



28th August 2020

Dear Parents and Carers

I hope you have all been able to enjoy some family time over the holiday and that the children are looking forward to their return to school. Please find in this letter a summary of the return to school information we sent out at the end of term.

Date of return

Really important: the Local Authority have made arrangements for all schools to take up to three exceptional closure days on the 1st, 2nd and 3rd of September. This is to allow the school to fully prepare for the return of all pupils, carry out risk assessments for all staff (especially vulnerable staff), carry out training to ensure everyone is fully aware of the new ways of operating and for staff to connect and plan in their new bubbles. We will also be holding transition meetings for staff to pass on both pastoral and academic information about pupils they are handing on. At Etchells, we will be in even more need of these days, as we will have to put the school back together after the summer re-wire. The school is only being handed back to us late on Friday 28th August. The INSET day originally planned for the 1st September will now be re-scheduled and I will let you know the date for this in the next couple of weeks.

Therefore, children will return to school on **Friday 4th September**. We will use this Friday as a 'getting to know you day', also giving the children a chance to connect and get to know their new teachers, classrooms and understand the new ways of working in school. This work will very much continue throughout September.

Organisation of Bubbles

As I previously indicated, we will be going forward with bubbles made up of each year group. This is to enable effective deployment of Teaching Assistants, lunch time support and staff covering PPA time each week. If a child or a member of staff develops symptoms and tests positive for COVID, the whole year group will have to self-isolate for 14 days in accordance with NHS guidelines. In this instance, work will be set to complete at home, in the same way it has during the summer term.

Bubbles will have their own staggered playtimes and lunchtimes. They will have allocated toilets and handwashing facilities.

Staffing

Where possible, staff will be allocated to a single bubble. However, Government Guidance states that it is possible for staff to move between bubbles as long as stringent hand sanitising measures are in place. Supply teachers are able to come and take classes in the absence of a teacher and professionals from outside agencies are able to visit school with an appointment.

Parents

Parents are unable to access the playground and speak to teachers on an informal basis as we have done previously. We still very much want to continue with open lines of communication and therefore have set up key phase email addresses for general queries/information relevant for class teachers. This will be received by the Phase Leader and passed to the class teachers.

UKS2@etchells.stockport.sch.uk (Year 5/6) Mr Cope

LKS2@etchells.stockport.sch.uk (Year 3/4) Mrs Mallinson

KS1@etchells.stockport.sch.uk (Year 1/2) Mrs Collins

eyfs@etchells.stockport.sch.uk (Nursery/Reception) Mrs Revill

Please note, that now all teachers will be back in the classroom full time, they will not be replying to ClassDojo messages, so please do not leave messages in this way.

If you have any urgent messages or something that needs attention on the same day, it must go through the school office.

Drop off and Pick up times

Government Guidelines state that we should stagger drop off times, playtimes, lunchtimes and pick ups. We will be doing all of this in order to keep everyone as safe as possible. Here are the details you need to know:

Morning Drop Off				
	EYFS	Y1 and Y2	Y3 and Y4	Y5 and Y6
Start	8.40 – 8.55am	8.40 – 8.55am	8.55 – 9.10am	8.55 – 9.10am
Entrance	Entrance 3: Side of Nursery/ Staffroom	Entrance 2: Park side	Entrance 2: Park side	Entrance 1: Main front door
Exit	Walk across right hand side of playground and exit through car park	Exit through Staff car park		

Afternoon Pick Up				
	EYFS	Y1 and Y2	Y3 and Y4	Y5 and Y6
Finish	2.55 – 3.05pm	2.55 – 3.05pm	3.05 – 3.15pm	3.15pm
Entrance	Come in through Entrance 2 (park side) walk across the playground.			
Exit	Collect children from playground and then exit through Entrance 3			

Please do not wait at any of the entrances or exits as we are aiming to create as much space for parents to drop off and pick up as possible. Any parents who remain in these areas will be asked to move. NO pupil will be allowed in any of the play areas before or after school; parents will be responsible for taking children off the premises immediately on pick up. If you have children in different year groups we suggest you pick up or drop off at the crossover times such as 8.55am or 3.05pm. Late drop offs or early pick ups will only compromise the safety of others; please be respectful and arrive at your allocated time. A member of the Senior Leadership Team will be present at the entrances and exits to assist.

Punctuality

The gates will be locked at 9.20am in the morning. If you arrive after this time, you will have to phone to make an appointment to come to the school office. There will be no admittance to school without an appointment.

At the end of the day, the gate will be locked at 3.25pm. Again, in the interests of safety, there must be NO late collections. In cases of emergency, an appointment would need to be made to collect your child from the school office; this is to avoid any congestion and to maintain the social distancing measures which form a vital part of our Risk Assessment Plan.

Uniform

All children are expected to wear full school uniform in September. Uniform must now be ordered using the dedicated email address: schooluniforms@etchells.stockport.sch.uk Full information, including sizing details, can be found on the school website under the 'School Info' tab, or you can follow this link: <http://www.etchells.stockport.sch.uk/page/uniform-information/79958>

We are asking that PE kits are NOT brought to school as we are aiming to minimise the number of items children will be bringing in as well as reducing lost property and use of cloakrooms. In September, you will be informed of your child's PE day and we will ask that they come to school dressed in their sports kit for that day. We will also be expecting children to wear outdoor clothing on their Forest School day. More information will be sent to you in September with the Year group newsletter.

Lunches

Lunches will continue to be ordered in the same way. Please remember if you wish to change to school dinners from packed lunches, or vice versa, you must phone the school office giving one week's notice. The current hot dinner menu is available for you to view on the school website. Children will be appropriately spaced in the dining hall and will not sit facing each other. Packed lunches will be brought to the classroom in the morning and put into a designated tray for your child. Packed lunches will be eaten in the classroom.

What to bring to school

Your child should bring a small bag to school containing only a named water bottle, lunch box if needed, optional hand sanitiser and reading book. Bags will be kept on chairs in classrooms and so need to be a sensible size. Cloakrooms will not be used for the time being. NO other items should be brought to school; the children will be provided with their own individual set of equipment to use in class.

School Office

The school office will not be open to answer queries or to take forgotten items at the window. If a pupil forgets a lunch they will have to take a school dinner that day. Pupils will also have to do without any other items such as water bottles, coats etc which have been forgotten. We will ensure that the children have what they need during the day if necessary. If you need anything from the school office, please phone or email the admin@etchells address. Visitors to school will only be received through an appointment. This is for the health and safety of all our staff and pupils, as well as visitors coming through the reception area.

Clubs and Kidzone

In order to prioritise space for the Kidzone Breakfast and After School Club, we will not be running after school clubs for the Autumn term. We will review this for the Spring term in November. This is to enable as many of our parents as possible to return to work fully and provide the wrap around care that they need. Marple Child Care have already written to existing users of the provision to gauge interest. If you require further information their details can be found on the school website.

Curriculum

After the re-integration day on Friday 4th September, we will be resuming a full curriculum provision for all children. There will be additional opportunities for PSHE activities and chances for children to check-in with staff as and when needed. Assemblies will be held in classrooms and will provide a more personalised level of interaction.

Homework will very much focus on core skills in order to ensure children have the foundations needed for their learning. Where tasks or projects are completed at home, we will be asking for photos or saved documents to be uploaded to the pupil/homework area of the website. You will receive further details with instruction for this in September.

We still expect children to read regularly (at least 3 times a week) as this is vitally important for progress across all areas of the curriculum. Reading books will stay in Year Group bubbles. KS2 children will be able to borrow from the main school library and they will be allocated days with 48 hours between different bubble visits.

Attendance

The Government have made it clear that once again, attendance will be compulsory. In the case of an unreported absence, we will be phoning you to ask for your reasons as part of our safeguarding procedures. In the case of absence, please leave a message on the school voicemail facility. The Local Authority will resume close monitoring of attendance and have been directed to issue fines in the case of both holidays and persistent absence.

We are really looking forward to welcoming back all our pupils to school. I would like to thank you again for all your supportive messages during these unusual times and the dedication so many of you have shown to enable the home learning to be successful; we know it hasn't been easy!

If you have any questions which haven't been covered here, please do not hesitate to contact me using the headteacher email: headteacher@etchells.stockport.sch.uk

Kind regards

Cathy Beddows