

**Cavendish Close Infant and Nursery School**

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Acting Headteacher

Mrs C Diffin

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Friday 17th July 2020

Dear Parents and Carers,

I am writing to you to share important information in relation to our plan to reopen school fully in September 2020. Our plan is subject to change as we must continue to respond to the most up to date government guidance. Coronavirus still poses a risk to our school community; we need to work together to implement many strict control measures to make school as safe as it can be for families and staff.

Our 'Full School Return Risk Assessment' is now complete and it has been approved by our Governing Board, Derby City Local Authority and Elite Safety in Education – the registered safety company that provide our specialist Health and Safety support.

We are going to implement staggered start dates in September for all year groups. This will allow us to focus on settling year groups back into school in stages.

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| Wednesday 2nd September | The first day of the autumn term – INSET day 1 |
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Early Years Foundation Stage - Nursery

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| Thursday 3rd September to Wednesday 9th September | Children have been split into five small visiting groups. They will visit Nursery for 1 hour and 10 minutes on three occasions with one parent/carer. Introduction visits – Information sharing – Familiarisation. |
| Thursday 10th September, Monday 14th September, Tuesday 15th September or Thursday 17th September | 32 Nursery children will start on one of these four dates. |

Early Years Foundation Stage - Reception

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| Thursday 3rd September to Wednesday 9th September | Children in each of the 3 Reception classes have been split into five small visiting groups. They will visit their classroom for 1 hour and 10 minutes on three occasions with one parent/carer. Introduction visits – Information sharing – Familiarisation. |
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| Thursday 10th September, Friday 11th September, or Monday 14th September | 72 Reception children will start school full start on one of these three dates. |
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| Key Stage 1 – Years 1 and 2 | |
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| Thursday 3rd September | 84 Year 2 children will return to school full time. |
| Friday 4th September | 90 Year 1 children will return to school full time. On Thursday 3 rd September, Year 1 children will receive a home learning challenge. |

We are calling each class grouping a ‘bubble’. There will be minimal opportunities for children to mix with children from another class bubble. We must minimise the number the contacts that a child has during the school day. We must maximise distancing between class bubbles.

We will keep class bubbles apart as they arrive and leave school. Each class bubble will have its own staggered start and finish time. All children will be in school for 6 hours each day. All children will access 5 hours of teaching time and a 1 hour dinner time. All children will have a morning and afternoon outdoor learning session.

| | Teacher | Arrival time | Collection time |
|---|----------------|---------------------|------------------------|
| Early Year Foundation Stage - Nursery | | | |
| Nursery Bubble | Mrs Howett | 8:50am | 2:50pm |
| Early Years Foundation Stage – Reception | | | |
| Classroom 1 Bubble | Mrs Smith | 9:00am | 3:00pm |
| Classroom 2 Bubble | Miss Brown | 9:10am | 3:10pm |
| Classroom 3 Bubble | Mrs Orme | 9:20am | 3:20pm |
| Key Stage 1 – Year 1 | | | |
| Classroom 4 Bubble | Miss Doxey | 8:40am | 2:40pm |
| Classroom 5 Bubble | Mrs Unwin-Rose | 8:50am | 2:50pm |
| Classroom 6 Bubble | Miss Luke | 9:00am | 3:00pm |
| Key Stage 1 – Year 2 | | | |
| Classroom 7 Bubble | Mrs Dalton | 9:10am | 3:10pm |
| Classroom 8 Bubble | Mrs Asghar | 9:20am | 3:20pm |
| Classroom 9 Bubble | Miss Harker | 9:30am | 3:30pm |

School Meals

We will be offering benefits related free school meals to eligible Nursery children. Other Nursery parents and carers can pay for a school meal. We will be offering universal infant free school meals to all children in Reception, Year 1, and Year 2. We strongly recommend that parents and carers take up this offer.

Our hot school meal offer is limited to one meal choice at this time with a choice of milk or water. We will offer the same menu every week – a main, a dessert and a drink. We have chosen ‘children’s favourites’ to maximise take up. We will send a menu to parents and carers before the end of term.

If your child brings a packed lunch to school, please make sure that they can open all packaging and tubs independently.

Breakfast Club and After School Club

We have decided that we can reopen our Breakfast Club for a limited number of children at the start of the autumn term with control measures in place. Our Breakfast Club starts at 7:45am and children will be taken to their class bubble at the correct start time. Children will be served a breakfast of their choice and they will be able to play with a limited range of resources. Children from different class bubbles will be encouraged to play apart from each other. We are able to support siblings only from Cavendish Close Junior Academy. Siblings will stay together.

We are now working towards being able to reopen our After School Club on Monday 2nd November after the half term holiday. We are not currently able to arrange for the same staff to deliver this provision. It would be extremely challenging to keep children in their class bubbles – up to 10 groups – for almost 3 hours. We feel that the risks are too high at this time. We are sorry for the inconvenience and frustration that this will cause some of our working parents and carers, however, safety must continue to be prioritised. We need more time to consider how to make this provision work alongside our other wider protective measures.

Mrs Roberts is our Breakfast and After School Club Leader and can be contacted with any enquiries.

Clubs@cavclosei.derby.sch.uk






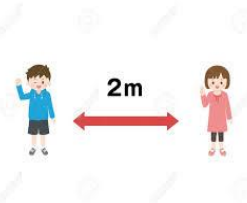
Clubs

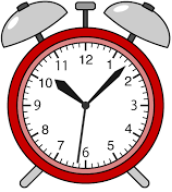



Sadly, we will not be running any dinner time or after school clubs during the autumn term. We would like all children to settle back into the new school routine before we start developing our club offer again. We have well established links with Premier Sport clubs, Rock Steady music lessons and Jumping Clay creative lessons and we look forward to welcoming them back into school later on in the school year when it is safer to mix children from different class bubbles.









Educational Visits








We will not be booking any educational visits during the autumn term.

Here are some of the actions that we are taking to minimise the risk of the virus spreading:

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|  | <p>Children will be in class groups that we are calling ‘bubbles’. There will be no more than 30 children in a bubble. Children will remain in the same bubble all day. They will eat together and go outside together.</p> |
|  | <p>Do not come to school if anyone in your household has a coronavirus symptom.</p> <p>Anyone with a symptom should access a test.</p> <p>You must tell us if someone in your household has developed a coronavirus symptom.</p> <p>Coronavirus symptoms include: <u>a new, continuous cough, a high temperature, loss of/change in sense of taste or smell.</u></p> <p>You could check your child’s temperature in the morning before school.</p> |
|  | <p>Parents and carers should avoid coming to school on a bus or in a taxi where possible.</p> <p>Children must not ride bikes or scooters on school premises.</p> |
|  | <p>If your child is well and no one in your household has coronavirus symptoms, then your child should attend school.</p> <p>Medical appointments should be made outside of the school day. Children should not be collected from school early. Term time holidays will not be authorised.</p> <p>If your child is unwell, ring school before 8:30am, stating your child’s name and the reason for their absence 01332 662239.</p> <p>School will follow up all absence in line with our attendance policy.</p> |
|  | <p>We have implemented a one-way system on the school site and around the building. There are signs and floor markings to help guide families. Mrs Leadbeater and Mrs Dearie will be outside, where possible, to enforce our one-way system. Keep left and follow the building all the way round before heading back down the drive. Be on time and keep moving.</p> |
|  | <p>Each bubble has its own arrival and collection time and place to minimise congestion on site and social mixing. Do not arrive before your time as parents and carers must not meet and wait on site as this is not safe.</p> <p>Please arrive on time. Being late is not helpful and risks the safety of other bubbles.</p> <p>Children should be brought to school by 1 adult only. Parents and carers must prepare their child and say goodbye away from the correct entrance door. There are floor markings and parents and carers must not come within 2 metres of staff or doors. Please respect other families by not blocking the path. If you need to wait, stand by the building, allowing others to pass safely. Always stay at least 2 metres away from others.</p> |

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| | <p>When your child has entered school safely, please move on promptly around the one-way system and off site.</p> <p>There will not be time for conversations with classroom staff before school. Please pass on a quick message and move on or telephone school to arrange a telephone conversation.</p> <p>Parents and carers are not allowed to gather on site and will be asked politely to move on.</p> |
|  | <p>Please do not be late for your child's safe arrival time. We really need all parents and carers to try their absolute best, every day, to be on time.</p> <p>Please do not request to take your child home earlier than their safe collection time. Please do not be late collecting your child.</p> <p>The staggered drop off and collection times are essential to reduce social mixing. We really need your cooperation and best endeavours.</p> <p>Please be on time.</p> |
|  | <p>Children should wear school uniform every day. All items of clothing need to be named. Ensure that your child can take off and put on their jumper independently.</p> <p>Your child needs sturdy footwear that is suitable for outdoor learning. Girls boots/shoes should not have heels. Avoid laces unless your child you tie them independently.</p> <p>If your child has pierced ears, one pair of small studs are allowed. Hoop earrings or drop earrings are not allowed. No other jewellery is allowed.</p> <p>A waterproof coat with a hood and a named sun hat will allow your child to play outside in all weather. Ensure that your child can fasten their own coat.</p> |
|  | <p>Children should only bring their thin school book bag with no more than 2 keyrings on. Please avoid buying a thick satchel style book bag with a strap as these do not fit into children's trays easily.</p> <p>Children do not need to bring a PE kit to school at this time. In the autumn term, all PE will be taught outdoors during the 3 daily outdoor learning times for each class bubble.</p> <p>Children should not bring any belongings from home.</p> |
|  | <p>If parents and carers wish to communicate with staff, they should ring or email school. The start and end of the school day is a busy time and safety is the priority. Please be patient and considerate.</p> <p>Parents and carers must respect social distancing at all times and not approach staff.</p> <p>Parents and carers should not enter our school reception without an appointment.</p> |

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|  | <p>Children will be asked to wash their hands thoroughly when they arrive at school. Children going upstairs will be asked to use hand sanitiser before holding onto the handrail.</p> <p>Handwashing will take place throughout the day. Children will be taught about good hygiene.</p> <p>Children will wash their hands when they return from outdoor learning sessions and before eating.</p> |
|  | <p>Children are expected to ‘catch’ coughs and sneezes in tissues or in their elbows. All used tissues will be put straight into bins before hand washing.</p> <p>The “catch it, bin it, kill it” approach is now part of the school routine.</p> <p>Children will be taught about the importance of good respiratory hygiene.</p> |
|  | <p>Children will have their own space at a table and their own set of ‘high touch’ stationery. There will be minimal sharing of resources. Children will not sit around tables; they will all face the same direction.</p> <p>In classrooms, we will still have construction areas and creative areas etc, however, there will be limited resources, fewer children able to use them at any one time and regular cleaning.</p> |
|  | <p>Children will be taught to keep their hands to themselves and not to touch each other or staff.</p> |
|  | <p>Class bubbles will have a staggered 30 minute meal time in the hall. 30 minutes should be sufficient time for all children to complete their meal. Class bubbles will be kept apart as much as possible with no more than 3 bubbles in the hall at any one time. Tables will be cleaned before being used by new class bubbles. Mixing will be minimised.</p> |
|  | <p>Class bubbles will have 3 staggered outdoor learning sessions each day. We have three separate playgrounds for the 3 class bubbles from the same year group. Class bubbles will always access the same allocated playground. Class bubbles will not mix outside.</p> |
|  | <p>Each ground floor classroom (Nursery and Reception) has its own set of 3 toilets. Each class bubble has its own set of toilets.</p> <p>The 3 first floor Year 1 classrooms share a set of 4 unisex toilets.</p> <p>The 3 first floor Year 2 classrooms share a set of 4 unisex toilets.</p> <p>Children are expected to flush the toilet after use and wash their hands thoroughly with soap afterwards.</p> |
|  | <p>Doors and windows will be open throughout school to aid ventilation during the day.</p> |

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|  | <p>Children will not go to the hall for assembly or PE. There will be no communal events.</p> |
|  | <p>Enhanced cleaning will happen throughout the day, especially the wiping of frequently touched surfaces, door handles and handrails. Toilets will be cleaned three times a day.</p> |
|  | <p>Staff may need to wear PPE if they are required to administer First Aid or Intimate Care.</p> <p>Please do not send children into school with a face covering.</p> |
|  | <p>If your child develops a coronavirus symptom during the day, they will be isolated immediately, and arrangements will be made for them to go home as soon as possible. Parents and carers need to be ready and willing to book a test and share the result immediately.</p> <p>https://www.cavclosei.derby.sch.uk/wp-content/uploads/2020/05/NHS-Symptoms-Poster.pdf</p> |
|  | <p>Parents and carers must engage with the NHS Test and Trace process and provide details of anyone they have been in contact with if they were to test positive for coronavirus.</p> <p>Parents and carers must self-isolate if they have been in close contact with someone who develops coronavirus symptoms. A test result will determine the next step. <u>You may be required to collect and isolate your child.</u></p> <p>Parents and carers must self-isolate for 14 days if they have been in close contact with someone who tests positive for coronavirus. <u>You may be required to isolate your child for 14 days.</u></p> |
|  | <p>You must tell us if your child is clinically extremely vulnerable. Please discuss returning to school with your child's health professional. You must tell us if your child lives in a household where someone is clinically <u>extremely</u> vulnerable.</p> <p>You must tell us if your child is clinically vulnerable. Please discuss returning to school with your child's health professional. You must tell us if your child lives with someone who is clinically vulnerable.</p> <p>https://www.cavclosei.derby.sch.uk/wp-content/uploads/2020/06/Clinically-Vulnerable-Criteria.pdf</p> <p>You must tell us if your child has an impaired immune system or medical condition that means that they are vulnerable to infection.</p> |
|  | <p>It is not advisable for your child to attend more than one setting at this time. If your child is accessing another setting, you must please let us know.</p> |

Keeping children and staff safe is our utmost priority. These strict control measures are for the safety of you, your child, and your family. They are also for the safety of our staff and their families. We must work together for the safety of our school community.

Before the end of term, we will send you our **'Keeping Safe at School' booklet** for you to share with your child as it will help to prepare them for everything that is new.

All staff, children and their household family members must access a coronavirus test if they display symptoms. We will take swift action, in partnership with our local health protection team, if we are aware that someone who has attended school has tested positive for coronavirus.

For children who are well but isolating at home, we will offer **'Remote Education'**.

We understand that some parents and carers will want to share worries with us; please get in touch with us so that we can listen to and address your worries ahead of the new school year.

We are looking forward to welcoming back all children in September. We are busy working on our **'Recovery Curriculum'** to help all children make up for lost teaching time.

Parents and carers can access our Full School Return Risk Assessment on the website

Thank you so much for your continued patience, support and understanding – It is much appreciated.

Kind Regards

Mrs C Diffin

Mrs Diffin

Acting Headteacher

Currently to remain the same each week from September 2020

Dinner menu - milk or water available daily

| Monday | Tuesday | Wednesday | Thursday | Friday |
|--|---|--|--|---|
| <p data-bbox="113 297 311 398">Pizza Jacket Wedge Spaghetti Hoops</p>  | <p data-bbox="405 297 593 398">Jacket Potato Tuna or Cheese Sweetcorn</p>  | <p data-bbox="703 297 892 436">Quorn Sausage Mashed Potato Carrots Gravy</p>  | <p data-bbox="986 297 1190 436">Quorn Spaghetti Bolognese Garlic Bread Peas</p>  | <p data-bbox="1297 297 1453 360">Fish & Chips Baked Beans</p>  |
| <p data-bbox="113 770 311 871">Sugar Donut & Chocolate Sauce & Fruit</p>  | <p data-bbox="379 770 620 833">Lemon Drizzle Cake & Fruit</p>  | <p data-bbox="715 770 879 833">Banana Cake & Fruit</p>  | <p data-bbox="975 770 1198 833">Cherry Shortbread & Fruit</p>  | <p data-bbox="1273 770 1481 833">Chocolate Biscuit & Fruit</p>  |