



Monday 3rd August 2020

Dear Parents/Carers,

Arrangements for return on **THURSDAY 27th AUGUST 2020**

All of the children will begin back on this day apart from the EYFS new starter children who already know the days and visits we have planned. Years 1-6 children will however have to have staggered starts to the day and we will have 3 times at which to arrive at school. These will range between 8.40 and 9.10am. We will also have staggered end times as well from 2.45-3.15pm. Please see the tables at the end for your child/children's start and finish times after reading the notes below.

We are not expecting families with multiple children to do multiple drop offs in a morning – each family will be able to arrive at the time specified for the eldest child. We are also taking into consideration the various childminders that deliver and collect children from school, and if I haven't been in touch with you yet as a childminder then I will be very shortly. We will not be lining up on the school playground as normal but will have doors open for the children to walk to their cloakroom/classroom and go straight in. We are encouraging anyone in at least Years 3 and upwards to walk from the school gate by themselves especially after the first day. If you feel that your Year 5 or Year 6 child can walk to and from school independently then this would help with less people accessing the school gates.

You will be given a 10 minute time slot and you are NOT allowed to arrive before this time and congregate/queue at the school gate or enter the school gate before this time. Social distancing rules apply for families and especially for adults. Please endeavour to be in your time slot as if lots are late then this will impact on the other time slots and the number of families arriving. Staff will be positioned on the gates and around the building to ensure that the children enter the building safely and in the correct place. You will also have to leave in a morning via the gate allocated for entering as this spreads arrivals out and also stops bottle necks especially at the gate to the park, even if this gate is not your normal point of entry under normal circumstances. You can all enter via the gate for the eldest sibling in a morning.

Collection at the end of the day is slightly different – please look carefully at the table especially for Year 4 and Year 5 as they swap access gates and there are only 5 min time slots, but also 5 min gaps between. At the end of the day parents will need to move round school to collect children of different ages from different places and more care will need to be taken to observe 2m social distancing. The child you pick up first is the gate that you enter school and the child you pick up last is the gate that you use out of school. We are lucky in that it is only a short walk round from the front to the rear of the school via the park. Again please do not arrive earlier than this time as this will cause us an issue. Teachers will endeavour to be spot on with timings but sometimes something occurs in the classroom which takes it out of their control! If you are not there on time children will remain at their classroom door with an adult until you arrive.

Obviously we have not been able to trial these arrangements, we can only envisage what it will look like.

Huncote Primary School

Denman Lane, Huncote, Leicester LE9 3BS

Website: www.huncoteprimary.org

Email: office@huncote.leics.sch.uk

Tel & Fax: 0116 2864105

Head teacher: Mrs Rachel Cumberlidge



If we find it is not working or people are not following the arrangements then we reserve the right to change them and may even be forced to make them even more staggered, so everyone's co-operation in these matters is very much appreciated.

The office will only be open in a case of real emergency at the beginning and end of the day as we are having to use the front door as an entrance/exit to the building. Please email admin@huncote.leics.sch.uk with any query or telephone on the number above at any time. Most queries/ messages can be sorted this way. Teachers will also be in classrooms and not accessible at the beginning of the day, but we will make sure that any message passed to another member of staff outside will reach them.

Beginning of school:

	Gate/entrance	
Time of entry	Front gate on car park	Rear gate on the park
8.40-8.50	Year 6	Year 4
8.50-9.00	Year 5	Year 3
9.00-9.10	Year 2 – <i>To enter school through the front door</i>	Year 1
9.00-9.10	EYFS – when they start for whole days	

End of school:

	Gate/entrance	
Time of exit	Front gate at car park	Rear gate on the park
2.50-2.55	EYFS – when they start for whole days – parents to wait on black tarmac outside the EYFS building – 2m social distancing	Year 1- parents to wait on the slabs at the back of the building – 2m social distancing
2.50-2.55	Year 2 – <i>To exit school through the front door</i> – parents to wait outside school front entrance in car park around the path near the building – 2m social distancing	
3.00-3.05	Year 4 – parents to wait on the playground – 2m social distancing	Year 3 – parents to wait on the slabs at the back of the building – 2m social distancing
3.10-3.15	Year 6 – parents to wait near the cloakroom door, by bike rack, on path near the bungalow – 2m social distancing	Year 5 – parents to wait on the playground – 2m social distancing

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We will also have staggered break and lunch times and may be reducing the lunch by 15 mins to counter the children losing some of the teaching day. An earlier start time may not necessarily mean an earlier finish time as EYFS/KS1 teaching time is less than KS2 teaching time normally. The times will not be negotiable so please do not contact me as no exceptions will be made. Employers will have to be flexible as we are having to be with some of our employees also.

Classes and/or year groups are to be kept as separate bubbles to reduce the number of children that may be in contact with each other. We will be organising our bubbles as Year 5 & Year 6 together, Year 3 & Year 4 together, Year 2 & Year 1 together and EYFS. This is due to how we have to work staffing wise in school sharing LSAs and cover for classes, how our teachers plan and work together and also how the school is organised regarding toilets and cloakrooms. These combined groups are still a lot smaller than a year group bubble maybe in other larger primary schools or even secondary schools. This is allowed within the guidance as we can adapt to suit the teaching needs of the school.

Hot lunches are available as per normal from the first day of school, but packed lunches will have to be eaten in the classrooms or outside if the weather is nice. We will also be wearing school uniform as normal and change for PE.

As I have said times are not up for negotiation but if you need anything clarifying then please do get in touch on my e mail keepintouch@huncote.leics.sch.uk

We are all looking forward to seeing you soon.

Yours sincerely,

Rachel Cumberlidge
Head teacher