academy for all pupils on 8 March 2021

Following the announcement by the Prime Minister on Monday 22 February 2021, I can confirm that we will be open to all pupils from **Monday 8 March 2021**. This will be a full return for all pupils on that day – we **will not** be staggering different year groups across the week.

We already have a very good structure and routine in place in each of the key areas of the government guidance and everything will be very similar to our procedures for the Autumn Term.

Our risk assessment is in the process of being fully updated, though again, we are already meeting each of the key requirements, as laid out by the government.

Please take the time to read through this letter, to re-familiarise yourselves with how we were operating before and also to check for any updated information.

Attendance:

The updated government policy is very clear that all pupils must return to school. It states that, *'School attendance will be mandatory for all pupils from 8 March. The usual rules on school attendance apply.'*

The only exception to this will be pupils who are classed as clinically extremely vulnerable and where this is the case, a copy of the shielding letter must be provided to the school. Again, I have taken the information from the official guidance and included it below, for your information:

'We know from growing evidence that many children identified at the start of the pandemic as clinically extremely vulnerable (CEV) are not at increased risk of serious outcomes from coronavirus (COVID-19) and children are gradually being removed from the shielding patient list (SPL) as appropriate, following review with a clinician. The advice for pupils who have been confirmed as clinically extremely vulnerable is to shield and stay at home as much as possible until further notice. They are advised not to attend school while shielding advice applies nationally. All 16 to 18 year olds with underlying health conditions which put them at higher risk of serious disease and mortality will be offered a vaccine in priority group 6 of the vaccination programme. At present, these children should continue to shield, and self-isolate if they have symptoms or are identified as a close contact of a positive case, even if they have been vaccinated. You will be able to request from parents a copy of the shielding letter sent to CEV children, to confirm that they are advised not to attend school or other educational settings whilst shielding guidance is in place.'

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As a result, we will be following our normal attendance procedures from Monday 8 March 2021.

We do understand that parents and children will be anxious and we will do everything we can to support you with this.

Will there be any changes to the classes/bubbles?

The bubbles will be exactly the same as before the lockdown. The children will be taught by the same teacher and teaching assistant, apart from where we have had to make any normal, general adjustments to staffing.

Social distancing will continue to be in place, as far as possible.

The children will also continue to stay with their groups at breaktime and lunchtime, within the bubble system.

As far as possible, the teacher will remain with the same class. However, this will not be entirely possible and the guidance is clear that teachers can move around.

For those children taught in our SEND unit, provision will remain the same, as the guidance does state that, *'some schools may keep children in their class groups for the majority of the classroom time, but also allow mixing into wider groups for specialist teaching.'*

What does the guidance state about face coverings in primary schools?

Again, we will be operating the same system as before lockdown, based on the guidance which states:

'In primary schools, we recommend that face coverings should be worn by staff and adult visitors in situations where social distancing between adults is not possible (for example, when moving around in corridors and communal areas). Children in primary school do not need to wear a face covering.'

Therefore, staff will continue to wear face coverings when moving around the site and when collecting and dispersing the children. Children are not required to wear a face covering.

I am also requesting that parents and family members wear a face covering when they are in close proximity to the school gates to protect themselves, other adults, children and staff members.

What will be the procedures for the start and the end of each day?

You will be aware that we made a number of changes throughout the autumn term, reacting to the developing situation, including the introduction of the new Early Years entrance. On the whole, this proved a successful and safe system. However, this is completely dependent on all family members acting responsibly by following our guidance and government guidance.

We will be continuing with the staggered start and end to the day and feel we have done everything we can to reduce large numbers gathering at any one time. If everyone follows the procedures, it works. So that we continue to have minimal contact between children from different bubbles and avoid unnecessary gathering at the gates, we have made the decision to

not allow siblings to be dropped off or collected at other entrances. All children will need to be taken to their entrance in the morning and collected from there again in the evenings at their allocated times. We have changed the times and extended each allocated slot to allow for movement to the different entrances.

It is very important that these times are adhered to for the health and safety of the children and all family members. The arrangements are as follows:

Year Group	Entrance Point	Arrival Time	Departure Time
Early Years: Nursery (all day children)	Nursery Gate	9:00am	3:00pm
Early Years: Nursery (morning only children)	Nursery Gate	9:00am	12:00pm
Early Years: Nursery (afternoon children only)	Nursery Gate	12:30pm	3:30pm
Early Years: Reception	Nursery Gate	8:45am	3:15pm
Year 1	KS1 Playground Gate	9:00am	3:30pm
Year 2	KS1 Playground Gate	8:45am	3:15pm
Year 3	Main Car Park Gate	9:00am	3:30pm
Year 4	KS2 Playground Gate	9:00am	3:30pm
Year 5	Main Car Park Gate	8:45am	3:15pm
Year 6	KS2 Playground Gate	8:45am	3:15pm

If your children walk to school on their own, please ensure that they do not arrive before their allotted time. Throughout last term, we still had a handful of pupils who regularly arrived 15/20 minutes early and were therefore, standing outside the locked gates on their own with no supervision.

Will parents/carers be allowed on site?

As before, parents/carers or other family members will not be allowed on site at any time, other than in an emergency or for a pre-arranged appointment. This is for the safety of all children, staff and family members.

Initially, we will not be holding assemblies or any shared learning sessions with parents. However, this will be under constant review and when guidance is updated we will re-visit our procedures, possibly for the final half-term in the summer.

What will be the format of the day and what will be taught?

We intend to largely deliver the curriculum the children would normally receive. There will be an emphasis on key skills such as reading, phonics and mathematics. However, we intend to teach lessons across the breadth of the curriculum to give pupils a variety of subject knowledge and skills. There will also be an emphasis on Personal, Social and Health Education to support children through the current changes.

Where appropriate, teaching time might be prioritised to address the most significant gaps in pupils' knowledge, which might mean some additional coverage of the core subjects.

All lessons and activities will take place within the bubbles and, as far as possible, there will be no mixing between groups. As far as staffing permits, your child will have the same teacher and teaching assistant throughout the week. However, this will not always be the case, for example, for PE lessons.

As with all schools across the country, we have been given an amount of money to help the children 'catch-up' with missed education. We have invested heavily in resources to support the children with narrowing the gaps in reading, writing and mathematics. We are also using some of our allocation to buy in services from some external agencies to support children who will need additional support over the coming months.

Will there be any after school clubs and activities?

This is something we are continuing to investigate. Guidance suggest that clubs are permitted but we will have to ensure that any such activities meet all health and safety requirements and they will have to take place within bubbles. We will make you aware of any such activities throughout the term.

Do the children have to wear their uniform?

The children must wear their full school uniform at all times.

Further to conversations we had with one or two parents last term, can I please remind all parents to ensure the children are also wearing the correct footwear.

It is absolutely crucial that children return to all routines and habits as quickly as possible to support their learning and general well-being. Feeling smart and part of the Reynolds community through the correct uniform is a key part of this.

What do the children need to bring with them?

The children should bring a water bottle, which they will use throughout the day. They must take this home and bring back again for the following day.

If they are having a packed lunch, they must bring this with them.

Children should also bring their PE kit with them.

The children should **not** bring anything else with them, including their book bag, equipment or any personal items.

What will happen at break and lunchtimes?

We will follow exactly the same procedures as before. Break and lunchtimes will be staggered to ensure there is as little interaction between the children as possible. Children will be allocated sections of the playground for their group.

Lunches will be delivered to most of the children in their classrooms to avoid everyone gathering in the dining hall together.

If you are providing a packed lunch, please ensure, as far as possible, that your child is able to access their lunch as easily as possible on their own. For example, where they might struggle to open a packet of something, could this be taken out of the packet? This will lessen opportunities for staff to have close contact with the children and vice versa. Apologies, I do appreciate that this is a strange request and I do understand that what you can do will be limited!

How do I order lunch for my child?

Meals must continue to be ordered in advance from Aspens, using the on-line system, as no payment will be taken in person. Instructions can be found on the Aspens tab on our main website. If you have any questions or need any assistance with this, please contact the main office at the Academy and we will arrange for someone to call you from the Aspens team.

If your child is in Reception, Year 1 or Year 2, a universal free school meal can be provided, in the normal way, if required. **However, this must still be ordered in advance, as outlined above.**

Equally, if your child is entitled to free school meals, you must still place an order for the meal you want your child to receive or they may receive something that they do not want.

How will we support the children with the return to normal schooling?

On the first day and at regular periods, we will go through all the important matters with the children again, including how the day will work, social distancing, staggered times etc. However, we do understand that some children will have limited understanding.

We will also continue to go through aspects such as the importance of hand-washing and children will be actively encouraged to do this at regular points throughout the day, including when they first arrive in the morning.

It is very important that we all establish routines and boundaries with the children from the start and I would be very grateful if you could go through everything with your children before they start again on 8 March.

Obviously, normal behavioural expectations will apply.

Please note, as before, if we feel that a child is regularly and/or deliberately ignoring normal rules, as well as social distancing rules and any other measures that could endanger other children or adults, normal sanctions will apply.

What happens if someone develops COVID-19 or displays the symptoms of COVID-19?

Parents or carers must inform the Academy, if the pupil or those whom they have had close contact with, suffer symptoms or has been confirmed as carrying COVID-19.

Pupils displaying symptoms or living with others who display symptoms must self-isolate in line with current government guidelines.

Parents and carers must not bring their children to the Academy or on the Academy premises if they show signs of being unwell and believe they have been exposed to coronavirus.

Pupils must not return to the Academy before the minimum recommended exclusion period (or the 'self-isolation' period) has passed, in line with local and national guidance.

If a child exhibits symptoms whilst on site, they will be removed immediately to an isolated area and parents/carers will be contacted to collect the child. A deep clean of the relevant areas will then take place, and parents/carers and staff will be informed, if they have had recent contact with that child.

We have purchased non-contact, digital infra-red thermometers that can be held at a distance to a child's forehead, if a child is showing signs of a high temperature. Where this is the case, parents will be contacted immediately.

Please note, the same procedures are in place for staff members.

We will liaise with parents to ensure that the Track and Trace system is followed and adhered to.

How will my child be supported if they do have to self-isolate?

Microsoft Teams will continue to be used for any children who have to self-isolate for Covid-19 reasons. Children will be provided with work by their teacher to complete at home. In the event that whole class bubbles have to self-isolate, where possible, children will be taught by their teachers remotely, in-line with our current situation.

Emergency Contact Details:

If there have been any recent changes to phone numbers; address details; contacts; people who can collect your children etc, can you please let us know before we start back on 8 March 2021. It is crucial that all our details are up to date, in case we need to contact you in an emergency.

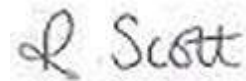
Please note, we will constantly review all procedures. It is likely that guidance is updated over the next few months. Where this is the case, I will alert you to any changes that I may have to make.

Finally, can I thank you for your support during the lockdown period. On average, just over a third of the children have been attending on a daily basis and approximately 85% of children have either been in school or accessing their education remotely.

We are all looking forward to welcoming the children back on 8 March. We will do everything we can to provide them with a sense of normality, whilst working tirelessly to help them resume their proper education. Importantly, there will be a significant emphasis on supporting the children's well-being and restoring their love for learning and being at school, interacting with their friends and their teachers.

If you have any questions, please contact us at the Academy.

Yours faithfully



Mrs R Scott
Principal